

# **Institute of Management Studies** Devi Ahilya Vishwavidyalaya, Indore



*Syllabus*

**M.B.A. (FINANCIAL  
ADMINISTRATION) 2 Year**

**Semester – I TO IV**

**2019 - 21**



**INSTITUTE OF MANAGEMENT STUDIES, D.A.V.V, INDORE**  
**PROGRAMME CODE: MS5C**  
**MBA (FINANCIAL ADMINISTRATION) 2 YEARS**

**OBJECTIVES:**

1. To prepare the students in such a way so that they become capable and confident finance professionals at the end of the program.
2. To enable students understand concepts, tools and skills for financial analysis and its application in the efficient conduct of business.
3. To enable the students to gain acumen, insight and through knowledge relating to the various aspects of financial markets and their regulatory frameworks.
4. Offer a platform for developing critical thinking ability from the perspective of a finance professional
5. To enable student develop the ability to take rationale and informed decisions by taking into consideration different perspectives and their outcomes related to finance.

**PROGRAMME OUTCOMES:**

- Developing managerial and analytical skills among students
- Develop an understanding of social, legal, managerial and ethical responsibilities of an organisation and manager
- Comprehend the effect of global environment on business. Develop strategic and innovative thinking skills to enable effective decision making and problem solving.
- Develop functional business knowledge in area of finance and other emerging business areas.
- Analyse the impact of managerial decision and actions on stake holders including interpersonal, societal, environmental and organisational considerations.
- Formulate an integrative business project through the application of multidisciplinary knowledge on the basis of experiential learning.

## IMPORTANT POINTS TO BE NOTED BY STUDENTS

The programs at IMS are governed by "ORDINANCE NO. 14" of the university. The ordinance is available on the university website. The selected important points that MUST be noted by the students are as follows:-

8. Requirement of attendance will be as per University Ordinance governing the examinations or the guidelines of the statutory body. In general attendance of at least **seventy-five percent of lectures and practical separately** will be required in each course to sit in the semester end examination. For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding fifteen percent of the total number of lectures delivered and practical/sessional held in each course may be condoned by the Vice Chancellor.

10.1 Each course will be assessed for **100 marks, out of which 60 marks will be for end semester examination and 40 marks will be for continuous evaluation.**

10.2 During the semester, a teacher offering the course will do the continuous evaluation of the student at three points of time by **conducting three tests of 20 marks each. Of these, two must be written tests and the third may be written test / Quiz / Seminar/ Assignment for theoretical courses. Marks obtained in two best tests out of three will be awarded to the student.** In each course, there shall be End Semester Exam. of 60 marks. Each student has to appear in at least two tests and End Semester Examination; otherwise, the student will be awarded Ab Grade in that course.

10.4 Total of marks obtained in end-semester examination and best two tests under continuous evaluation will decide the grade in the course.

**NOMENCLATURE AND COURSE OUTLINE  
MBA (FINANCIAL ADMINISTRATION) MS5C  
PROGRAM [2019-21]**

<b>S. No.</b>	<b>CODE</b>	<b>COURSE NAME</b>	<b>CREDITS</b>
<b>SEMESTER I</b>			
1.	MS5C-501	Fundamentals of Management	3
2.	MS5C-503	Quantitative Methods	3
3.	MS5C-505	Financial Accounting and Reporting	3
4.	MS5C-507	IT for Business Applications	3
5.	MS5C-509	Business Communication	3
6.	MS5C-511	Business Ethics and Management by Indian Values	3
7.	MS5C-513	Indian Financial System	3
8.	MS5C-515	Micro Economics	3
9.	MS5C-551	Comprehensive Viva Voce	3
<b>SEMESTER II</b>			
10.	MS5C-502	Financial Management	3
11.	MS5C-504	Cost and Management Accounting	3
12.	MS5C-506	Financial Product and Services	3
13.	MS5C-508	Macro Economics	3
14.	MS5C-510	Business Law	3
15.	MS5C-512	Organisational Behaviour	3
16.	MS5C-514	Marketing Management	3
17.	MS5C-516	Research Methodology	3
18.	MS5C-552	Comprehensive Viva Voce	3
<b>SEMESTER III</b>			
19.	MS5C-601	Financial Risk and Derivatives	3
20.	MS5C-603	Direct Taxation	3
21.	MS5C-605	Insurance and Bank Management	3
22.	MS5C-607	Investment Analysis and Portfolio Management	3
23.	MS5C-651	Comprehensive Viva Voce	3
<b>ELECTIVES COURSES – DSICIPLINE CENTRIC(Any Four)</b>			
24.	MS5C-621	Financial Statement Analysis	3
25.	MS5C-623	Project Management	3
26.	MS5C-625	Merger Acquisition and Corporate Restructuring	3
27.	MS5C-627	Financial Institutions and Market Regulation	3
28.	MS5C-629	Social Banking and Microfinance	3
29.	MS5C-631	Structured Products and Alternative Investment	3
<b>SEMESTER IV</b>			

30.	MS5C-602	International Finance	3
31.	MS5C-604	Indirect Taxation	3
32.	MS5C-606	Strategic Financial Management	3
33.	MS5C-608	Working Capital Management	3
34.	MS5C-652	Comprehensive Viva Voce	3
<b>ELECTIVES COURSES – DSICIPLINE CENTRIC(Any Three)</b>			
35.	MS5C-622	Entrepreneurship and New Ventures	3
36.	MS5C-624	Credit Management and Retail Banking	3
37.	MS5C-626	Personal Financial Planning	3
38.	MS5C-628	Commodity Derivatives	3
39.	MS5C-630	Financial Data Analytics	3
<b>ELECTIVES GENERIC (Any One)</b>			
40.	MS5C-654	Student Research Project	3
41.	MS5C-656	Decision Making Skills	3

# **SEMESTER – I**

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (FINANCIAL ADMINISTRATION)MS5C</b>			<b>Batch 2019-21</b>
<b>Semester – I</b>			
<b>Subject Name</b>	<b>FUNDAMENTALS OF MANAGEMENT</b>	<b>Subject Code</b>	<b>MS5C-501</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• To expose the students to the different functions performed by managers, the roles they have to perform for those functions , and the knowledge and skills they have to develop for the roles through real life examples and cases;</li> <li>• To provide the necessary foundation for all other courses based on management practices across the world</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
1. Define Management and explain how management differs according to level and whether a manager is a line manager or an enabling role.			
2. Briefly describe and contrast four models of management; rational, goal, scientific, human relations, open systems			
3. Describe and attain some elementary level of skills in the main management processes; planning, organizing, decision making and control.			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Management Concept and Theories</b>	<b>1.1</b> Concept and Nature of Management <b>1.2</b> Role and responsibility and functions of Manager <b>1.3</b> Managerial Skill and organization hierarchy <b>1.4</b> Evolution of Management thoughts – (Classical School, Taylor, Fayol& Weber’s Contribution ) <b>1.5</b> Neoclassical Theory (Elton Mayo Contribution) Modern Theory (Contingency & System Approach)	<b>07</b>	
<b>Unit-2 Planning</b>	<b>2.1</b> Nature and purpose of planning. <b>2.2</b> Types of Planning, <b>2.3</b> Planning Process <b>2.4</b> Nature and Objectives, MBO; Process, benefits and limitations.	<b>08</b>	
<b>Unit-3 Strategies, Policies and Planning</b>	<b>3.1</b> Nature and process of planning <b>3.2</b> Strategies planning process <b>3.3</b> TOWS Matrix, Porter’s <b>3.4</b> Porter’s Generic Competency Model <b>3.5</b> Planning & Forecasting.	<b>08</b>	

<b>Unit- 4 Organizing</b>	4.1 Nature and Purpose of Organizing, 4.2 Organizational Design & Types 4.3 Organizational Structure; Departmentalization. 4.4 Line/Staff Authority & De centralization, Delegation.	<b>09</b>
<b>Unit -5 Controlling</b>	5.1 Concept and Process of Control, 5.2 Control Techniques 5.3 Human aspects of Controlling, 5.4 USE of IT in Controlling	<b>08</b>
<b>Unit-6 Decision Making</b>	6.1 Decision Making; 6.2 Nature, Types,& Scope of Managerial decision Making process 6.3 Models of decision making 6.4 Certainty in decision making	<b>05</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>

**Learning Resources:**

**Text Books:**

1. Horold Koontz, O'Donnell and Heinz Wehrich, "Essentials of Management' New Delhi, Tata McGraw Hill, Latest Edition.
2. R.D. Agrawal, "Organization and Management" New Delhi, Tata McGraw Hill Latest Edition.

**Reference Books:**

1. Horold Koontz, Heinz Wehrich, "Management: A Global Perspective" New Delhi Tata McGraw hill, Latest Edition.
2. Robert Krietner, "Management" Houghton Mifflin CO. Latest Edition.
3. Stephen Robbins "Management" 8th Ed. New Delhi Pearson Latest Edition.



<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (FINANCIAL ADMINISTRATION) Semester – I</b>			
<b>Subject Name</b>	<b>QUANTITATIVE METHODS</b>	<b>Subject Code</b>	<b>MS5C-503</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• To expose the students to the different statistical tools used by managers for effective decision making. through real life examples and cases;</li> <li>• To provide the necessary foundation for all other courses.</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ol style="list-style-type: none"> <li>1. Interpret the data to get solutions to the problems in the corporate world.</li> <li>2. Classify, present the data as per the requirements of the practicing managers.</li> <li>3. Describe and attain some elementary level of mathematical and statistical skills for the management processes; planning, organizing, decision making and control.</li> </ol>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I</b> Sets, Functions, and Progressions	<b>1.1.</b> Sets, Functions, and Progressions <b>1.2</b> Functions, <b>1.3</b> Progressions (with specific applications to compounding and discounting techniques)	<b>08</b>	
<b>Unit-2</b> Determinants and Matrices	<b>2.1</b> Determinants and Matrices Types of matrices, <b>2.2</b> Operations on matrices, <b>2.3</b> Ad joint matrix and Inverse matrix, <b>2.4</b> Solution of simultaneous linear equations using matrices, <b>2.5</b> Input/Output analysis.	<b>07</b>	
<b>Unit-3</b> Introduction to Statistics	<b>a.</b> Introduction to Statistics: <b>b.</b> Introduction to Measurement of Central Tendency <b>c.</b> Introduction to Measurement of Variations	<b>06</b>	
<b>Unit- 4</b> Probability Theory and Probability Distributions	<b>4.1</b> Probability: Concepts <b>4.2</b> Additive and Multiplicative Theorem <b>4.3</b> Conditional Probability, Baye’s Theorem, <b>4.4</b> Binomial, Poisson and Normal distributions- their characteristics and applications.	<b>08</b>	
<b>Unit -5</b> Correlation & Regression	<b>5.1</b> Correlation (Karl Pearson’s and Spearman’s Coefficient), <b>5.2</b> Methods of computing simple regression.	<b>06</b>	

<b>Unit-6</b> Time Series	6.1 Time Series and its Components, 6.2 Models of Time Series 6.3 Methods of Studying Components of Time Series: Measurement of trend, Measurement of seasonal variations Measurement of cyclic variations	<b>06</b>
<b>Unit – 7</b> Statistical Decision Theory	7.1 Decision making process 7.2 Decisions under Uncertainty and Decisions under Risk	<b>04</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>

**Text Reading: Latest Editions**

1. J.K. Sharma, “**Mathematics for Management and Computer Applications**”, New Delhi, Galgotia Publication,
2. S. Saha, “**Business Mathematics and Quantitative Techniques**”, Calcutta, Central Book Agency.
3. Richard I. Levin and D.S. Rubin, “**Statistics for Management**”, New Delhi: Prentice Hall of India.
4. S. P. Gupta, “**Statistical Methods**”, New Delhi, Sultan Chand and Sons.
5. D. C. Sancheti and V. K. Kapoor, “**Statistics: Theory, Methods and Applications**”, New Delhi: Sultan Chand and Sons.
6. D.N. Elhance, VeenaElhance and B. M. Aggrawal, “**Fundamentals of Statistics**”, Allahabad: Kitab Mahal.

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>MBA (Financial Administration) Semester I</b>			
<b>Subject Name</b>	<b>FINANCIAL ACCOUNTING &amp; REPORTING</b>	<b>Subject Code</b>	<b>MS5C-505</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b> The objective of this course is to acquaint participant with the basic process of financial accounting and to have an insight into financial reporting function.			
<b>Learning Outcome:</b> At the end of the course students should be able to; 1. Concepts of Accounting, Double Entry system and other accounting systems, maintaining the ledger accounts and preparation of Trial Balance. 2. Finalizing the accounting of an individuals and introduction to corporate final accounts and preparation of final accounts. 3. Understand various reserve and provisions maintain under the companies act. 2013 and reporting.			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Introduction to Accounting:</b>	1.1 Meaning of Accounting, Generally accepted Accounting principal (GAAP), Concept & Need for US GAAP 1.2 Importance of International accounting standards, Basic differences between US and Indian GAAP, Concepts Convention, 1.3 Concept of Double Entry System of Accounting, Rules for Debit and Credit Entries, types of accounts, 1.4 Journalizing the transactions, posting entries in Ledger Accounts, and preparation of trial Balance.	<b>10</b>	
<b>Unit-2 Preparation of Final Accounts:</b>	2.1 Differentiation between Capital and Revenue Expenditure and receipt 2.2 Manufacturing and Trading Account, Profit and loss Account Balance Sheet with adjustment entries.	<b>08</b>	
<b>Unit-3 Depreciation:</b>	d. Concept & Necessity of Depreciation, Advantages and disadvantages of depreciation e. Methods of Depreciation SLM and WDV, Numerical on SLM and WDV methods of depreciation, Tax aspects of Depreciation.	<b>06</b>	

<b>Unit- 4 Financial Reporting</b>	4.1 Concept of Financial Reporting, Legal provisions of Companies Act, 1956 and Income Tax Act, 1961 in this regard. 4.2 Importance and Advantages of Financial Reporting 4.3 A brief introduction of various tools used for corporate and Non-corporate Financial reporting.	<b>09</b>
<b>Unit -5 Financial Statements of Company</b>	5.1 Preparation of Company Final Accounts except managerial remuneration. 5.2 Adjustments in preparation of final accounts especially in profit and loss appropriation account.	<b>07</b>
<b>Unit-6 Recent Issues in Accounting</b>	6.1 Recent Developments in Accounting 6.2 Concept of Inflation Accounting, Human resources accounting, Forensic Accounting.	<b>05</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Learning Resources:</b>  <b>Text Books:</b>  <b>Text Reading: Latest Editions</b>  1 R.L. Gupta, V.K. Gupta, V.K. Gupta “Principles of Accountant” Sultan Chand &amp; Sons.,  2 S.N. Maheshwari “Introduction to Accounting” Vikas publishing House new Delhi.  3 S.N. Maheshwari “Cost Accounting, Theory and Problems” Vikas publishing House New Delhi.  4 Sukl and Grewal, ”Company accounts” SahityaBhawan Publication</p> <p><b>Reference Books:</b>  1 Robert N Anthony and James S Recee, An Accounting Principles New Delhi A.I.T.B. Publishers and Distribution.  2 R.P. Rastogi, “Graded Problems and Solutions in Financial Management”. Galgotia Publication New Delhi.</p>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Semester I</b>			
<b>Subject Name</b>	<b>I.T. for Business Application</b>	<b>Subject Code</b>	<b>MS5C-507</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: ABILITY ENHANCEMENT</b>			
<b>Course Objective:</b> <ul style="list-style-type: none"> <li>• To get a thorough update of Information Technology used in Business Organizations.</li> <li>• To develop understanding of managerial aspects so as to use Information Technology effectively and efficiently.</li> <li>• To develop capability to integrate different but related aspects of Information Technology.</li> <li>• To develop a view of IT Management, especially, for a large organization.</li> <li>• To appreciate IT Management as an independent and important field of work, different from IT for Management.</li> <li>• To develop conceptual understanding about latest developments in the field of information Technology and the impact of IT in managing a business.</li> <li>• To learn to use Information Technology to gain competitive advantage in business.</li> </ul>			
<b>Learning Outcome:</b> <ul style="list-style-type: none"> <li>• The student will be able to apply the basic IT tools for managerial decision making.</li> <li>• The student will be able to apply data management tools in corporate organizations.</li> <li>• The student will be able to work in MIS enabled organizations.</li> <li>• The student will be able to communicate using internet facilities.</li> </ul>			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Sessions</b>
<b>UNIT –I Over View of Computer</b>	Data , Information , Hardware , Software , Operating Systems, Computer Language, Number Systems <b>Class Room Contact Sessions</b>	<b>08</b>	
<b>Unit-2 Application Software Management</b>	Overview of General Purpose Application Software : Word processing, Spread Sheet , Business Presentation such as Software Suites, Messaging, Groupware, Commercial and Corporate software tools – (Assignment & Presentation)	<b>08</b>	
<b>Unit-3 Data Management</b>	Database Concepts and Development - Types of Databases – Application Development thru DBMS ( Project work / Case Studies )	<b>04</b>	

<b>Unit- 4 Networking Management</b>	Networking Trends – Internet Basics – Intranet and Extranet – Overview of Networking , Networking types, Networking media, Networking software, Networking architecture and Networking protocols.	<b>04</b>
<b>Unit -5 System Software Management</b>	Overview of Operating Systems, Network Management Programs, Database Management Programs, Servers, System Utilities, Performance and Security Monitors, System Development Programs. Managerial considerations in selection, maintenance, controlling, replacement of Software.	<b>04</b>
<b>Unit-6 Management Information Systems</b>	Need, Purpose and Objectives - Data, Information, Knowledge – Types of Information Systems - Information as a strategic resource - Use of information for competitive advantage. Business Intelligence and Analytics - Group Decision Support Systems – Executive Information Systems - Executive Support Systems – Geographical Information Systems - Expert Systems and Knowledge Based Expert Systems, DSS, Artificial Intelligence. ( Project / Case Studies)	<b>06</b>
<b>Unit – 7 Digital firm Perspective</b>	Information System Development Life Cycle - All phases , System Analysis , System Design, MIS Model for a digital firm – Organization Structure for digital firm – E-Business Models and Applications ( Project / Case Studies)	<b>04</b>
<b>Unit-8 Security Management</b>	Information Security and Control - Quality Assurance -Ethical and Social Dimensions - Intellectual Property Rights as related to IT Services / IT Products. Types of Computer Crime – Cyber Law - Security Defenses – System Controls and Audit. ( Assignment / Case Studies )	<b>04</b>
<b>Unit -9 Latest trends in IT</b>	Mobile computing, Cloud computing , Mobile Computing etc. Data Warehousing and Data Mining	<b>03</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>

**Text Reading: Latest Editions**

1. Management Information System Obrien, Marakas, Behl 9th Edition Tata McGraw Hill
2. Management Information Systems W S Jawadekar, 4th Edition Tata McGraw Hill
3. IT system Management by Rich Schiesser
4. Enterprise Computing by Alan R. Simpson
5. Computer Applications In Management (With Cd ), Dr. NiranjanShrivastava ,Wiley India Pvt. Limited,
6. Management Information Systems by Jaiswal and Millal, Oxford University Press
7. Business Information Systems, 5th edn: Technology, Development and Management for the E-Business: Author Paul Bocij, Andrew Greasley, Simon Hickie ,Pearson Education Limited,
8. Management Information Systems by C.S.V. Murthy
9. Management Information System by Davis and Olson, Tata McGraw Hill

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Semester I</b>			
<b>Subject Name</b>	<b>BUSINESS COMMUNICATION</b>	<b>Subject Code</b>	<b>MS5C-509</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: ABILITY ENHANCEMENT</b>			
<b>Course Objective:</b> To help the student acquire the theoretical and practical knowledge of oral, written and interpersonal skills of communication in business, so as to improve his managerial abilities.			
<b>Learning Outcome:</b> At the end of the course students should be able to; To identify objectives, analyze audiences, and choose the most effective structure and style for delivering strategically sound written and spoken messages in a dynamic and diverse business environment.			
<b>Examination scheme:</b> The internal assessment will be of 40 marks based on three assessments of 20 marks each, out of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 40 marks and have theory questions. Section B will be of 20 marks and consist of case(s).			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Nature of Business Communication</b>	1.1 Need, importance and purposes of communication in organizations 1.2 Elements and environment of communication 1.3 Models of communication 1.4 Forms and networks of organizational communication 1.5 Types of communication barriers and how to overcome them 1.6 Listening, types of listening and effective listening 1.7 Elements of effective communication	<b>10</b>	
<b>Unit-2 Non-verbal Communication</b>	2.1 Importance of appearance and how to use it as a tool in communication 2.2 Body language and oculesics 2.3 Paralanguage 2.4 Proxemics 2.5 Chronemics 2.6 Haptics 2.7 Using non-verbal tools (oral and written) to communicate effectively	<b>07</b>	
<b>Unit-3 Presentations, Interviews,</b>	3.1 Preparation of content for presentation 3.2 Understanding the audience 3.3 Importance of rehearsals	<b>10</b>	

<b>Group Discussions and Business Meetings</b>	3.4 Using visual aids in presentations 3.5 Handling questions 3.6 Writing a resume' 3.7 Types of interviews 3.8 Preparation for an interview 3.9 Do's and don'ts during an interview 3.10 Understanding the group in a group discussion 3.11 Do's and don'ts in a group discussion 3.12 Meetings in business and its types 3.13 Notice and agenda 3.14 Minutes of a meeting 3.15 Mannerisms, etiquettes and assertiveness in oral communication	
<b>Unit- 4 Business Writing</b>	4.1 Types of business letters 4.2 Structure and format of letters 4.3 Memorandums and circulars 4.4 e-mails 4.5 Text messaging 4.6 Report writing 4.7 Importance of written communication 4.8 Appropriate tone in business writing	<b>08</b>
<b>Unit -5 Negotiation Skills</b>	5.1 Need for negotiation 5.2 Process of negotiation 5.3 Barriers to negotiation and how to overcome them	<b>04</b>
<b>Unit-6 Issues in Communication</b>	6.1 Handling diversity (gender, culture, ethnicity, etc.) 6.2 Tolerance and acceptance of diversity 6.3 Emotional intelligence and its impact on communication 6.4 Social intelligence and its impact on communication 6.5 Ethics in communication	<b>06</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Text Reading: Latest Editions</b>  M.Raman and P.Singh, <b>Business Communication</b>, latest edition, Oxford University Press, India.  William V. Ruch, <b>Business Communication</b>, Maxwell Macmillan, New York.  LaniArredono, <b>The McGraw-Hill 36-Hour Course: Business Presentation</b>, McGraw-Hill, New York.  Bill Scott, <b>The Skills of Communication</b>, Jaico, Bombay.  Ronald E. Dulek and John S. Fielden, <b>Principles of Business Communication</b>, McMillan, New York.  Dalmer Fisher, <b>Communication in Organizations</b>, Jaico Publishing House, India.  M. E. Guffy, <b>Essentials of Business Communication</b>, Thomson Publication.  Shirley Taylor, <b>Communication for Business</b>, Pearson Education.</p>		



<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>MBA (Financial Administration) Semester I</b>			
<b>Subject Name</b>	<b>BUSINESS ETHICS AND MANAGEMENT BY INDIAN VALUES</b>	<b>Subject Code</b>	<b>MS5C-511</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: Interdisciplinary</b>			
<b>Course Objectives:</b>			
<ul style="list-style-type: none"> <li>• To acquaint the students with ethics and Indian ethos along with its relevance to managerial decision making.</li> <li>• To provide the necessary theoretical and conceptual foundation of ethics and ethical behavior in organizations.</li> <li>• To promote an understanding of Indian values and value system in detail and its universal applicability in understanding human behavior.</li> </ul>			
<b>Learning Outcomes:</b>			
At the end of the course, students should be able to;			
2. Understand nature and purpose of ethics and ethical norms.			
3. What exactly business ethics is and how it is different from corporate social responsibility.			
4. Learn and apply important theoretical frameworks in business situation and decision making.			
5. Learn and understand various concepts of Indian ethos and how they impact various key business decisions.			
6. Understand importance of self-management and work place spirituality.			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Nature and purpose of Ethics, Ethical Norms.</b>	<b>1.1</b> Concept and Nature of Ethics- Business Ethics <b>1.2</b> Role and purpose of Ethics for business <b>1.3</b> Ethical Norms and Principles for business		<b>03</b>
<b>Unit-2 Theories of Business Ethics</b>	2.1 Different Theories of Business Ethics 2.2 Business Ethics and Corporate social Responsibility 2.3 Nature of Utilitarian view of Business Ethics		<b>03</b>
<b>Unit-3 Corruption and Whistle blowing</b>	3.1 Nature and types of Corruption in India 3.2 Method and means of checking corruption in India 3.3 Whistle blowing		<b>03</b>
<b>Unit- 4 Indian Ethos</b>	4.1 Management and Culture, Management is Culture bound (Discussion) 4.2 Concept and Nature of Indian Ethos for Management 4.3 Sources of Indian Ethos in Management and problems in		<b>03</b>

	understanding them	
<b>Unit -5 Sources of Indian Ethos and Management</b>	Representative Sources of Indian Ethos in Management 5.1 Vedas, Shastras, Smritis, Puranas, Upanishads 5.2 Ramayana, Mahabharata- Special Reference to Bhagwat Geeta 5.3 Arthashastra, Ramcharitmanas, Panchatantra, Hitopadesh 5.4 Guru Granth Sahib, Teachings of Buddha and Mahaveer 5.5 The Holy Bible, The Holy Quran (Should they be included in Indian Ethos: Discussion) 5.6 Kabir, Rahim, Ramkrishna Paramhansa, Swami Vivekananda, Local folk songs, idioms and folk tales	<b>10</b>
<b>Unit-6 Values for Indian Managers</b>	6.1 Values v/s Skills, Value System 6.2 Values and Purity of Mind 6.3 Indian Values and Wisdom relevant to modern management	<b>04</b>
<b>Unit -7 Human Behavior</b>	7.1 Models of motivation and Leadership in Indian thoughts, Examples from scriptures 7.2 Guna Theory, Karma Theory and Sanskar Theory	<b>08</b>
<b>Unit-8 Work Ethics and Models of Motivation and Leadership</b>	8.1 Work Ethics & Ethics in Work 8.2 Life Goals or Purusharthas, Professionalism and Karma Yoga	<b>03</b>
<b>Unit-9 Indian Heritage and Corporate Social Responsibility</b>	9.1 Five fold debts (Pancha Rina) v/s Corporate Social Responsibility (Discussion)	<b>02</b>
<b>Unit-10 Management of the Self and Workplace Spirituality.</b>	10.1 Management of the Self and Workplace Spirituality.	<b>06</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>

**Learning Resources: (latest Editions of the books and material)**

1. A.C Fernando, Business Ethics: An Indian Perspective, Pearson
2. Weiss, Business Ethics Concept & Cases, Cengage Learning
3. Velasquez, Business Ethics, Concepts & Cases, PHI
4. Murthy, Business Ethics, Himalaya Publishing House
5. Al Gini, Case Studies in Business Ethics, Pearson Education.
6. Shashtri J.L., Ancient Indian Tradition and Mythology, Motilal Banarsidas, New Delhi
7. F. Max Muller, Sacred Books of East, Motilal Banarsidas, New Delhi
8. S.K. Chakraborty, Ethics in Management-Vedantic Approach, New Delhi, Oxford India Ltd.,

<b>M.B.A. (Financial Administration) Semester – I</b>		<b>Batch 2019-21</b>	
<b>Subject Name</b>	<b>Indian Financial System</b>	<b>Subject Code</b>	<b>MS5C-513</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: Core</b>			
<b>Course Objective:</b> To enable the students to gain acumen, insight and through knowledge relating to the various aspects of corporate finance, emerging financial services and their regulatory frameworks.			
<b>Learning Outcome:</b> After studying this syllabus the learner should be able to: <ol style="list-style-type: none"> <li>1. Understand various organizations and institutions and their regulatory bodies in Indian Financial System.</li> <li>2. Roles and responsibilities of working institutions in Indian financial system.</li> <li>3. Procedures of issue of securities and maintaining transactions in primary and secondary markets.</li> </ol>			
<b>Examination Scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Hours</b>
<b>UNIT –I Introduction to Indian And Global Financial System</b>	1.1 Introduction to Indian Financial System 1.2 Introduction to Global Financial System 1.3 Structure of Indian Financial System 1.4 Characteristics of Indian Financial System 1.5 Organization of Indian Financial System		04
<b>UNIT-2 Financial Markets</b>	2.1 Functioning of Financial market 2.2 Purpose of financial market 2.3 Global financial market Roles and responsibilities 2.4 Importance of Financial Markets.		04
<b>UNIT-3 Money Market</b>	3.1 Introduction to Money Market, need importance and market players 3.2 Money Market Instruments 3.3 Evolution of Money Market in India 3.4 Call Money Market, Commercial Paper, Certificates of Deposit, Gilt Edged Securities Market (Dated Securities), Treasury Bills (Repurchase Agreement).		07
<b>UNIT- 4 Capital Market</b>	4.1 Primary Market - Introduction, Public Issue, of Book Building Process, Unlisted Companies, 4.2 Role of SEBI in Primary Market, 4.3 Intermediaries involved and their Role in Primary Market, 4.4 Issues of Prospectus, Dematerialization.		17

	4.5 Secondary Market - Introduction, 4.5 History and Growth of Stock Markets in India, 4.6 Stock Market Indices, Determinants of a Stock Index Methods of Index Construction, 4.7 Popular Indian Indices, Major U.S. Indices, Advantages of Stock Exchange, Type of Broker in Stock Exchange, 4.8 Trading Mechanism on a Stock Exchange, Insider Trading, and Insider Defined.	
<b>UNIT -5</b> <b>Security Exchange Board Of India (SEBI)</b>	5.1 Security Exchange Board of India (SEBI) - Introduction 5.2 Activities of SEBI, 5.3 SEBI & Primary Market, 5.4 SEBI & Secondary Market, SEBI & Mutual Funds, 5.5 SEBI and Takeover Norms	04
<b>UNIT-6</b> <b>Reserve Bank of India</b>	6.1 Establishment of RBI 6.2 Organization and Management 6.3 Main Role and Functions of RBI 6.4 Monetary Policy of RBI	03
<b>UNIT-7</b> <b>Development Financial Institutions in India</b>	7.1 Industrial Credit & Investment Corporation of India Ltd. (ICICI) - Functions/Services offered by ICICI, 7.2 Industrial Finance Corporation of India (IFCI) - Products & Services, Industrial Development Bank of India (IDBI) - History and Growth. 7.3 National Bank for Agriculture & Rural Development (NABARD), Small Industries Development Bank of India (SIDBI), Schemes, 7.4 EXIM Bank of India, Export Services, Development Banks 7.5 Future Ahead, The Role of Development Banks & Impact of Liberalization.	06
<b>Total Classroom Contact Sessions In Hours</b>		45
<p>Lectures, Discussions, Presentations, Case studies, Group activities etc.</p> <p>Text Books:</p> <ol style="list-style-type: none"> <li>1. Vasant Desai, "Indian Financial System and Development", Himalaya Publication, Latest publication</li> <li>2. Bharti Pathak, "Indian Financial System" Pearson education.</li> <li>3. M.Y. Khan, "Financial Services", Tata McGraw Hill.</li> <li>4. B.S. Bhatia, G.S. Batra, "Management of Capital Markets, Financial Services and Institutions", Deep and Deep Publications.</li> </ol> <p>Reference Books:</p> <ol style="list-style-type: none"> <li>1. Machiraju H.R., "Merchant Banking", New Age International Pub. Ltd., Wiley Eastern Ltd.</li> <li>2. J.C. Verma, "Venture Capital Finance In India", Response Books.</li> <li>3. Dr. Brahmaiah, "Lease Financing", Himalaya Publication.</li> </ol> <p>WebReferences:</p> <p><a href="http://www.rbi.org.in">www.rbi.org.in</a> www.shodhganga.com, www.questedustation.com, Supplementary Material: Notes (soft copy), PPTs, NEWS Papers and Magazines</p>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>(Financial Administration) Semester I</b>			
<b>Subject Name</b>	<b>MICRO ECONOMICS</b>	<b>Subject code</b>	<b>MS5C-515</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b> Objective of this Course is to help the students understand concept and theories of economics and analyze economic environment.			
<b>Learning Outcome:</b> At the end of the course students should be able to; Basics and theories economics and relate to the economic environment. Present changes in economic environment and their effects on business units and individuals.			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
Content			5
<b>UNIT –I Introduction to microeconomics:</b>	1.1 Nature scope, characteristics and significance of micro economics. 1.2 Relationship of microeconomics with economics 1.3 operation research, 1.4 Decision making, statistics, accounting.	6	
<b>Unit-2 Fundamental concepts:</b>	2.1 Incremental reasoning, Marginal analysis, 2.2 Equimarginal utility, time perspective, 2.3 consumer surplus, opportunity cost 2.4 time value of money 2.5 Theories of Firm – Managerial theories – Baumol and Williamson 2.6 Behavioral theories – Simon, Cyret and March.	6	
<b>Unit-3 Supply &amp; Demand Analysis</b>	3.1 Concept, Determinates & Types of Demand. 3.2 Utility and its types 3.3 law of Diminishing Marginal utility 3.4 Demand Function, Law of Demand. 3.5 Elasticity of Demand Price, Income, Cross, Advertising & price expectation. 3.6 Demand Forecasting.	6	

<b>Unit- 4 Production and cost analysis:</b>	4.1 Meaning of production, production function, 4.2 short run and long run production analysis. 4.3 Isoquant curves and Isocost lines, Ridge lines, Equilibrium production, expansion path. 4.4 Cost – meaning and types of cost, cost function, 4.5 short run and long run cost function. 4.6 Economies and diseconomies of scale. 4.7 Law of supply.	6
<b>Unit -5 Pricing:</b>	5.1 Price determination under perfect competition. 5.2 Monopoly and Price Discrimination 5.3 Monopolistic Competition, 5.4 Oligopoly – kinked demand curve, 5.5 cartel formation, price leadership.	4
<b>Unit-6 Profit:</b>	6.1 Meaning, types and theories of profit 6.2 profit planning 6.3 break even analysis	6
<b>Unit-7 Micro-macro interrelations</b>	7.1 Circular flow of economic activity, 7.2 National Income concepts 7.3 Concepts and Objectives of Private Business. 7.4 Meaning and Phases of Business Cycles: 7.5 Economic stabilization 7.6 Role of govt. in the economy.	6
<b>Unit-8 Concepts, recent trends in Indian Economy, of the following:</b>	8.1 Monetary Policy, Fiscal Policy, 8.3 Foreign Trade Policy 8.4 Exchange Rate Policy 8.5 features	45
	<b>Total Class Room Contact Sessions</b>	45

# **SEMESTER II**

**INSTITUTE OF MANAGEMENT STUDIES**

<b>M.B.A. (Financial Administration) Batch 2019-21 Semester II</b>			
<b>Subject Name</b>	<b>FINANCIAL MANAGEMENT</b>	<b>Subject Code</b>	<b>MS5C-502</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b> The objectives of this course are to help the students learn the concepts, tools and skills of financial analysis and financial management, and application in the efficient conduct of business.			
<b>Learning Outcome:</b> At the end of the course students should be able to: 1. Understand Concepts of Financial Management and their Application in Financial Analysis and Interpretation. 2. Use Financial Management Tools for Managerial Decision Making.			
<b>Examination Scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>Unit – 1 Introduction</b>	1.1. Meaning and Objectives of Financial Management. 1.2. Scope and Functions of Financial Management. 1.3. Wealth Maximization v/s Profit Maximization. 1.4. Short Term and Long Term Sources of Finance in India.		<b>08</b>
<b>Unit– 2 Investment Decision</b>	2.1. Concept of Time Value of Money. 2.2. DCF and Non DCF Methods for Evaluating Projects. 2.3 ROI and ROE		<b>04</b>
<b>Unit-3 Financing Decisions</b>	3.1. Relationship between Investment and Financing Decisions, 3.2. Cost of Debt & Bonds, Cost of Preference Share, Cost of Equity 3.3 Weighted Average Cost of Capital and Optimum Capital Structure.		<b>06</b>
<b>Unit –4 Leverage Analysis</b>	4.1. Determination of operating leverage, financial leverage and total leverage. 4.2. Financial Break-Even and Equilibrium Point 4.3. Leverage and Financial Distress.		<b>06</b>
<b>Unit –5 Capital Structure and Firms Value</b>	5.1. Net Income Approach. 5.2. Net Operating Income Approach. 5.3. Traditional Approach. 5.4. MM Approach. 5.5. EBIT --- EPS Analysis.		<b>04</b>



<b>Unit –6 Dividend Decisions</b>	<b>6.1.</b> Dividend Theories. <b>6.2.</b> Factors Affecting the Dividend Policy. <b>6.3.</b> Alternative Forms of Dividend. <b>6.4.</b> Dividend Discount Model.	<b>04</b>
<b>Unit –7 Working Capital Management</b>	<b>7.1.</b> Cash and Liquidity Management. <b>7.2.</b> Credit Management. <b>7.3.</b> Determination of Working Capital and its Financing. <b>7.4.</b> CMA form for Working Capital.	<b>06</b>
<b>Unit—8 Application of Financial Tools</b>	<b>8.1</b> Understanding of Annual Reports and Financial Statements for analysis. <b>8.2</b> Arrangement of financial data for analysis and interpretation. <b>8.3</b> Cases of Financial Performance. <b>8.4</b> Cases of Financial Viability.	<b>07</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Text Reading: Latest Editions</b></p> <ol style="list-style-type: none"> <li>1. Pandey, I.M. financial Management, Vikas Publishing House, New Delhi.</li> <li>2. Khan M.Y. and Jain P.K. Financial Management, Tata McGraw Hill, New Delhi.</li> <li>3. Keown, Arthu J., Martin, John D., Petty, J. William and Scott, David F, Financial Management. Pearson Education.</li> <li>4. Chandra, Prasanna; Financial Management TMH, New Delhi.</li> <li>5. Van Horn, James C., Financial management and Policy, Prentice Hall of India.</li> <li>6. Brigham &amp; Houston, Fundamentals of Financial Management, Thomson Learning, Bombay.</li> <li>7. Kishore, R., Financial Management, Taxmans Publishing House, New Delhi.</li> </ol>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>COST AND MANAGEMENT ACCOUNTING</b>	<b>Subject Code</b>	<b>MS5C-504</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• To make the students to understand the Concept of Cost Accounting and Management Accounting.</li> <li>• To make them understand importance of Cost &amp; Management Accounting in managerial decision making</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ol style="list-style-type: none"> <li>1. Concepts of Cost accounting, its use and importance.</li> <li>2. Learning the concept of Management accounting and its use.</li> <li>3. Students will learn to use Costing and Management Accounting in decision making.</li> </ol>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I</b> Introduction to Cost Accounting	<b>1.1.</b> Concepts of Cost, Nature, Role and scope <b>1.2</b> Classification of Cost <b>1.3</b> Total Costing, Cost Reduction and Control		<b>06</b>
<b>Unit-2</b> Costing Methods	<b>2.1</b> Unit Costing, <b>2.2</b> Job and Batch Costing <b>2.3</b> Contract and Process Costing <b>2.4</b> Operation Costing		<b>14</b>
<b>Unit-3</b> Standard Costing & Variance Analysis	<ol style="list-style-type: none"> <li>a. Introduction to Standard Costing</li> <li>b. Setting and Revision in Standard Costing</li> <li>c. Calculation of different type of Variance</li> <li>d. Concepts of Variance Analysis</li> </ol>		<b>05</b>
<b>Unit- 4</b> Management Accounting	<b>4.1</b> Introduction to Concept & Scope of Management Accounting <b>4.2</b> Functions and its limitation <b>4.3</b> Relationship with Cost and Financial Accounting <b>4.4</b> Decision Making role		<b>02</b>

<b>Unit -5</b> Financial Statement Analysis-I&II	5.1 Concept of Ratio Analysis, 5.2 Various concepts of Liquidity and Solvency Ratios 5.3 Cash Flow & Fund Flow Statement	<b>06</b>
<b>Unit -6</b> Cost- Volume Profit Analysis	6.1 Marginal Costing 6.2 Calculation of BEP and its interpretation in different situations 6.3 Cost and Volume Profit Analysis	<b>03</b>
<b>Unit-7</b> Budgeting & Budgetary Control	7.1 Introduction to Budget and its types 7.2 Advantages and Limitation of budgetary controls	<b>04</b>
<b>Unit-8</b> Decision Making	8.1 Concept of Decision Making 8.2 Numerical of decision making	<b>05</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<b>Text Reading:</b>		
<ol style="list-style-type: none"> <li>1 Colin Drury; "Management &amp; Cost Accounting" Thomson Learning.</li> <li>2 Ravi M. Kishore; "Management Accounting &amp; Financial Analysis" Taxman Publication.</li> <li>3 Khan &amp; Jain; "Management Accounting" Tata McGraw Hill.</li> <li>4 D.K. Mittal; "Cost Accounting" Galgotia Publishing Company.</li> <li>5 Ravi M. Kishore; "Management Accounting" Taxman Publication.</li> </ol>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>FINANCIAL PRODUCTS AND SERVICES</b>	<b>Subject Code</b>	<b>MS5C-506</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>To be able to gain insight and through knowledge relating to the various aspects of corporate finance</li> <li>To understand the various rules, regulations and guidelines setup for investors regarding the regulatory framework.</li> <li>To develop an understanding towards the emerging financial services.</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ul style="list-style-type: none"> <li>To be able to suggest the financial options available for long term as well as short term finance.</li> <li>Analyze various financial instruments present in the market and their regulations.</li> <li>Define the investment pattern for investors at elementary level.</li> <li>Understand the risk and returns attached with the various kinds of financial instruments available in Indian market.</li> </ul>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I</b> <b>Financial Services</b>	1.1Introduction to Financial Services 1.2Nature of Financial Services 1.3Scope of Financial Services 1.4Types of Financial Services 1.5Fund Based Financial Services 1.6Fee Based Financial Services		<b>06</b>
<b>UNIT –II</b> <b>Leasing And Hire Purchase</b>	2.1Introduction to Leasing 2.2Meaning and Types of Leasing 2.3Legislative Frameworks related to Leasing 2.4Depreciation implacability with reference to Leasing 2.5Problems on Depreciation – Straight Line Method and Reducing Balance Method 2.6Problems on Leasing with Tax imposition 2.7 Introduction to Hire Purchasing 2.8Concept and features of Hire Purchase 2.9Tax and depreciation implication		<b>10</b>

	2.10Problems on Hire Purchase	
<b>Unit-III Credit Rating And Securitization Of Debt</b>	3.1Introduction to Credit Rating 3.2Defination and Meaning of Credit Rating 3.3Process of Credit rating of Financial instruments 3.4Rating methodology 3.5Introduction to various Rating Agencies 3.6Rating Symbols of different companies 3.7Securitization of Debts- Meaning and Features 3.8Special Purpose Vehicle, Pass through certificate and mechanism 3.9Benefits of Securitization 3.10Issues of Securitization	10
<b>Unit-IV Depository Services</b>	4.1Introduction to Depository services 4.2Role of depositories in Indian Market 4.3Advantages of the Depository system, NSDL and CDSL, Depository participants and their roles 4.4Stock broking services including SEBI guidelines	04
<b>Unit-V Mutual Funds</b>	5.1Introduction to Mutual Fund 5.2Structure of Mutual Funds , Types of Mutual Funds 5.3Exchange Traded Funds ,Hedge Funds and Advantages of Mutual Funds 5.4Accounting Aspects and Performance Evaluation of Mutual Funds 5.5Regulations relating to Mutual Funds	05
<b>Unit-VI Factoring and Forfeiting</b>	6.1Intoduction to concept of Factoring 6.2Types,Mechanism, Advantages and Disadvantages of Factoring 6.3Introduction to concept of Forfeiting 6.4 Types, Mechanism, Advantages and Disadvantages of Forfeiting, Difference between Factoring and Forfeiting with the help of numerical	04
<b>Unit-VII Credit Cards</b>	7.1Introduction to Credit Cards and its Concept 7.2Operational Procedure related with the working of Credit Card mechanism 7.3Advantages and Disadvantages of Credit Cards	03
<b>Unit-VIII Venture Capital Finance</b>	8.1Concept of Venture Capital Finance 8.2Procedure to obtain Venture Capital Finance 8.3Importance and advantages of Venture Capital Finance	03
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>

**Learning Resources:****Text Books:**

1. Bharti Pathak “Indian Financial System”, Pearson Education
2. M.Y.Khan “Financial Services”, Tata McGraw Hill.
3. SEBI Manual, Taxman
4. RBI Manual, Taxman
5. Harsh V Verma, Marketing of Services, Global Business Press
6. Meir Kohn, Financial Institutions and Markets, Tata McGraw Hill.

**Reference Books:**

1. Machiraju H.R “Indian Financial System”, Vikas Publishing House Pvt. Ltd, Latest Edition.
2. L.M.Bhole, “Financial Institutions and Markets”, TMH, Latest Edition.
3. Various manuals and guidelines issued by Financial Institutions , Latest Edition.

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>Macro Economics</b>	<b>Subject Code</b>	<b>MS5C-508</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b> The objective of the course is to conversant the students with the concept of macro-economics to enable them to analyze Macro Economic factors relevant to business management.			
<b>Learning Outcome:</b> Objective of this Course is to help the students analyze and understand economic environment.			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			
		<b>Content</b>	
<b>UNIT –I</b> <b>Introduction to macroeconomics</b>	1.5 Nature of Macro economics 1.6 Scope of Macro economics 1.7 importance of Macroeconomics 1.8 limitations of Macroeconomics 1.9 stock & flow concept 1.6 Micro vs macro		
<b>Unit-2</b> <b>Fundamental Theory</b>	1.1 Classical Theory employment 1.2 its criticism 1.3 Say's law of markets 1.4 its criticism.		
<b>Unit-3</b> <b>Keynes theory of employment</b>	1.1 Keynesian theory of employment 1.2 Its criticism 1.3 determination of effective demand 1.4 aggregate supply 1.5 aggregate demand 1.6 relation between them		
<b>Unit- 4</b>	4.1 Investment in Keynesian Theory 4.2 its types 4.3 The concept of multiplier 4.4 Investment multiplier, Government budget Multiplier 4.5 Tax Multiplier, Foreign Trade Multiplier.		
<b>Unit -5</b>	5.1 The Consumption Function: Meaning of Consumption function 5.2 Significance of MPC 5.3 Keynesian Psychological law of consumption 5.4 its importance		

<b>Unit-6</b>	6.1 Money:- Nature & Definition, 6.2 classification of money 6.3 Fisher's quantity theory of money 6.4 other theories
<b>Unit-7</b>	7.1 Theories of Interest Rates 7.2 Classical theory of interest, 7.3 Keynesian Liquidity Preference theory of interest 7.4 other theories
<b>Unit-8</b>	8.1 Monetary Policy:- Objectives of monetary policy 8.2 its instruments 8.3 overview of latest Monetary Policy.
<b>Unit-9</b>	9.1 Fiscal Policy:- Objectives 9.2 its Significance 9.3 overview of latest Fiscal Policy
<b>Unit-10</b>	10.1 Business Cycle:- Meaning and Nature of Business Cycles 10.2 Types of Business Cycles 10.3 Theories of Business Cycles 10.4 importance
<p><b>Learning Resources:</b></p> <p><b>Text Readings (Latest Edition)</b></p> <ol style="list-style-type: none"> <li>1. "Macro-Economics" M.L. Jhenigan</li> <li>2. "Macro-Economics" M.L. Seth</li> <li>3. "Macro-Economics" Mishra &amp; Puri</li> </ol> <p><b>Suggested Reading(Latest Edition)</b></p> <ol style="list-style-type: none"> <li>1. "Macro-Economics Theories and Policies" Dornbusch, Fischer, Stanley.</li> <li>2. "Macro-Economics" L. Frayon</li> </ol>	



<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>BUSINESS LAW</b>	<b>Subject Code</b>	<b>MS5C-510</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: GENERIC</b>			
<b>Course Objective:</b> To acquaint students with general business law issues to help become more informed sensitive and effective business leaders. To provide the students with an understanding of fundamental legal issues pertaining to the business world to enhance their ability to manage businesses effectively.			
<b>Learning Outcome:</b> At the end of the course students should be able to; 1. Provide an overview of important laws that have a bearing on the conduct of business in India 2. Examine the various legal forms that a business entity can take and the relative advantages and disadvantages of each of these forms 3. Understand various modes of dispute resolution in business transactions			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Sessions</b>
<b>UNIT –I The Contract Act, 1871</b>	1.1 Nature and classification of contracts - Essential elements of a valid contract 1.2 Offer and Acceptance - Consideration - Capacities of Parties 1.3 Provisions relating to free consent, void agreements 1.4 Provisions relating to performance and discharge of contract 1.5 Breach of contract - Meaning and remedies	<b>03</b>	
<b>Unit-2 companies act 2013</b>	2.1 Meaning and essential features of a company, Types of companies 2.2 Formation of company, memorandum and articles of association, Prospectus 2.3 company meetings, company directors and managers concept of independent directors, duties of directors, appointment remuneration and allied matters 2.4 Single person company, company secretary duties and responsibilities 2.5 CSR guidelines and rules	<b>08</b>	
<b>Unit – 3 Sales and competition laws</b>	3.1 Contract for Sale of Goods as per sales of goods act 1930 - Meaning - Essentials of a Contract of Sale - Formalities of a Contract of sale 3.2 Provisions relating to conditions and Warranties 3.3 Provisions relating to transfer of property or ownership	<b>08</b>	

	3.4 Provisions relating to performance of Contract of Sale - Rights of Unpaid Seller – Rules as to delivery of goods. 3.5 competition act 2002: Objectives and anti-competitive agreements 3.6 Abuse of competitive position, combination and its regulations 3.7 competition commission: composition, duties, powers and functions	
<b>Unit- 4 The Negotiable Instruments Act, 1881</b>	4.1 Negotiable Instruments - Meaning, Characteristics, Types, Parties – Holder and holder in Due Course 4.2 Negotiation and Types of Endorsements 4.3 Dishonors of Negotiable Instrument - Noting and Protest 4.4 Liability of parties on Negotiable Instrument.	<b>04</b>
<b>Unit -5 Investment Laws</b>	5.1 SEBI act 1992: Objectives and salient features of securities 5.2 SEBI: composition Powers and functions 5.3 SEBI Guidelines: Pre-issue formalities, disclosure standards, legal requirements, operations of clearing 5.4 SEBI guidelines for mutual funds and venture capital	<b>04</b>
<b>Unit-6 The Consumer Protection Act, 1986</b>	6.1 Definitions of Consumer, Complainant, Goods, Service - Meaning of Consumer Dispute, Complaint - Unfair Trade Practices - Restrictive Trade Practices 6.2 Rights of Consumers 6.3 Consumer Disputes Redressal Agencies	<b>03</b>
<b>Unit-7 Miscellaneous Laws</b>	Miscellaneous brief Outline of various laws: 7.1 Introduction to IT act 2000, Digital signature, Major cyber-crime and penalty 7.2 Meaning of patent, copyright and trademark and registration procedure, Major penalties on violation of patent, copyright and trademarks. 7.3 basic guidelines and penalties under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 ,	10
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>40</b>
<p><b>Text Reading: Latest Editions</b></p> <ol style="list-style-type: none"> <li>1. Elements of Mercantile Law by N.D. Kapoor, Sultan Chand, 32nd Edition</li> <li>2. Legal Aspects of Business, Akhileshwar Pathak, Tata McGraw Hill, 4th Edition</li> <li>3. Business Law, S.S.Gulshan, Excel Books, 4th Edition.</li> <li>4. Business Law for Management, K.R.Bulchandani, Himalaya Publications, revised 6th Edition.</li> </ol> <p><b>For Reference</b></p> <ol style="list-style-type: none"> <li>1. Bare Acts</li> <li>2. Corporate Law Advisor</li> </ol> <p><b>Web Reference:</b></p> <ol style="list-style-type: none"> <li>1 <a href="http://www.vakilno1.com">www.vakilno1.com</a></li> <li>2 <a href="http://www.Indiankanoon.org">www.Indiankanoon.org</a></li> <li>3 <a href="http://www.companylawonline.com">www.companylawonline.com</a> , <a href="http://www.sebi.gov.in">www.sebi.gov.in</a></li> </ol>		

<b>M.B.A. (Financial Administration) MS5C Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>ORGANISATIONAL BEHAVIOUR</b>	<b>Subject Code</b>	<b>MS5C-512</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: Core</b>			
<b>Course Objective:</b> This course aims to improve students understanding of human behavior in organization and the ability to lead people to achieve more effectively toward increased organizational performance. After completing this course, students should be able to: <ol style="list-style-type: none"> <li>1. Understand individual behavior in organizations, including diversity, personality, attitude perception, learning and motivational theories.</li> <li>2. Understand group behavior in organizations, including group and team development leadership, conflict management</li> <li>3. Understand the organizational system, including organizational culture, change and stress management.</li> </ol>			
<b>Learning Outcome:</b> <ol style="list-style-type: none"> <li>1. Students will find keys to understand people</li> <li>2. Students can find the basis of individual and group behavior</li> <li>3. Students will develop various soft skills</li> </ol>			
<b>Examination Scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 40 marks and have five theory questions out of which a student will be required to do any four questions. Section B will be of 20 marks and consist of case(s).			
<b>Course Contents</b>			<b>Hours</b>
<b>UNIT –I Introduction</b>	<b>1.1</b> Definition, concept, need and importance of OB <b>1.2</b> Nature and scope of OB <b>1.3</b> OB models <b>1.4</b> Case(s) on OB concepts to be discussed in class		<b>04</b>
<b>Unit-2 The Individual Behaviour</b>	<b>2.1 Personality:</b> Determinants and attributes <b>2.2 Perception:</b> Factors influencing perception, process, Attribution theory <b>2.3 Learning:</b> Concept, Theories of learning <b>2.4 Attitude:</b> Concept and types, cognitive dissonance theory <b>2.5 case(s)</b> on individual behavior to be discussed in class		<b>08</b>
<b>Unit-3 Motivation</b>	<b>3.1 concept</b> <b>3.2 Early theories:</b> Maslow’s Hierarchy of Needs, Gregor’s theory X and Y, Two factor theory of Herzberg <b>3.3 Contemporary theory of motivation:</b> Vrooms Expectancy Reinforcement theory <b>3.4</b> One case on Motivation to be discussed in class		<b>05</b>
<b>Unit- 4 Group Behaviour</b>	<b>4.1</b> Defining and classifying group <b>4.2</b> Group development, properties, structure, process <b>4.3</b> Group Dynamics: Group think, Group shift		<b>07</b>

	<b>4.4</b> Teams: Types, creating effective teams <b>4.5</b> One case on Group behavior to be discussed in class	
<b>Unit -5 Leadership</b>	<b>5.1</b> Nature and significance of leadership <b>5.2</b> Trait theories <b>5.3</b> Behavioural theories: Ohio studies, Michigan studies managerial grid <b>5.4</b> Contingency theories: Fiedler model, SLT theory, LMX theory Path goal theory <b>5.5</b> One case on leadership to be discussed in class	<b>08</b>
<b>Unit-6 Conflict</b>	<b>6.1</b> Meaning of conflict, types, transition in conflict thoughts <b>6.2</b> Conflict Process <b>6.3</b> Conflict management Techniques <b>6.4</b> One case on conflict management to be discussed in class	<b>05</b>
<b>Unit-7 Dynamics of OB</b>	<b>7.1</b> Organizational Change: forces of change, resistance to change Lewin's change management model <b>7.2</b> Work stress: Understanding stress, Potential sources consequences and coping strategies <b>7.3</b> Organizational culture: creating and sustaining culture <b>7.4</b> One case on change and stress management to be discussed in class	<b>08</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS IN HOURS</b>	<b>45</b>
<b>Learning Resources:</b> <b>Text Reading:</b> Latest Edition 1. Stephen P. Robbins, " <b>Organizational Behaviour: Concepts, Controversies, and Applications</b> ", New Delhi, Prentice Hall 2. Fred Luthans, " <b>Organizational Behaviour</b> ", New York, McGraw Hill. 3. Bill Scott, " <b>The Skills of Communications</b> ", Jaico Publications, Bombay. 4. John W. Newstrom and Keith Davis, " <b>Organizational Behaviour: Human Behaviour at Work</b> " New Delhi, Tata McGraw Hill. <b>Reference Books:</b> 1. Change Management – Murthy, C. S. V. 2. How to study an Organization – Prof. Giuseppe Bonaz.		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>MARKETING MANAGEMENT</b>	<b>Subject Code</b>	<b>MS5C-514</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: ABILITY ENHANCEMENT</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• The objectives of the course are to equip the students with the concept and methods of Marketing.</li> <li>• The students will be able to plan, design and carry out marketing using the techniques discussed.</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ol style="list-style-type: none"> <li>1. Help to get a basic understanding of marketing concepts.</li> <li>2. Develop skills for marketing.</li> <li>3. Attain some elementary level of knowledge of sales and marketing.</li> </ol>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Marketing Concepts</b>	1.1 Customer Value and Satisfaction 1.2 Customers Delight 1.3 Conceptualizing Tasks and Philosophies of Marketing Management 1.4 Value chain 1.5 Scanning the Marketing Environment.	<b>07</b>	
<b>Unit-2 Market Segmentation, Targeting, Positioning</b>	2.1 Market segmentations 2.2 Levels of market segmentations, patterns, procedures, requirement for effective segmentation 2.3 Evaluating the market segments, selecting the market segments, 2.4 Tools for competitive differentiation 2.5 Developing a positioning strategy 2.6 Marketing Information System 2.7 Marketing Research Process.	<b>08</b>	
<b>Unit-3</b>	3.1 Objectives, Product classification,		

<b>Product Decision</b>	3.2 Product-Mix, 3.3 Product life cycle strategies, 3.4 Introduction and factors contributing the growth of packaging, 3.5 introduction of labeling.	<b>06</b>
<b>Unit- 4 Pricing Decision</b>	4.1 Factors affecting price, 4.2 Pricing methods and strategies.	<b>05</b>
<b>Unit -5 Distribution Decisions</b>	5.1 Importance and Functions of Distribution Channel, 5.2 Considerations in Distribution Channel Decisions, 5.3 Distribution Channel Members.	<b>10</b>
<b>Unit-6 Promotion Decisions</b>	6.1 A view of Communication Process, 6.2 developing effective communication, 6.3 Promotion-Mix elements	<b>05</b>
<b>Unit-7 Emerging Trends in Marketing</b>	7.1 An introduction to Internet Marketing 7.2 Multi level Marketing 7.3 Introduction of CRM & EVENT marketing.	04
	<b>Total Classes</b>	<b>45</b>

**Text Reading: Latest Editions**

1. Philip Kotler “**Principles of Marketing Management**”, New Delhi: Prentice Hall of India.
2. Philip Kotler, “**Marketing Management, Planning Analysis and Control**”, New Delhi, Pearson Education.
3. William L. Pride and O.C. Ferrell, “**Marketing Concepts and Strategies**”, Boston: Houghton Mifflin Co.
4. Marketing Management, RajanSaxena, Tata McGrahill.

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Financial Administration) Batch 2019-21</b>			
<b>Semester II</b>			
<b>Subject Name</b>	<b>RESEARCH METHODOLOGY</b>	<b>Subject Code</b>	<b>MS5C-516</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: ABILITY ENHANCEMENT</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• The objectives of the course are to equip the students with the concept and methods of Business Research.</li> <li>• The students will be able to plan, design and carry out business research using scientific methods and prepare research report(s) / paper(s).</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ol style="list-style-type: none"> <li>1. Help to get solutions to the problems in the corporate world through research.</li> <li>2. Develop research papers to understand the intricacies of research.</li> <li>3. Describe and attain some elementary level of data analysis applicable in research.</li> </ol>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I</b> Introduction to Research Methods	1.1 Role and objectives of business research 1.2 Types of research, 1.3 Research process: Overview 1.4 Problems encountered by researchers in India	<b>08</b>	
<b>Unit-2</b> Research Design	2.1 Defining research problem, objectives and Hypothesis development, 2.2 Need for research design, 2.3 Features of a good research design 2.4 Different research designs and types of research design.(exploratory, descriptive, experimental and diagnostic research).	<b>08</b>	
<b>Unit-3</b> Sampling Theory and Design of Sample Survey	3.1 Census Vs Sample Enumerations 3.2 Objectives and Principles of Sampling 3.3 Types of Sampling, Sampling and Non-Sampling Errors.	<b>06</b>	

<b>Unit- 4</b> Measurement and Scaling Concepts	4.1 Measurement in research, 4.2 Measurement scales, 4.3 Sources of errors in measurement, 4.4 Techniques of developing measurement tools, 4.5 Classification and testing (reliability, verification and validity) scales 4.6 Designing questionnaires.	<b>06</b>
<b>Unit -5</b> Data Collection and Analysis	5.1 Collection, Organization and Presentation 5.2 Analysis: Univariate and bivariate Analysis ( Hypothesis testing) 5.3 Multivariate Analysis (Concepts only)	<b>12</b>
<b>Unit-6</b> Report Writing	6.1 Meaning of interpretation 6.2 Techniques of Interpretation 6.3 Precautions in interpretation 6.4 Significance of report writing 6.5 Steps in report writing 6.6 Layout of report 6.7 Precautions in writing research reports.	<b>05</b>
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<b>Text Reading: Latest Editions</b>		
<ol style="list-style-type: none"> <li>1 William G. Zikmund, “<b>Business Research Methods</b>”, Orlando: Dryden Press.</li> <li>2 C. William Emory and Cooper R. Donald, “<b>Business Research Methods</b>”, Boston, Irwin.</li> <li>3 Fred N Kerlinger, “<b>Foundations of Behavioural Research</b>”, New Delhi: Surjeet Publications.</li> <li>4 David Nachmias and ChavaNachmias, “<b>Research Methods in the Social Sciences</b>”, New York: St.Marlia’s Press.</li> <li>5 C. R. Kothari, “<b>Research Methodology: Methods and techniques</b>”, New Delhi: VishwaPrakashan.</li> </ol>		



# **SEMESTER III**

<b>M.B.A. (Financial Administration) MS5C</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
SUBJECT NAME	FINANCIAL RISK AND DERIVATIVES	SUBJECT CODE	MS5C-601
		TOTAL CREDITS	03
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Financial Risk and Derivatives .			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to; 1.Understand the risk return tradeoff and manage financial risk through the use of various derivative instrument 2. To make them understand operations of derivatives market.			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
COURSE CONTENTS			No. of Sessions
<b>UNIT –1</b> <b>Understanding Risk</b>	<b>1.1.</b> Concept of Risk <b>1.2.</b> Types of Risk <b>1.3.</b> Risk Management Process <b>1.4.</b> Risk Management Strategies		<b>02</b>
<b>Unit-2</b> <b>Introduction to Derivatives</b>	a. Concept of Forwards, Future, Options b. Difference between Forward and Futures c. Types of Options d. Participants in markets Hedgers, Speculators and Arbitragers e. Uses of Derivatives f. Basic Derivatives terminology		<b>08</b>
<b>Unit-3</b> <b>Futures Contract</b>	<b>3.1.</b> Future Terminology <b>3.2.</b> Types of Futures, <b>3.3.</b> Standardization in Futures, <b>3.4.</b> Futures Exchange Clearing House <b>3.5.</b> Types of Orders <b>3.6.</b> Trading in Futures-Mark to Market Process <b>3.7.</b> Convergence of Future and Spot Price <b>3.8.</b> Stock Index Futures <b>3.9.</b> Currency Futures <b>3.10.</b> Interest Rates Future <b>3.11.</b> Hedging Using Futures—Short Hedge, Long Hedge.		<b>10</b>
<b>Unit- 4</b> <b>Options</b>	<b>4.1.</b> Types of Options, <b>4.2.</b> Payoffs from option positions, In the Money option, Out of		<b>10</b>

<b>Market</b>	Money Option, At the Money option, <b>4.3.</b> Naked Option, Exotic Options, Bond Option, Time Value Of Money. <b>4.4.</b> Exchange Traded Option- Stock, Option, Foreign Currency Option, Over the Counter Exchange Option, Index Options, Put Call Parity.	
<b>Unit -5 Option Trading Strategies</b>	<b>5.1.</b> Bull Strategy <b>5.2.</b> Bear Strategy <b>5.3.</b> Butterfly Strategy <b>5.4.</b> Calendar Strategy <b>5.5.</b> Diagonal Spread Strategy <b>5.6.</b> Straddles, Strip and Straps Strategy.	<b>05</b>
<b>Unit-6 Swaps</b>	<b>6.1.</b> Introduction to Swaps <b>6.2.</b> Basic Swap Structure <b>6.3.</b> Interest Rate Swaps <b>6.4.</b> Currency Swaps <b>6.5.</b> Mechanics of Swaps Transactions <b>6.6.</b> Swap options.	<b>05</b>
<b>Unit-7 Greek Letters</b>	<b>7.1.</b> Concept of Delta Theta, Gamma Vega, Rho <b>7.2.</b> Factors Determining Option Price <b>7.3.</b> Black Scholes Mode	<b>05</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<b>Learning Resources:</b> <b>Text Books: Latest Edition of-</b> <b>Hull, J.:</b> Options: Futures and other Derivatives, Prentice Hall, New Delhi. <b>Chance, Don M:</b> An Introduction to Derivatives, Dryden Press, International Edition. <b>Chew, Lilian:</b> Managing Derivative Risk, John Wiley, New Jersey. <b>Das, Satyajit:</b> Swap & Derivative financing, Probus <b>Kolb, Robert W:</b> Understanding Futures Markets, Prentice Hall Inc., New Delhi.		

<b>M.B.A. (Financial Administration)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>DIRECT TAXATION</b>	<b>SUBJECT CODE</b>	<b>MS5C-603</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: CORE</b>			
<b>COURSE OBJECTIVE:</b> The objective of this course is to enable students to develop an understanding of direct taxes and to enable them to calculate taxes of Individuals.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to: <ol style="list-style-type: none"> <li>1. Understand basics of Direct Taxes.</li> <li>2. Compute Income of Individuals.</li> <li>3. Compute Income Tax of Individuals.</li> <li>4. Develop an overall understanding regarding income tax provisions.</li> </ol>			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT-1 Introduction to Income Tax</b>	<ol style="list-style-type: none"> <li>1.1. Introduction to Income.</li> <li>1.2. Introduction to Tax Management: Concept of Tax Planning, Tax Avoidance and Tax Evasion.</li> <li>1.3. Important features and Provisions of Income Tax Act.</li> <li>1.4. Basic Concepts: Assessment Year, Previous Year, Person, Income, Gross Total Income, Capital and Revenue Receipts and Expenditure, etc.</li> <li>1.5. Residential Status and Incidence of Tax.</li> <li>1.6. Agricultural Income.</li> <li>1.7. Exempted Income.</li> </ol>	<b>06</b>	
<b>Unit-2 Salaries</b>	<ol style="list-style-type: none"> <li>2.1. Salary: Meaning, definition, important considerations regarding salary, Taxability of Allowances and Perquisites, Profits in Lieu of Salary, Treatment of PF, Gratuity.</li> <li>2.2. Computation of Salaries taking into consideration all relevant provisions with Numerical/Cases.</li> </ol>	<b>06</b>	
<b>Unit-3 Income From House Property</b>	<ol style="list-style-type: none"> <li>3.1. Important considerations regarding house Property,</li> <li>3.2. House Property exempt from Tax.</li> <li>3.3. Computation of Income from House Property taking into consideration all relevant provisions with Numerical/Cases.</li> </ol>	<b>06</b>	
<b>Unit-4 Profits and Gains of</b>	<ol style="list-style-type: none"> <li>4.1. Basis of Determination of Profits and Gains of Business and Profession: Basis of Charge, Scheme of Provisions, Deductions Expressly Allowed, Expenses Allowed Under</li> </ol>	<b>06</b>	

<b>Business and</b>	Restriction, Depreciation, Tax Planning, Taxation of Firms & Companies, Mergers& Acquisitions. <b>4.2.</b> Computation of Profits and Gains of Business and Profession taking into consideration all relevant provisions with Numerical/Cases.	
<b>Unit -5 Capital Gains</b>	<b>5.1.</b> Meaning and definition of Capital Gains, Capital Assets, Assets not treated as capital Assets, Types of Capital Assets, concept of Cost Inflation Index, Capital Gains Exempt from Tax, Capital Gains Account Scheme, Exemption of Capital Gains, meaning of special terms used in Capital Gain Concept, Meaning of Transfer of Capital Assets, transactions not regarded as Transfer. <b>5.2.</b> Computation of Capital Gains taking into consideration all relevant provisions with Numerical/Cases.	<b>06</b>
<b>Unit-6 Income From Other Sources</b>	<b>6.1.</b> Types on Income from Other Sources, <b>6.2.</b> Deductions Allowable in computing Income from Other Sources, <b>6.3.</b> Treatment of Interest on Securities, <b>6.4.</b> Computation of Income from Other Sources taking into consideration all relevant provisions with Numerical/Cases.	<b>3</b>
<b>Unit-7 Computation of Total Income of Individuals</b>	<b>7.1.</b> Set Off and Carry forward of Losses, <b>7.2.</b> Clubbing of Income and Deemed Incomes, <b>7.3.</b> Deductions from Gross Total Income, <b>7.4.</b> Computation of Total Taxable Income of Individual taking into consideration all relevant provisions with Numerical/Cases. <b>7.5.</b> Calculation of Income Tax of Individuals	<b>6</b>
<b>Unit-8 Assessment &amp; Filing of Return</b>	<b>8.1.</b> Types of assessment. <b>8.2.</b> Filing of Return <b>8.3.</b> Provisions Relating to Advancement Payment of Tax	<b>6</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<b>Learning Resources:</b> <b>Text Books: Latest Edition for the relevant Assessment Year of-</b> 1. H. C.Meherotra, “ <b>Income Tax</b> ”, SahityaBhawan, Agra. <b>Reference Books: Latest Edition for the relevant Assessment Year of -</b> 1. S. Battacharya, “ <b>Indian Income Tax: Law &amp; Practice</b> ”, New Delhi, Indian Law House. 2. V. K.Singania, “ <b>Student Guide to Income Tax</b> ”, New Delhi, Taxman Publication. 3. V. K.Singania, “ <b>Direct Tax Law</b> ”, New Delhi, Taxman Publication. 4. ShripalSaklecha and C.A. AnitSaklecha, “ <b>Income Tax: Tax Planning and Management</b> ”, Indore, Satish Printers.		

<b>M.B.A. (Financial Administration)</b> <b>BATCH 2019-21</b> <b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>INSURANCE AND BANK MANAGEMENT</b>	<b>SUBJECT CODE</b>	<b>MS5C-605</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Insurance and Banking sector.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to; To enable the students to gain acumen, insight and through knowledge relating to the various aspects of Insurance and Banking sector and their regulatory frameworks.			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Understanding Banking</b>	<b>1.5.</b> Evolution of Banking <b>1.6.</b> Banking in India <b>1.7.</b> Types of Banks <b>1.8.</b> Roles of Banks (viz. Intermediation, Payment system, and financial services) <b>1.9.</b> Banking Regulations-- BASEL Norms <b>1.10.</b> Banking Products – Fee based and fund based <b>1.11.</b> Banking Structure in India- RBI, Commercial, Rural and Co-operative banks their role and significance <b>1.12.</b> Capital Adequacy norms for banks, SLR, CRR, CAR	<b>03</b>	
<b>Unit-2 Bank Management</b>	g. Liquidity Management h. Investment Management i. Loan Management j. Liability Management k. Credit Management l. Risk Management m. Commercial banks Balance Sheet and Income Statement, Relationship between B/S and Income Statement n. Return on Equity Model o. Important ratios used in Balance Sheet Analysis ,CAMELS Rating p. Management of assets and liabilities in banks-Profitability and Productivity in Banks	<b>12</b>	

<b>Unit-3 Understanding Insurance</b>	<b>3.1.</b> Definition of Insurance <b>3.2.</b> General Principles of Insurance <b>3.3.</b> Insurance Application and Acceptance Procedure <b>3.4.</b> Insurance Terminology	<b>10</b>
<b>Unit- 4 Life Insurance</b>	<b>4.1.</b> Life Insurance Definition, General Principles of Life Insurance <b>4.2.</b> Types of Life Insurance Products--- Whole Life Policy, Term Policy, Endowment Policy. <b>4.3.</b> Annuities Types <b>4.4.</b> Claim Management of Claim Settlement <b>4.5.</b> Analysis of Balance Sheet of a Life Insurance Company	<b>10</b>
<b>Unit -5 General Insurance</b>	<b>5.1.</b> General Insurance Definition, General Principles of General Insurance <b>5.2.</b> Marine Insurance, Fire Insurance <b>5.3.</b> Motor Vehicle Insurance <b>5.4.</b> Public Liability Insurance <b>5.4.</b> Third Party Insurance <b>5.5.</b> Mediclaim and Health Policies <b>5.6.</b> Group Insurance <b>5.7.</b> Burglary Insurance	<b>10</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>

**Learning Resources:**

**Text Books: Latest Edition of-**

Banking Theory, Law & Practice, **Gordon Natrajan**, HPH

Insurance Management, **S.C.Sahoo&S.C.Das**, HPH

Bank Management & Financial Services, **Rose, Hudgins**, McGraw Hill

Risk Management & Insurance, **Trieschmann, Hoyt, Sommer**, Cengage

Banking and Insurance, **Mohapatra and Acharya**, Pearson

<b>M.B.A. (Financial Administration)</b> <b>BATCH 2019-21</b> <b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT</b>	<b>SUBJECT CODE</b>	<b>MS5C-607</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> The objectives of this course is to provide the students in dept understanding of investment techniques as applied to various forms of securities and acquaint them with the functioning of mutual funds, investment strategies and portfolio management services.			
<b>LEARNING OUTCOMES</b> <ul style="list-style-type: none"> <li>• Ability to understand risk and return on financial assets</li> <li>• Evaluation of key financial assets</li> <li>• Portfolio concepts</li> </ul>			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Introduction</b>	1.1 Concept of Investment, Investment V/S Speculation, 1.2 Financial And Economic Aspect Of Investment, 1.3 Types, Characteristics And Objectives Of Investment 1.4 Selecting Investments in a global market.	<b>04</b>	
<b>Unit-2 Risk Return</b>	2.1 Concept Of Risk And Return, Systematic And Unsystematic Risk 2.2 Analysis of different types of Risks and Return, 2.3 Determinants of Required Rate of Return, 2.4 Risk free rate and factors influencing the risk free rate; Risk Premium. 2.5 Multifactor Model of Risk & Return	<b>06</b>	
<b>Unit-3 Fundamental and Technical Analysis</b>	3.1 <b>Efficient Market Hypothesis:</b> Efficient Market Concept; Different forms of Efficiency, Random walk theory. Challenges to the Efficient Market Hypothesis. 3.2 <b>EIC analysis-</b> Macro economic activity and security Markets. The Cyclical Indicator Approach. Monetary Variables, the Economy and Stock Prices. Inflation, interest rate and security prices 3.3 Analysis of Growth and Value Companies. 3.4 <b>Technical Analysis:</b> Assumptions, Advantages and Challenges. Technical Trading Rules and Indicators Technical Analysis of Equity Markets.	<b>10</b>	



<b>Unit- 4 Valuation of Assets</b>	4.1 Bonds: Bond Fundamentals, Bond Valuation Models: PV Model 4.2 Bonds Yield, Measures Duration, Modified Duration, Immunization Convexity, Bond Value Theorem. 4.3 Equity : Constant Growth Model, Multi-Stage Growth Model, P/E Ratio and Earnings Multiplier Models. 4.4 Valuation Of Preference Shares, Valuation of Warrants, Rights Issued.	<b>10</b>
<b>Unit -5 Portfolio Management:</b>	5.1 Measurement of Expected Risk and Return of Portfolio 5.2 Markowitz Portfolio Theory.. The Efficient Frontier and Investor 5.3 Utility. Optimal Portfolio Selection 5.4 Sharpe's Single Index Model, 5.5 Lagrange Multiplier Theory.	<b>05</b>
<b>Unit-6 Capital Asset Pricing Model &amp; Multi Factor Models:</b>	6.1 Concept of Beta 6.2 SML And CML Valuations. 6.3 Arbitrage Pricing Theory, Empirical Tests of APT 6.4 Estimating Risk in a Multi-factor Setting.	<b>05</b>
<b>Unit-7 Portfolio Performance Evaluation &amp; Portfolio Management Strategy:</b>	7.1 Treynor, Sharpe, Jensen and Information Ratio Performance Measures. 7.2 Passive vs. Active Management. 7.3 Bond Portfolio Management Strategies and Equity Portfolio Management Strategies 7.4 Equity Portfolio Management Strategy-Index Portfolio Construction Techniques.	<b>05</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>

**Learning Resources:**

**Text Books: Latest Edition of-**

1. **Fischer & Jordan**, Security Analysis and Portfolio Management, Prentice Hall India.
2. **Punithavathy Pandian**, Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd.

House Pvt. Ltd.

3. **I. M. Pandey**, Financial Management, Vikas Publishing House Pvt. Ltd.
4. **Martin Pring**, Technical Analysis Explained, McGraw Hill.
5. **V. A. Avadhani**, Investment and Securities Market in India, Himalaya Publishing House.
6. **French, Don**, Security and Portfolio Analysis, Merrill Publishing Co.
7. **Preeti Singh**, Investment Management, Himalaya Publishing.
8. **V. K. Bhalla**, Portfolio Analysis and Management, Sultan Chand & Sons
9. **Agarwal, A** Guide to Indian Capital Markets, New Delhi.
10. **Jack Clark Francis and Richard W. Taylor**, Investment, Schaum's outline series, Tata McGraw Hill

<b>M.B.A. (Financial Administration)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>FINANCIAL STATEMENT ANALYSIS AND VALUATION</b>	<b>SUBJECT CODE</b>	<b>MS5C-621</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: CORE</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Financial Statement Analysis.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to have better understanding of analyzing financial statements for the purpose of valuation of firms and investments.			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1</b> Framework for Financial Statement Analysis	<b>1.13.</b> Understanding financial statements—balance sheet, income statement. Need for financial statement analysis.Limitations of Financial Statements Analysis. <b>1.14.</b> Various tools of Financial Analysis – Horizontal Analysis, Vertical Analysis, Trend Analysis, Common Size Statement.	<b>05</b>	
<b>Unit-2</b> <b>Cash Flow Analysis</b>	<b>2.1.</b> Direct and indirect methods preparation of cash flow statements. <b>2.2.</b> Transaction analysis, reported versus operating changes in assets and liabilities, relation between income and cash flows. Analysis of cash flow trends	<b>07</b>	
<b>Unit-3</b> <b>Ratios and Financial Analysis</b>	<b>3.1.</b> Types of ratios, analysis of firms performance using ratios. Classification and selection of ratios. Cases on analyzing financial statements using Ratios.	<b>07</b>	
<b>Unit- 4</b> <b>Analysis of Long Lived Assets</b>	<b>4.1.</b> Capitalization decisions, capitalization versus expensing— general issues, industry issues, analytical adjustments for capitalization and expensing. <b>4.2.</b> Depreciation concept, need for fixed asset disclosures, impairment of long lived assets. Treatment of long lived assets.	<b>07</b>	
<b>Unit -5</b> <b>Analysis of Financing</b>	<b>5.1.</b> Nature of current and long term liabilities, debt with equity features, effect of changes in interest rates, debt of firms in distress, retirement of debt prior to maturity, bond covenants, nature of	<b>07</b>	

<b>Liabilities</b>	covenants.	
<b>Unit -6 Valuation of Companies</b>	<p><b>6.1.</b> Applying enterprise valuation methodologies including market multiples, precedent transactions and discounted cash flow analysis (DCF).</p> <p><b>6.2.</b> Estimating a Firm's Equity and Enterprise Value for investment and change of control analysis. Estimating a Firm's Cost of Capital: CAPM, Arbitrage Pricing Theory and alternatives to CAPM, Weighted Average Cost of Capital. Valuing Firms with a Changing Capital Structure &amp; Adjusted Present Value. Method of Enterprise Valuation (APV).</p> <p><b>6.3.</b> Relative Valuation using Market Comparables. Equity Capital Raising Transactions, Initial Public Offerings. Valuation in Practice, Corporate Control &amp; Agency Problems. Mergers &amp; Acquisitions. Leveraged Buyouts (LBOs) / Management Buyouts. Valuation in Private Equity Setting &amp; Venture Capital.</p>	<b>12</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<p><b>Learning Resources:</b>  <b>Text Books: Latest Edition of-</b>  <b>Penman, S. H.:</b> Financial Statement Analysis and Security Valuation, 3rd ed., McGraw Hill, Boston.  <b>Ross, S. A., Westerfield, R. W., Jaffe, J. :</b> Corporate Finance, McGraw Hill, Boston.  <b>Soffer, L., Soffer, R.</b> Financial Statement Analysis: A Valuation Approach, Prentice Hall, Upper Saddle River.  <b>Copeland, T. E., Weston, J. F., Shastri, K.</b> Financial Theory and Corporate Policy, d., Pearson, Boston.</p>		

<b>M.B.A. (Financial Administration)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
<b>Subject Name</b>	<b>PROJECT MANAGEMENT</b>	<b>Subject Code</b>	<b>MS5C-623</b>
		<b>Total credits</b>	<b>03</b>
<b>Subject Nature: Core</b>			
<b>Course Objective:</b> The Course Objective is to acquaint students with project management methods and to develop skills on Project Planning, Analysis, Implementation and Control.			
<b>Learning Outcome:</b> It develops various individual skills but it emphasises the need for a systemic approach. The individual skills include: <ul style="list-style-type: none"> <li>• project risk analysis, project success/ failure analysis;</li> <li>• project scheduling, able to use financial model, cost-benefit analysis in project management;</li> <li>• Report writing, presentation and team working.</li> </ul>			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>UNIT</b>	<b>Course Contents</b>	<b>CLASS ROOM SESSIONS</b>	
<b>Unit 1: Introduction</b>	1.1 Meaning, Need And Significance and its types; 1.2 Project Life Cycle and its phases; 1.3 Generation and Screening of Project Ideas.	05	
<b>Unit 2: Project Selection &amp; Analysis</b>	2.1 Market and Demand Analysis, (Including Demand Forecasting); 2.2 Location Analysis; 2.3 Technical Analysis; 2.4 Financial Analysis (Cost of Project, Working Capital Requirement & Its Financing) 2.5 Cost and Benefit Analysis; 2.5 Social Cost Benefit Analysis.	06	
<b>Unit 3: Financial Feasibility And Project Appraisal</b>	3.1: Financial Feasibility Study or Financial Analysis; 3.2 Time Value of Money; 3.3 Cost of Capital; 3.4 Projected Cash Flows; 3.4 Project appraisal (Capital Budgeting) and Appraisal Criteria; 3.5 Analysis of Risk-concept, types, techniques	10	

	of Risk Evaluation, Sensitivity Analysis and common methods for handling Risk.	
<b>Unit 4: Project Financing</b>	4.1 Preparing Project Report, Financial Projections, Estimating Costs. 4.2 Project Financing, Project Appraisal by Financial Institutions.	05
<b>Unit 5: Project Management And Control</b>	5.1 Project Organizations; 5.2 Planning and Control of Project 5.3 Human Aspects of Project Management; 5.4 Project Control Tools (Gantt Charts, Line Off Balance).	06
<b>Unit 6: Network Techniques for Project Management</b>	6.1 Basic Concepts of Networks; 6.2 Line Estimation and Determination of Critical Path (For Both PERT and CPM Models); 6.3 Network Cost Systems; 6.4 Activity Crashing.	07
<b>Unit 7: Project Review</b>	7.1 Need for Reviews; 7.2 Initial Review, Performance Evaluation; 7.3 Abandonment Analysis; 7.4 Evaluating the Capital Budgeting Systems. 7.5 Other Issues: Tax Implications, Environmental, Health and Safety.	06
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Learning Resources:</b></p> <p><b>Text Books:</b></p> <ol style="list-style-type: none"> <li>1. Prasanna Chandra. <b>“Project Planning, Analysis, Selection, Implementation and Review”</b>, New Delhi, Tata McGraw Hill Publications, Latest Edition.</li> <li>2. P. Gopalkrishnan and E. Rama Moorthy, <b>“Text Book of Project Management”</b>. New Delhi, McGraw Hill Publications, Latest Edition.</li> </ol> <p><b>Reference Books:</b></p> <ol style="list-style-type: none"> <li>1. Harold Kerzner, <b>“Project Management: A Systems Approach to Planning, Scheduling and Controlling”</b>, New Delhi, CBS Publications, Latest Edition.</li> <li>2. Rajive Anand, <b>“Project Profiles with Model Franchise Agency and Joint Venture Agreement”</b>, New Delhi, Bharat Publications, Latest Edition.</li> </ol>		

<b>M.B.A. (Financial Administration) BATCH 2019-21 SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>Mergers, Acquisitions &amp; Corporate Restructuring</b>	<b>SUBJECT CODE</b>	<b>MS5C-625</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> In the fast changing economic environment corporate restructuring is required not just to stay afloat amidst cut-throat competition, but also to increase competitive edge. This course intends to provide an understanding of MACR from all the angles - strategic, legal, accounting, taxation, fund raising and valuation.			
<b>LEARNING OUTCOMES</b>			
<ul style="list-style-type: none"> <li>• Understand the basic methods of restricting companies</li> <li>• Understand Financial and legal aspects of Merger, Acquisitions</li> <li>• Get inside into trend setting mergers</li> </ul>			
<b>EXAMINATION SCHEME:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT 1 INTRODUCTION</b>	1.1 Various Forms of Business Alliances <ul style="list-style-type: none"> <li>• Recent M&amp;A Trends , Types of Mergers</li> <li>• Leveraged Buyouts and the Private Equity Market</li> <li>• Corporate Restructuring</li> <li>• Freeze-Outs and the Treatment of Minority Shareholders</li> <li>• Reverse Mergers, Holding Companies</li> </ul> 1.2 History of Mergers <ul style="list-style-type: none"> <li>• Merger Waves - First Wave, 1897—1904, Second Wave, 1916—1929, The 1940s, Third Wave, 1965--1969</li> <li>• Trendsetting Mergers of the 1970s, Fourth Wave, 1984—1989, Fifth Wave, Sixth Merger Wave</li> </ul>		
<b>UNIT 2 MERGERS &amp; TAKEOVERS</b>	<ul style="list-style-type: none"> <li>• Mergers Growth &amp; Synergy ,</li> <li>• Focus Increasing Asset Sales Increase Firm Values</li> <li>• Do Diversified or Focused Firms Do Better Acquisitions?</li> <li>• Hubris Hypothesis of Takeovers</li> <li>• Managerial Agendas and M&amp;A?</li> <li>• Takeover Tactics- Preliminary Takeover Steps, Tender Offers, Proxy Fights</li> <li>• Antitakeover Measures -Management Entrenchment</li> </ul>		

	Hypothesis versus Stockholder Interests Hypothesis, Rights of Targets Boards to Resist, Preventative Antitakeover Measures	
<b>UNIT 3 PRIVATE TRANSACTIONS AND LEVERAGED BUYOUTS</b>	<ul style="list-style-type: none"> <li>• Management Buyouts, Financing for Leveraged Buyouts, Returns to Stockholders from LBOs,</li> <li>• The Private Equity Market and Secondary Market for Private Equity Investments</li> </ul>	<b>10</b>
<b>UNIT4 CORPORATE RESTRUCTURING</b>	<ul style="list-style-type: none"> <li>• Divestiture and Spin-Off Process, Wealth Effects of Sell-Offs</li> <li>• Managerial Ownership and Sell-Off Gains, Shareholder Wealth Effects of Spin-Offs</li> <li>• Equity Carve-Outs</li> <li>• Restructuring in Bankruptcy –types &amp; causes of Business Failure</li> <li>• Reorganization versus Liquidation</li> </ul>	<b>10</b>
<b>UNIT 5: JOINT VENTURES AND STRATEGIC ALLIANCES</b>	<ul style="list-style-type: none"> <li>• Contractual Agreements, Joint Ventures, Strategic Alliances</li> <li>• Comparing Strategic Alliances and Joint Ventures with Mergers and Acquisitions</li> </ul>	<b>05</b>
<b>UNIT6 VALUATION OF MERGERS</b>	<ul style="list-style-type: none"> <li>• Valuation Methods</li> <li>• Benchmarks of Value &amp; Valuation of the Target's Equity</li> <li>• Marketability of the Stock</li> <li>• Takeovers and Control Premiums</li> <li>• Shareholder Wealth Effects and Methods of Payment, Exchange Ratio</li> <li>• Tax Issues in M&amp;A - Financial Accounting for M&amp;As, Taxable versus Tax-Free Transactions</li> </ul>	<b>05</b>
<b>UNIT 7 LEGAL FRAMEWORK FOR MERGERS &amp; ACQUISITIONS</b>	<ul style="list-style-type: none"> <li>• Laws Governing Mergers, Acquisitions and Tender Offers</li> <li>• International Securities Laws Relating to Takeovers</li> <li>• State Antitakeover Laws</li> <li>• Regulation of Insider Trading</li> </ul>	<b>05</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>

**Learning Resources:**

1. Mergers, Acquisitions and Corporate Restructurings, 6 edition by Patrick Gaughan, Wiley Corporate F & A
2. Mergers, Acquisitions and Corporate Restructuring by Prasad Godbole, VikasPublishers
3. **Mergers and Acquisitions** Andrew Sherman, American Management Association

<b>M.B.A. (Financial Administration)</b> <b>BATCH 2019-21</b> <b>SEMESTER III</b>			
<b>Subject Name</b>	<b>FINANCIAL INSTITUTIONS AND MARKET REGULATIONS</b>	<b>Subject Code</b>	<b>MS5C-627</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: CORE</b>			
<b>Course Objective:</b>			
<ul style="list-style-type: none"> <li>• To be able to analyze the various financial institutions in the financial market.</li> <li>• To understand the various rules, regulations and guidelines setup by these institutions for investors.</li> <li>• To develop an understanding with the investors protection rights and be able to guide the investment process.</li> </ul>			
<b>Learning Outcome:</b>			
At the end of the course students should be able to;			
<ul style="list-style-type: none"> <li>• Analyze various financial instruments present in the market and the guidelines attached to it.</li> <li>• Define the investment pattern for any investor at an elementary level.</li> <li>• Understand the risk and returns attached with the various kinds of financial instruments available in Indian as well as International market.</li> </ul>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>No. of Session</b>
<b>UNIT –I</b>  <b>Indian Financial Institutions (An Overview)</b>	1.1 Introduction to Financial markets 1.2 Discussion about the various apex institutions in India 1.3 Various Investment Institutions, Specialized Banks performing in India 1.4 Discussion on Housing Finance Institute, procedure and activities 1.5 Commercial banks activities and Regional rural banks 1.6 Functioning of cooperative banks and cooperative societies 1.7 Various other options available for long term finance		<b>07</b>
<b>UNIT –II</b>  <b>Non Banking Financial Institutions and regulations</b>	2.1 Activities of Non Banking Financial Institutions and the major players 2.2 Unit Trust Of India guidelines and functions, Assets Reconstruction Companies 2.3 Regulatory Authorities and their performance guidelines for financial market 2.4 Discussion about State Financial Corporation and board for Financial Supervision 2.5 Other Financial Institutions in the market, Their activities and market participation 2.6 Merchant Banking Activities, Venture Capital Financing		<b>07</b>



	2.7 Investors Protection and consumer credit	
<b>Unit-III Market Regulators (An Overview)</b>	3.1Introduction to various types of markets in the financial sector 3.2Introduction to Reserve Bank Of India 3.3Major activities, guidelines and preview of market control 3.4Various guidelines , rules , acts and regulations for banks and non banking finance companies 3.5Introduction to Money Market ,instruments and guidelines for governing the market 3.6Various guidelines , rules , acts and regulations for banks and non banking finance companies 3.7Introduction to Money Market ,instruments and guidelines for governing the market	07
<b>Unit-IV Market Regulators (An Overview) Guidelines and Rules</b>	4.1Securities and Exchange Board of India(SEBI) major players and exchanges in India 4.2Regulations for investors protection and rules 4.3Introduction to Mutual Funds, types and market coverage 4.4various rules and guidelines for investment in Mutual Funds 4.5Forward market commission power and guidelines 4.6Insurance Regulatory and Development Authority 4.7Licencing and Authorization for selling of Insurance	07
<b>Unit-V Instruments and Organizations in Indian Economy</b>	5.1Functions and powers and various kinds of instruments present in the market 5.2Various available guidelines for insurance related instruments 5.3Pension Fund regulation and development Authority (PFRDA) introduction, constitution, structure and administration 5.4Powers and functions of PFRDA 5.5Role of PFRDA as market regulator and their different guidelines 5.6Withdrawal procedures and benefits to the investor 5.7Guidelines for the Insurance Companies	07
<b>Unit-VI International Financial Institutions (An Overview)</b>	6.1Introduction to International Markets 6.2World Bank, International Monetary Fund(IMF), impact on Indian Market 6.3Discussion on FERA and FEMA with reconstruction and development 6.4International Finance Corporation 6.5Introduction to international development association(IDA), regulation and guidelines	05
<b>Unit-VII Various International</b>	7.1International Center for settlement of investment disputes detailed discussion 7.2Multilateral Investment Guarantee Agency (MIGA), General Agreement on tariffs and trade (GATT) 7.3Analysis of Asian Development Bank (AsDB) 7.4General Agreement on Tariffs and trade (GATT)	05

<b>Organizations</b>	7.5 Impact of International Investment on Indian Economy	
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Text Books:</b></p> <ol style="list-style-type: none"> <li>1. Bharti Pathak “Indian Financial System”, Pearson Education</li> <li>2. M.Y.Khan “Financial Services”, Tata McGraw Hill.</li> <li>3. SEBI Manual, Taxman</li> <li>4. RBI Manual, Taxman</li> </ol> <p><b>Reference Books:</b></p> <ol style="list-style-type: none"> <li>1. Machiraju H.R “Indian Financial System”, Vikas Publishing House Pvt. Ltd, Latest Edition.</li> <li>2. L.M.Bhole, ”Financial Institutions and Markets”, TMH, Latest Edition.</li> <li>3. Various manuals and guidelines issued by Financial Institutions , Latest Edition.</li> </ol>		

<b>M.B.A. (Financial Administration)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>Social Banking and Microfinance</b>	<b>SUBJECT CODE</b>	<b>MS5C-629</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> The objectives of this course is understanding Social banking in India as a tool to achieve financial inclusion and 'micro finance' as a socially responsive and commercially viable proposition.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to; 1. Understand the basics issues of financial inclusion. 2. Understand the major practices of micro finance 3. Understand the social perspective of inclusive growth and role of financial system to achieve it			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>Unit-1 Introduction to Micro Finance</b>	1.1 Need of Microfinance. 1.2 Basics of Microfinance, 1.3 Microfinance as a Development Tool		<b>04</b>
<b>Unit-2 Revenue Models of Microfinance</b>	2.1.Profitability, 2.2.Efficiency and Productivity, 2.3.Inherent challenges of financing.		<b>06</b>
<b>Unit-3 Legal and Regulatory Framework</b>	3.1.MFIs, SHGs and JLGs, 3.2. Some Innovative and Creative Microfinance Models like Help Group-Bank Linkage Programme (SBLP), 3.3. Financial Products and Services.		<b>05</b>
<b>Unit- 4 Social Banking</b>	4.1. Major policy initiatives for aligning the banking system to socio-economic goals like priority sector lending, 4.2. Lead Bank Scheme (LBS), Service Area Approach (SAA), etc.		<b>05</b>

<b>Unit -5 Subsidy-linked credit programs of Government</b>	<b>5.1.</b> Subsidy-linked credit programmes of the Government PMRY, SGSY, SJSRY & SLRS, etc. <b>5.2.</b> Other Initiatives of the Government (without subsidy-link) like Kisan Credit Card (KCC) scheme, <b>5.3.</b> Financing of Agriclincs/Agribusiness Centres etc. and the Differential Rate of Interest (DRI) scheme	<b>05</b>
<b>Unit-6 The Indian Experience,</b>	<b>6.1.</b> Evolution and Character of Microfinance in India, <b>6.2.</b> Microfinance Delivery Methodologies	<b>05</b>
<b>Unit-7 Challenges to social banking</b>	<b>7.1.</b> inter-spatial disparity manifested, varying credit-deposit ratio (CDR) across areas, <b>7.2.</b> ..Inadequate linkage support, unsatisfactory repayment climate etc. <b>7.3.</b> Role of various stakeholders like the government, the non-government organizations (NGOs) and the civil society besides the constituents of institutional credit system (ICS) in achieving effective operation of the social banking initiative.	<b>15</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>

**Learning Resources:**

**Text Books: Latest Edition of-**

- Microfinance for Bankers and Investors: Understanding the Opportunities and Challenges of the Market at the Bottom of the Pyramid by **Elisabeth Rhyne**
- Towards Financial Inclusion in India by **K. G. Karmakar, G. D. Banerjee, N. P. Mohapatra, Sage Publisher.**
- Micro Finance Perspectives and Options by Indian Institute of Banking and Finance

**Suggested Readings**

- Banker to the Poor: Micro-Lending and the Battle Against World Poverty by **Muhammad Yunus, Alan Jolis.**
- A Billion Bootstraps: Microcredit, Barefoot Banking, and the Business Solution for Ending Poverty by **Phil Smith, Eric Thurma**
- Social Banks and the Future of Sustainable Finance By **Olaf Weber and Sven Remer.**

<b>M.B.A. (Financial Administration)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER III</b>			
<b>SUBJECT NAME</b>	<b>STRUCTURED PRODUCTS AND ALTERNATIVE INVESTMENT</b>	<b>SUBJECT CODE</b>	<b>MS5C-631</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Alternative Investments.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to; 1.Enable students to develop understanding about alternative investment. 2.Understand risk return tradeoff and manage financial risk arising out of alternative investments			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Overview of Alternative Investment</b>	<b>1.1.</b> Alternative Investments: an Overview <b>1.2.</b> The role of Alternative Investment in Strategic Asset Allocation <b>1.3.</b> Trends in Alternative Investments <b>1.4.</b> Alternative Investments & Due Diligence <b>1.5.</b> Traditional Investments, Alternative Investments and Modern Portfolio Theory		<b>04</b>
<b>Unit-2 Types of Alternative Investment</b>	q. <b>Private Equity</b> – History, Types- Angel, Venture, Private, Crowd, Different Funding Series, Types – Equity, Debt, Investment Methods, Mezzanine capital, Distressed and special situations, LBO, Performance of Private Equity, Private Equity: Risk & Return Profile r. <b>Real Estate</b> -- Real Estate as an Investment Asset, Real Estate Investment Trusts, Commercial Real Estate, Mortgage backed Securities, Mortgage Debt and Preferred Equity in Real Estate, Real Estate Appraisal & Valuation, Performance of Real Estate Portfolios s. <b>Hedge Funds</b> --- Introduction to Hedge Funds, Investing in Hedge Funds, Performance of Hedge Funds, Due Diligence, Risk Management, Hedge Fund Benchmark & Asset Allocation. Long/Short Equity Strategies, Dedicated Short, Equity Market Neutral, Distressed Securities, Merger Arbitrage, Convertible		<b>14</b>

	Arbitrage, Fixed Income Arbitrage, Global Macro, Event Driven Funds. Unique risks for Hedge Funds, Net value and returns, Return statistics and risk(measuring risk, downside risk measures, benchmark related statistics), Risk-Adjusted Performance Measures(Sortino risk, Sterling and Burke ratio, return on VaR). t. <b>Other Alternate Investment Asset classes --</b> Liquid Alternatives, Currency, Art Funds, Wine Funds, Film Funds.	
<b>Unit-3 Structured Products</b>	<b>3.1.</b> Structured products Introduction <b>3.2.</b> Issuers' and investors' appetite for structured products <b>3.3.</b> Identify underlying assets used for SPV's o Define special purpose vehicle o Identify mechanics of popular structured products using different assets classes as base <b>3.4.</b> Implied correlations, base correlations, term structure effects <b>3.5.</b> Future for structured products	<b>10</b>
<b>Unit- 4 Types of Alternative Investment</b>	<b>4.1. Credit Default Swaps--</b> forms of payment, categories of trigger events, valuation, economic role of CDS in the broader investment landscape, life cycle of CDS, CDS Indexes. <b>4.2. Collateralized Debt Obligations --</b> cash flows working, allocation of default losses, credit ratings system of CO, their structure and performance. Tranches and seniority, varieties of CDOs, and their economic roles in the world of investments.	<b>10</b>
<b>Unit -5 Alternative Investment - India</b>	<b>5.1</b> Alternative Investments Sector in India <b>5.2.</b> Tax Structure <b>5.3.</b> Genesis of Alternative Investments Market Regulation <b>5.4.</b> AIF Regulations <b>5.5.</b> Types of AIFs <b>5.6.</b> Legal Structure & Documentation <b>5.7.</b> Registration Process <b>5.8.</b> Target Participants <b>5.9.</b> Investment Restrictions <b>5.10.</b> Recent Developments	<b>07</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<b>Learning Resources:</b> <b>Text Books: Latest Edition of-</b> <b>Hull, J.:</b> Options: Futures and other Derivatives, Prentice Hall, New Delhi. <b>Chance, Don M:</b> An Introduction to Derivatives, Dryden Press, International Edition. <b>Chew, Lilian:</b> Managing Derivative Risk, John Wiley, New Jersey. <b>Das, Satyajit:</b> Swap & Derivative financing, Probus <b>Kolb, Robert W:</b> Understanding Futures Markets, Prentice Hall Inc., New Delhi.		

# **SEMESTER IV**

<b>M.B.A. (Financial Administration)</b> <b>BATCH 2019-21</b> <b>SEMESTER IV</b>			
<b>SUBJECT NAME</b>	<b>International Finance</b>	<b>SUBJECT CODE</b>	<b>MS5C-602</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To provide a conceptual framework of the Working of International Finance Institutions, Money Markets, Exchange Transactions and Capital Markets.			
<b>LEARNING OUTCOMES :</b> <ol style="list-style-type: none"> <li>1. Students will be able to understand and appreciate business in international perspective</li> <li>2. Will be able to understand volatile nature of foreign exchange markets and exchange rate practices</li> <li>3. Will be able to understand financial issues specific to multinational companies</li> </ol>			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Introduction</b>	1.1Relevance of international financial management for domestic as well as international players; exchange rate regimes 1.2Theories of International Trade: Comparative Costs, Classical Theory, Absolute Advantage, Hecksher-Ohlin Theory. 1.3Free Trade V/S Protection- Barriers to Foreign Trade 1.4Tariff and Non-Tariff Barriers	<b>06</b>	
<b>Unit-2 Balance of Payment</b>	2.1Meaning Of BOP 2.2Components Of BOP 2.3 Importance Of BOP 2.4Meaning Of Deficit And Surplus 2.5 Equilibrium, Disequilibrium And Adjustments 2.6Methods Of Correcting Disequilibrium 2.7Accounting Principles In BOP.	<b>06</b>	
<b>Unit-3 Foreign Exchange Market</b>	3.1. Defining Foreign Exchange Market and its structure 3.2.Settlement System 3.3., Exchange Rate. 3.4. participants 3.5Understanding SPOT And Forward Rates 3.6 Foreign Exchange Quotations 3.7 Premium And Discount In Forward Market 3.8 Cross Rates, Inverse Rates And Arbitrage	<b>07</b>	
<b>Unit- 4 Exchange Rate Determination:</b>	4.1 Determination Under Gold Standard And Paper Standard 4.2 Factors Affecting Exchange Rates 4.3 Purchasing Power Parity Theory	<b>07</b>	



	<b>4.4</b> Demand And Supply Theory <b>4.5</b> Equilibrium Rate Of Exchange <b>4.6</b> Fluctuating V/S Fixed Exchange Rates <b>4.7</b> Exchange Control and Objectives of Exchange Control.	
<b>Unit -5 Instruments</b>	<b>5.1.</b> ADR <b>5.2..</b> GDR <b>5.3.</b> Euro Currencies <b>5.4</b> International Commercial Papers	<b>06</b>
<b>Unit-6 International Project Appraisal</b>	<b>6.1.</b> Techniques and criteria  <b>6.2.</b> Interest Rate Parity/Covered Interest Parity	<b>06</b>
<b>Unit-7 Financing International Trade</b>	<b>7.1</b> letter of credit <b>7.2</b> buyer's credit <b>7.3</b> suppliers credit. <b>7.4</b> cross border leasing and factoring <b>7.5</b> Short Term Financial Mgt. in an MNE:short term borrowing and investment <b>7.6</b> centralized vs. decentralized cash management  <b>7.7</b> bilateral and multilateral netting	<b>07</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>

**Learning Resources:**

**Text Books: Latest Edition of-**

4. V.A.Avadhani, "**International Finance**", Himalaya Publication.
5. P.G.Apte, "**International Financial Market**", Tata Mc Graw Hill.
6. A.K.Seth, "**International Financial Management**", Galgotia Publications.

<b>M.B.A. (Financial Administration)</b> <b>BATCH 2019-21</b> <b>SEMESTER IV</b>			
<b>SUBJECT NAME</b>	<b>INDIRECT TAXATION</b>	<b>SUBJECT CODE</b>	<b>MS5C-604</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: CORE</b>			
<b>COURSE OBJECTIVE:</b> The objective of this course is to enable students to develop an understanding of indirect taxes and to enable them to calculate indirect taxes.			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to: 4. Understand basics of Indirect Taxes. 5. Develop an overall understanding regarding indirect tax provisions regarding GST. 6. Compute GST.			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT-1</b> <b>Introduction to Goods &amp; Service Tax</b>	<b>1.1.</b> Introduction to GST. <b>1.2.</b> Important Definitions and items. <b>1.3.</b> Classification of Goods and Services. <b>1.4.</b> Impact of GST on trade, manufacture, and services.	<b>06</b>	
<b>Unit-2</b> <b>Supply of Goods and Services</b>	<b>2.1.</b> Supply of Goods and Services: Meaning and Scope. Tax liability on Joint and mixed supply. <b>2.2.</b> Concept of Interstate GST: Interstate supply, local Supply and imports.	<b>03</b>	
<b>Unit-3</b> <b>Valuation of Taxable Supply</b>	<b>3.1.</b> Exempted/ Tax Free Goods and Services; Zero Rated Supply. <b>3.2.</b> Incidence of Tax. <b>3.4.</b> Time and Place of Supply. <b>3.3.</b> Tax Rates of GST. <b>3.5.</b> Valuation of Taxable Supply. <b>3.6.</b> Preparation of Tax Invoice. <b>3.7.</b> Computation of GST: Related Provisions and Practical Problems.	<b>09</b>	
<b>Unit-4</b> <b>Composition Levy</b>	<b>4.1.</b> Composition Levy: Qualified persons for <b>4.2.</b> Information of Composition Option. <b>4.3.</b> Conditions and Restrictions of Composition. <b>4.4.</b> Rates of GST in case of Composition.	<b>09</b>	

	<p>4.5. Provisions Related to return and its filing in case of composition.</p> <p>4.6. Practical Problems related to composition..</p>	
<b>Unit -5 Input Tax Credit</b>	<p>5.1. Meaning and Provisions.</p> <p>5.2. Rules and Procedure</p>	<b>06</b>
<b>Unit-6 Registration</b>	6.1. Provisions and Process of Registration.	<b>2</b>
<b>Unit-7 Other Issues of GST</b>	<p>7.1. Job work, E-Commerce and Online Supply of Data.</p> <p>7.2. Returns: Provisions and Process.</p> <p>7.3. Payments of Tax and Refund of tax</p> <p>7.4. Invoice and Accounts.</p> <p>7.5. Assessment and Audit.</p> <p>7.6. Collection and Recovery of Tax</p> <p>7.7. Inspection, Search, Penalties and Prosecution.</p> <p>7.8. Appeal, Revision and Advance Ruling Authority</p>	<b>10</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<p><b>Learning Resources:</b></p> <p><b>Text Books: Latest Edition for the relevant Assessment Year of-</b></p> <p>1. ShripalSaklech and AnitSaklecha, “Goods and service Tax” Satish Printers and Publishers, Indore.</p> <p>2. H. C. Meherotra and V. P. Agrawal, “Goods and Services Tax”, SahityaBhawan Publications, Agra.</p> <p><b>Reference Books: Latest Edition for the relevant Assessment Year of -</b></p> <p>1. ShripalSaklech and AnitSaklecha, “Goods and Service Tax and Custom Kanoon” Taxman, Noida.</p>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (FA)</b>			
<b>Semester IV</b>			
<b>Subject Name</b>	<b>STRATEGIC FINANCIAL MANAGEMENT</b>	<b>Subject Code</b>	<b>MS5C-606</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: Finance Open Electives(Select Any 2)</b>			
<b>Course Objective:</b> The objectives are to focus the student's attention on various aspects of financial decision making and to help them develop skills of critical analysis, thinking and synthesis in the process of decision making.			
<b>Learning Outcome:</b>			
<b>Examination scheme:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Room Contact Sessions</b>
<b>UNIT –I Financial Policy &amp; corporate Strategy</b>	1.1 Recent Trends and Practices in Strategic Finance 1.2 Role of CFO		<b>04</b>
<b>Unit-2 Advanced Capital Budgeting Strategies</b>	2.1 Budgeting under Risk & Uncertainty 2.2 Sensitivity Analysis 2.3 Methods of selection of projects 2.4 Capital Budgeting under inflation 2.5 Diversification Strategies		<b>07</b>
<b>Unit-3 Corporate Dividend Decisions</b>	3.1 Practical Considerations in Dividend policies 3.2 Forms of Dividend 3.3 Rules & Legal interpretations 3.4 Strategy & Theories on Dividend policies.		<b>10</b>
<b>Unit- 4 Financing Decisions</b>	4.1 Strategic Evaluation of various sources of long term finance 4.2 Startup Financing – Sources. 4.3 issues and challenges		<b>06</b>
<b>Unit -5 Short term financing decisions</b>	5.1 Working Capital Strategies of a firm 5.2 Comparing Alternate sources of working capital– Bank financing 5.3 Inter corporate deposits 5.4 commercial papers and other money market instruments.		<b>08</b>
<b>Unit-6 Business Valuation</b>	6.1 Approaches of valuation- Income Approach, Market Approach, Asset Based Approach, EVA.		<b>06</b>
<b>Unit – 7 Restructuring Strategies</b>	7.1 Financial Distress and reorganization 7.2 Mergers, Acquisitions, Amalgamations 7.3 Reverse Mergers and Turnaround strategies of a corporate firm.		<b>04</b>

	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p>TEXT READINGS:</p> <ul style="list-style-type: none"> <li>• “Mergers &amp; Acquisition”, – R. Machiraju</li> <li>• “Financial Management”, - Prasanna Chandra</li> <li>• “Corporate Finance &amp; Investment”, – R. Pike &amp; Node</li> <li>• “Finance : A management guide for managing company funds ad profit”, – I.M. Pandey</li> <li>• “Financial Decision”, - Hompton</li> </ul>		

<b>INSTITUTE OF MANAGEMENT STUDIES</b>			
<b>M.B.A. (Full Time) Batch 2019-21</b>			
<b>Semester IV</b>			
<b>Subject Name</b>	<b>ENTREPRENEURSHIP AND NEW VENTURES</b>	<b>Subject Code</b>	<b>MS5C-608</b>
		<b>Total Credits</b>	<b>03</b>
<b>Subject Nature: GENERIC</b>			
<b>Course Objective:</b>			
<ol style="list-style-type: none"> <li>1. The objectives of this course are to help students to learn and to acquaint themselves with all the facets of Entrepreneurship.</li> <li>2. To introduce the spirit of Entrepreneurship in students, inculcate creativity &amp; risk taking.</li> </ol>			
<b>Learning Outcome:</b>			
<ol style="list-style-type: none"> <li>1. Provide overview of Entrepreneurship environment in country</li> <li>2. The process of owning your business &amp; art of sustaining a business.</li> <li>3. Various qualities, character &amp; leadership requirements of being an Entrepreneur.</li> </ol>			
<b>Examination scheme:</b>			
The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.			
<b>Course Contents</b>			<b>Class Sessions</b>
<b>UNIT –I Entrepreneur &amp; Entrepreneursh ip</b>	<ol style="list-style-type: none"> <li>1.1 Concept &amp; Nature,</li> <li>1.2 Definition Characteristics, Functions, Kinds, Role,</li> <li>1.3 Difference between entrepreneur and Manager.</li> <li>1.4 Role of entrepreneurship in development of economy</li> <li>1.5 Ethical dimensions</li> </ol>	5	
<b>Unit-2 Theories of Entrepreneursh ip</b>	<ol style="list-style-type: none"> <li>2.1 Theories of Entrepreneurship: Innovative theory, Theory of social change, Theory of model personality, Theory of Social behavior.</li> <li>2.2 Creativity and entrepreneurship; Steps in Creativity; Innovation and inventions; Using left brain skills to harvest right brain ideas; Legal Protection of innovation; Skills of an entrepreneur; Decision making and Problem Solving (steps in decision making)</li> <li>2.4 Process of Innovation- Social &amp; Commercial</li> <li>2.5 Entrepreneurial environment: Political, Economical, Technical, Social, Cultural, International.</li> </ol>	8	
<b>Unit – 3 New Venture</b>	<ol style="list-style-type: none"> <li>3.1 Small Business : meaning, role, Strengths and weaknesses Defining an entrepreneur- entrepreneurial traits - Developing Entrepreneurs</li> <li>3.2 New ventures :Acquiring an Established venture: Advantages and disadvantages of acquiring established business,</li> </ol>	5	

	<p>considerations for evaluation business opportunities</p> <p>3.3 Methods of valuing a business - Franchising and franchisee's perspective.</p>	
<b>Unit- 4 Business Plan</b>	<p>4.1 Need for a Business plan - Steps in the preparation of Business plan.</p> <p>4.2 Need for marketing research</p> <p>4.3 Operating plans and financial plan</p> <p>4.4 Dynamics of small business environment, Causes for small business failure, Success factors for small business</p>	4
<b>Unit -5 Feasibility Planning</b>	<p>5.1 Planning paradigm for new ventures - Stages of growth model</p> <p>5.2 Fundamental of a good feasibility plan, components of feasibility plan ,Relevance of marketing concept to new ventures</p> <p>5.3 Marketing research of pre-start-up planning ,Sources of marketing research information ,Implication of market research</p> <p>5.4 Marketing functions that new ventures must address Establishing marketing and sales promotion infrastructure</p> <p>5.5 Concept of pricing - Growth strategies - Marketing plan.</p>	5
<b>Unit-6 Financing a new venture</b>	<p>6.1 Financing and its effects on effective asset management – Alternate methods of financing</p> <p>6.2 Applicability of Legislation</p> <p>6.3 Venture capital and new venture financing -</p> <p>6.4 working out working capital requirement -</p> <p>6.5 Government agencies assisting in financing the project. Commercial banks, Financing institutions (IDBI,IFCI, ICICI, IRBI, LIC UTI, SFC, SIDC, SIDBI and EXIM Bank).</p> <p>6.6 Micro Finance</p>	10
<b>Unit-7 Life cycle of an entrepreneurial venture</b>	<p>7.1 Role of entrepreneur during various transition</p> <p>7.2 Requirements for successful patent grants : steps in obtaining a patent ,Registration of trademark , copyright and the concept of fair use, protection of intellectual property</p> <p>7.3 Entrepreneurship Strategies &amp; Policies: concept of Entrepreneurial Strategies, Need for effective Entrepreneurial Policy.</p>	8
	<b>TOTAL CLASSROOM CONTACT SESSIONS</b>	<b>45</b>
<p><b>Text Reading</b></p> <ol style="list-style-type: none"> <li>David H. Holt Entrepreneurship: New Venture Creation, PHI</li> <li>Mary Coulter Entrepreneurship in Action, PHI</li> <li>B.K. Mohanty Fundamentals of Entrepreneurship, PHI</li> </ol> <p><b>Suggested</b></p> <ol style="list-style-type: none"> <li><b>Stay Hungry Stay Foolish</b></li> <li><b>Autobiography of Steve Jobs, Bill Gates</b></li> </ol>		

<b>M.B.A. (FA)</b> <b>BATCH 2019-21</b> <b>SEMESTER IV</b>			
<b>SUBJECT NAME</b>	<b>CREDIT MANAGEMENT AND RETAIL BANKING</b>	<b>SUBJECT CODE</b>	<b>MS5C-624</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Credit and Retail Banking .			
<b>LEARNING OUTCOME:</b> To develop a cadre of credit officers in banks to perform different credit functions across banks - To inculcate advanced skills for handling credit management issues			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Principles of Lending and Model Credit Policy</b>	<b>1.1.</b> Safety, Liquidity, Profitability, Purpose of Loan, Diversification Risk. <b>1.2.</b> Importance, Contents, Exposure Norms, Model MSE Policy. <b>1.3.</b> Types of Borrowers : Individuals - Major, Minor, Married Women, Pardhanashin Women, Illiterate Persons, Agent, Attorney, Joint Borrowers, Hindu Undivided Family (HUF), Proprietorship Firms, Partnership Firms, Limited companies, Statutory Companies, Holding Companies, Government Companies, Private & Pubic Limited Companies, Registration of charges, Limited Liability Partnerships (LLP).	<b>05</b>	
<b>Unit-2 Types of Credit Facilities</b>	<b>2.1.</b> Various Types of Credit Facilities - Cash Credit, Overdrafts, Demand Loan, Bills Finance - Drawee Bill Scheme, Bills Discounting. <b>2.2.</b> Export Finance : Pre-Shipment Finance-Export Packing Credit in Rupees, Running Account Facility, Export Credit Insurance Whole Turnover Packing Credit, Pre-Shipment Credit in Foreign Currency (PCFC), Running Account Facility in all currencies, Deemed Exports, Diamond Dollar Account Scheme, Post Shipment Rupee Export Finance, Purchase / Discount of Export Bills, Negotiation of Export Bills, Export on Consignment basis, Advance against Duty Draw Back Entitlements, ECGC Whole Turnover Post-Shipment Guarantee Scheme, Interest Rate of Rupee , Export Credit, ECNOS, Rupee Export Credit Interest Rate Subvention, Post Shipment	<b>10</b>	



	Finance in Foreign Currency, Gold Card Scheme for Exporters, Crystallization of Export Bills	
<b>Unit- 3 Credit Delivery</b>	<p><b>3.1.</b> Types of Facilities, Modes of Delivery, Sole Banking Arrangement, Multiple Banking Arrangement, Consortium Lending, Syndication.</p> <p><b>3.2.</b> Credit Thrust, Credit Priorities, Credit Acquisitions, Statutory &amp; Regulatory restrictions on Advances.</p> <p><b>3.3.</b> Credit Appraisal : Validation of proposal, Dimensions of Credit Appraisals, Six “C” s, Structuring of Loan documents, Credit Risk, Credit Risk Rating, Credit Worthiness of Borrower, Purpose of Loan, Source of Repayment, Cash Flow, Collateral,</p>	<b>08</b>
<b>Unit -4 Introduction to Retail Banking</b>	<b>4.1. Introduction to Retail Banking</b> – Definition and characteristics of Retail Banking, Change in perception about retail banking. Acceptance of retail banking as Risk Diversification toll. Difference between retail banking and Wholesale banking. Reasons of boom in Retail banking. Importance of Retail banking to Indian Economy.	<b>04</b>
<b>Unit -5 Retail Banking Products</b>	<p><b>5.1. Liability products</b> – Savings Bank, Time Deposit, Recurring Deposit, Multiple Option deposits, JanDhan accounts etc.</p> <p><b>5.2. Asset Products</b> – Housing loan, Vehicle loan, Consumer loan, Personal loan, Education Loan, Gold loan, Reverse Mortgage etc. Appraisal technique, valuation of security, creation of charge over securities precautions in sanction of loan.</p> <p><b>5.3 Technology Products</b> – ATM, Debit cards, Credit cards, Charge cards, Smart cards, Internet banking, mobile banking etc.</p> <p><b>5.4 Remittance Products</b> - Payment and Settlement Systems in India &amp; abroad Clearing House: Manual, MICR, CTS, High Value &amp; National Clearing, Clearing Corporation of India Ltd. (CCIL) Etc. Emerging New System: ECS (Debit &amp; Credit) EFT, NEFT, RTGS(US &amp; Europe-CHIPS, CHAPS, Fed Wire, etc)</p>	<b>10</b>
<b>Unit -6 Retail Banking Product development and Recovery of Loans</b>	<p><b>6.1. Product management</b> – Customer requirement, New Product Development process, Product life cycle, Constraints in product development, Delivery models, Pricing of product etc.</p> <p><b>6.2. Recovery of Retail Loans</b> – Default and Identification on NPA, follow-up of loans, Recovery through recovery agents, rescheduling of loans, recovery through SARFAESI, DRT, LokAdalat, OTS, Bankruptcy act.</p>	<b>08</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<p><b>Learning Resources:</b>  <b>Text Books: Latest Edition of-</b>  Practical Banking Advances by Bedi &amp; Hardikar.  Management of Bank Credit by H.B. Suneja.  Law &amp; Practice of Banking by P.N. Varshney and Gopal Swaroop.  Advanced Bank Management by Indian Institute of Banking and Finance.</p>		

Retail Banking by Indian Institute of Banking and Finance  
Financial Analysis for Credit Management in Banks by S.P. Singh and S. Singh.

<b>M.B.A. (FULL TIME)</b>			
<b>BATCH 2019-21</b>			
<b>SEMESTER IV</b>			
<b>SUBJECT NAME</b>	<b>COMMODITY DERIVATIVES</b>	<b>SUBJECT CODE</b>	<b>MS5C-628</b>
		<b>TOTAL CREDITS</b>	<b>03</b>
<b>SUBJECT NATURE: FUNCTIONAL SPECIALIZATION</b>			
<b>COURSE OBJECTIVE:</b> To acquaint participant with the basic concept of Commodity Derivatives .			
<b>LEARNING OUTCOME:</b> At the end of the course students should be able to; 1. Understand the risk return tradeoff and manage financial risk through the use of various derivative instrument 2. To make them understand operations of commodity derivatives market.			
<b>EXAMINATION SCHEME:</b> The faculty member will award internal marks out of 40 based on three assessments of 20 marks each, of which best two will be considered. The end semester examination will be worth 60 marks consisting of two sections A and B respectively. Section A will be of 12 marks and have <b>two</b> theory questions out of which a student will be required to do any <b>one</b> . Section B will be of 48 marks and have <b>five</b> numerical/cases out of which a student will be required to do any <b>four</b> .			
<b>COURSE CONTENTS</b>			<b>No. of Sessions</b>
<b>UNIT –1 Commodity Derivatives</b>	<b>1.1.</b> Difference between commodity derivatives and financial Derivatives. <b>1.2.</b> Warehousing, quantity of underlying assets, global commodities exchange, commodities exchange in India, commodities permitted for trading. Global domestic demand -supply dynamics, price trends and factors that influence prices. <b>1.3.</b> Instrument available for trading; futures and options.	<b>05</b>	
<b>Unit-2 Pricing Commodity Derivative</b>	<b>2.1.</b> Investment assets vs. consumption assets. <b>2.2.</b> The cost of carry model –pricing, pricing futures contracts on commodities. Convergence of Future and Spot Price. <b>2.3.</b> Convenience Yield, Contango & Backwardation <b>2.4.</b> Commodity Basis Risk <b>2.5.</b> Minimum Variance Hedge Ratio	<b>10</b>	
<b>Unit-3 Trading of Commodity Derivatives</b>	<b>3.1.</b> Commodity Indexes <b>3.2.</b> Basic concepts such as margins, circuit filters-delivery norms, contract specifications, trading system, and entities in the trading system, trader workstation, order types and conditions, exposure limits. <b>3.3.</b> Clearing, settlement and Risk Management, calendar and Settlement schedule, position determination, settlement mechanism, daily mark to market settlement, settlement price-daily settlement price, final settlement price, Margining –Initial	<b>10</b>	

	margin, Daily mark to Market margin, open interest limits, second line of defense, NSCCL span. Final Settlement: Cash settlement, physical settlement (warehousing) Exception handling: funds shortages, Delivery shortages, refusal to accept.	
<b>Unit- 4 Commodities Traded -- I</b>	<b>4.1.</b> Agri-Commodity Price Risk Management <b>4.2.</b> Seasonality in Agri-Commodity, Contango and Backwardation <b>4.3.</b> Crude Oil Derivatives, Spot-Futures Relationship in Crude Oil <b>4.4.</b> Hedging of Crude Oil and Refined Product Price Risk <b>4.5.</b> Introduction to Gold and Gold Derivatives <b>4.6.</b> LBMA, Gold Spot Price and Gold Derivatives <b>4.7.</b> OTC Contracts on Gold and Gold Dehedge	<b>10</b>
<b>Unit -5 Commodities Traded -- II</b>	<b>5.1.</b> Spot Trading of Electricity in India <b>5.2.</b> Weather Derivatives <b>5.3.</b> Introduction to Carbon Credit Market <b>5.4.</b> Physical Market for Freight, Freight Exchanges, Freight India <b>5.5.</b> Hedging Freight rate Risk with Freight Rate Derivatives <b>5.6.</b> Metal Derivatives and London Metal Exchange (LME) <b>5.7.</b> Real Estate Derivatives	<b>10</b>
	<b>TOTAL SESSIONS</b>	<b>45</b>
<b>Learning Resources:</b> <b>Text Books: Latest Edition of-</b> <b>Hull, J.:</b> Options: Futures and other Derivatives, Prentice Hall, New Delhi. <b>PrabinaRajib,</b> Commodity Derivatives and Risk Management,Prentice Hall of India <b>Chance, Don M:</b> An Introduction to Derivatives, Dryden Press, International Edition. <b>Chew, Lilian:</b> Managing Derivative Risk, John Wiley, New Jersey. <b>Das, Satyajit:</b> Swap & Derivative financing, Probus <b>Kolb, Robert W:</b> Understanding Futures Markets, Prentice Hall Inc., New Delhi.		

# **WORKING CAPITAL MANAGEMENT**

**MS5C-608**

## **Course Objectives**

To develop students knowledge of Working Capital Management Understand the relationship between long-term financial decisions and short-term financial planning and interaction between the components of working capital Learn to effectively manage working capital.

## **Examination Scheme**

The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.

## **Contents**

1. Short-term sources/uses of funds
2. Links between long-term and short-term financing decisions
3. Components of working capital
4. Estimation of Working Capital needs and Changes in working capital.
5. Inventory Management
6. Credit policy: credit analysis, credit decisions, collection policy.
7. Liquidity management: cash balances, cash dynamics and forecasting
8. Payment systems: cash collection and disbursement systems, information technology and cash management.
9. Cash management instruments: short-term lending, money market instruments, short-term borrowing.
10. Financing Current Assets

## **Reference Books**

1. Brealey, R.A. and S.C. Myers, Principles of Corporate Finance, 5th edition, McGraw Hill, 1996.
2. Samuels, Wilkes and Brayshaw, Management of Company Finance, 5th edition, Chapman & Hall, 1995.
3. Kennedy, T.M., M.J. MacCormac and J.J. Teeling, Financial Management, 5th edition, Gill & MacMillan.

**MBA (Financial Administration)**  
**MS5C-626**  
**PERSONAL FINANCIAL PLANNING**

**Course Objective:**

To enable the students to gain acumen, insight and through knowledge relating to the various aspects of retail banking, its products, the retail banking segment and the processes for managing retail credit.

**Examination Scheme:**

The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.

**Course Contents:**

1. Introduction to Financial Planning: An overview of Financial Planning Process, General Principles of Cash-Flow Planning, Budgeting, Legal Aspects of Financial Planning and Acquaints, Concepts of Risk Management, Investments, Insurance, Retirement Solutions, Tax and Estate Planning.
2. Risk Analysis and Insurance Planning: Principles of Risk Analysis and Insurance Planning, Identification of Client's Risk Exposure, Selection of Appropriate Risk Management Techniques. Basic Insurance Products of General and Life Insurance; Analysis of Insurance Needs: Medical, Disability, Life and General Insurance, Determination of the Type and Amount of Insurance Best Suited to the Client's Situation and Needs.
3. Retirement Planning and Employee Benefits: Identification of Retirement Needs, Significance of Retirement Planning, Analysis Techniques, Review of Retirement Employee Benefits (EPF, PPF, Superannuation Fund etc.), Process of Developing a Retirement Plan, Appropriate Retirement Solutions.
4. Investment Planning: Understanding Investment Needs and Risk Appetite, Solutions for Wealth Creation, Categories of Investments, Evaluation Methods, and Economic Factors, Risk and Return Analysis, Valuation Techniques, Asset Allocation Procedures and Portfolio Performance Assessment. Various Techniques and Concepts used in Portfolio Construction and Management.
5. Tax and Estate Planning: Personal Taxation and Tax Planning- An Overview of Individuals Income Tax and Wealth Tax. Key Tax Components, Estate Planning, Development of Estate Plan, Including Assessment of Important Techniques of Estate Planning: Wills, Gifting Schemes, Powers of Attorney and Joint Property Ownership.
6. Advanced Financial Planning: Development of Comprehensive Financial Plan, Collection and Evaluation of Personal Data, Development, Recommendation and Execution of Appropriate Strategies, Monitoring and Evaluation of Financial Plans, Review of the Legal, Ethical and Regulatory Issues Affecting Financial Plan.

**Text Readings (Latest Edition):**

1. IMS Proschool, "**Introduction to Financial Planning**", Tata McGraw Hill Education.
2. Jeff Madura, "**Personal Finance**", Pearson Publication.
3. Jack R. Kapoor, Les R. Dlabay, Robert J. Hughes, "**Business and Personal Finance**", McGraw-Hill/Glencoe.
4. MadhuSinha, "**Financial Planning: A Ready to Reckoner**", Tata McGraw - Hill Education

**Suggested Readings (Latest Edition):**

1. Sid Mitra, Tom Potts, Leon LaBrecque, “**Practicing Financial Planning for Professionals**”, RH Publishing.
2. Jeffrey H. Rattiner, “**Getting Started as a Financial Planner**”, Bloomberg Press.
3. Lawrence J. Gitman, Michael D. Joehnk, Randy Billingsley, “**Personal Financial Planning**”, Cengage Learning.

**MS5C-606**  
**STRATEGIC FINANCIAL MANAGEMENT**

**Course Objective**

The objectives are to focus the student's attention on various aspects of financial decision making and to help them develop skills of critical analysis, thinking and synthesis in the process of decision making

**Examination Scheme**

The faculty member will award internal marks out of 40 based on three assessments of 20 marks each of which best two will be considered. The end semester examination will be worth 60 marks having theory and cases/practical problems.

**Course Content**

1. Strategy:- Financial Policy & corporate Strategy , Advanced Capital Budgeting Strategies: Simulation Analysis, Capital Budgeting under Risk & Uncertainty, Sensitivity Analysis, Methods of selection of projects, Capital Budgeting under inflation.
2. Corporate Dividend Decisions: Practical Considerations in Dividend policies, Forms of Dividend, Rules & Legal interpretations, Various Strategy & Theories on Dividend policies
3. Leasing Decisions: Evaluation of Leases from Lessor & Lessee's perspective, Evaluation Strategies & models, Leasing & related aspects
4. Overview to Financial Strategies of Mutual Funds, NBFCs, other Financial Services in India.
5. Structural Strategies: - Mergers, Acquisitions, Amalgamations, Reverse Mergers and Turnaround strategies of a corporate firm, Working Capital Strategies of a firm.

**Books Recommended**

1. "Mergers & Acquisition", – R. Machiraju
2. "Mergers & Acquisition and Corporate Resmeturies", – Weston, Chung & Hong
3. "Financial Management", - Prasanna Chandra
4. "Corporate Finance & Investment", – R. Pike & Node
5. "Finance : A management guide for managing company funds ad profit", – I.M. Pandey
6. "Financial Decision", - Hompton