

COMMERCE

1. BUSINESS STUDIES

I PU

The syllabus covers topics like nature of business, forms of business ownership, proprietary concerns, partnership firms, joint stock company, formation and liquidation of a company, co-operative society, Government undertaking, public utilities, internal trade, multi-national companies, business management, business communication, contemporary issues in business, computer in business are the various chapters spread through out the whole year.

II PU

Topics for II year comprises of industry, marketing, foreign trade, business, finance, money and capital market, service sector and business, social responsibility of business, consumer protection, career opportunity in business and computers in business.

Learning outcome -

Students become familiar with various forms of business ownership, the procedure, practices formalities, rules and regulations in setting up various organizations and recent development in business and service sectors. The course enables the students to get on with career opportunities available to them in the field.

2. ACCOUNTANCY

I PU

The syllabus deals with the basics of accountancy and book keeping. The topics covered are journal, subsidiary books, ledger, cash book, bank reconciliation statements, bills of exchange, rectification of errors, journal proper, trial balance and final accounts.

II PU

The syllabus includes single entry, fundamentals of partnership, admission of partner, retirement of partner, death of partner, dissolution of partnership, joint stock companies, final accounts of companies, depreciation accounts, non-trading concerns and computerized accounting

Learning outcome -

Students develop analytical skills and rational thinking through this subject. They draw statements and analyse the importance of cash and credit transactions. At the end of the course they also know how books of accounts are maintained by various concerns, both trading and non-trading.

3. STATISTICS

I PU

The topics include statistical investigation and organization of data, presentation of data, analysis of univariate data, analysis of bivariate data, elements of probability theory, random variable

and mathematical expectations and computer for data processing.

II PU

The II PU syllabus aims at developing reasoning skills through vital statistics, index numbers, time series analysis, theoretical distribution, statistical inference, operation research and statistical quality control.

Learning outcome -

The students learn to admire and appreciate the need and importance of statistics. They develop ability for reasoning and discrimination. They are able to prepare questionnaire to collect data and present them for analysis. They learn the application of statistics in industry. The students are able to analyse, judge and draw conclusion from the data given to them.

4. BASIC MATHEMATICS

I PU

The syllabus consists of four parts: algebra, mathematical finance, trigonometry and co-ordinate geometry. In algebra, we have number theory, sets relations, functions, theory of indices, logarithms, progressions and theory of equations. Mathematical finance includes interest and annuities. Trigonometry consists of trigonometric ratios, standard angles, allied angles, heights and distances. In co-ordinate system, locus, straight lines and linear functions.

II PU

The topics of the syllabus cover: mathematical logic, permutation, combination, probability, binomial theorem, partial fractions, matrices and determinants in algebra; ratio, proportions, variations, averages, bill discounting, stocks, shares, learning curve and linear programming in arithmetic; circles and parabola in geometry; limits, continuity, differential calculus, application of derivatives, integration, definite integral and applications of definite integrals in calculus

Learning outcome -

The PU course helps the students in inculcating knowledge of terms, symbols, formulae, definitions, concepts and principles of mathematics. It develops reasoning, logical thinking, mental aptitude amongst the students. This forms the foundation for the selection process of various professional courses. Assignments and projects provide opportunities for independent thinking in solving mathematical problems applied in commerce and economics.