



**COURSE PLAN**  
**Ms. Prashansa Karna**  
**Department of Commerce**



## SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

**Department of Commerce**  
**SEMESTER I**  
**COMM-103: Principles of Management- I**

Months	Topics	Duration
July, 2017	Nature, Principles and Importance of Management, Schools of Management Thought, Management by objectives	1 Month
August, 2017	Meaning, Importance, Types and process of Planning, Process of Decision Making,	1 Month
Sept, 2017	Organization: Importance, Types , Structure and Forms of organization,Span of Control	1 Month
2 <sup>nd</sup> Oct. – 14 <sup>th</sup> Oct 2017	CIA	
14 <sup>th</sup> Oct. – 2 <sup>nd</sup> Nov. 2017	Controlling; Introduction, techniques and process. Communication; Introduction and Modern techniques of communication	1 Month
18 <sup>th</sup> Nov – 14 <sup>th</sup> Dec 2017	END SEMESTER EXAM	

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Sashi*

*P. K.*  
Head  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



## SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

### Department of Commerce SEMESTER I COMM – 105 Economic Environment in India

Months	Topics	Duration
July, 2017	ECONOMIC ENVIRONMENT- meaning, factors affecting economic environment. Indian economy and its features. New economic policy and its effects. Economic planning- meaning, importance and objectives, achievements of planning in India, NITI AAYOG.	1 Month
August, 2017	POPULATION- characteristics, causes of growth, New Population policy in India. Problems relating to population, unemployment, poverty.	1 Month
Sept, 2017	REGIONAL IMBALANCE-factors responsible & measures. Human resources and Economic development.	1 Month
2 <sup>nd</sup> Oct. – 14 <sup>th</sup> Oct 2017	CIA	
14 <sup>th</sup> Oct. – 2 <sup>nd</sup> Nov. 2017	Industrial development & industrial policy, industrial sickness:- causes, consequences & measures. Small scale and cottage Industries-features, problems, initiatives by the Government, Youth Skill Development.	1 Month
18 <sup>th</sup> Nov – 14 <sup>th</sup> Dec 2017	END SEMESTER EXAM	

*Dr. Prashansa Karna*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*[Signature]*  
Head  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



## SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

### Department of Commerce SEMESTER III COMM – 305 Financial Management

Months	Topics	Duration
July, 2017	Meaning, scope, importance & limitations of financial management, task & responsibilities of a modern finance manager. Finance functions: investment, financing & dividend decision. Profit v/s wealth maximisation.	1 Month
August, 2017	Techniques of financial analysis. Ratio analysis: liquidity, activity, profitability & investment ratio. Management of working capital- Meaning, concept, policies, types and methods	1 Month
Sept, 2017	Management of Inventories- Meaning, concept and methods. Management of Receivables.	1 Month
2 <sup>nd</sup> Oct. – 14 <sup>th</sup> Oct 2017	CIA	
14 <sup>th</sup> Oct. – 2 <sup>nd</sup> Nov. 2017	Sources of finance - long term & short term sources. Cost of capital – Meaning, significance & its computation.	1 Month
18 <sup>th</sup> Nov – 14 <sup>th</sup> Dec 2017	END SEMESTER EXAM	

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Head*  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



# SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

## Department of Commerce

### SEMESTER V

#### COMM – 506 Monetary and Financial System

Months	Topics	Duration
July, 2017	Money:- meaning, functions, role, type of money, Monetary Standard, Methods of note issue. High powered money: meaning and uses; sources of change in high powered money, Alternative measures to money supply in India- Their different components	1 Month
August, 2017	Elementary study of demand for money. Financial Systems meaning, Significance, Components, Financial intermediaries, Markets and Instruments and their functions.	1 Month
Sept, 2017	Money and capital market. Devaluation of money, Inflation, stagflation, Deflation and its control, Merits and Demerits.	1 Month
2 <sup>nd</sup> Oct. – 14 <sup>th</sup> Oct 2017	CIA	
14 <sup>th</sup> Oct. – 2 <sup>nd</sup> Nov. 2017	Credit Creation by Bank, Credit Creation process, Determination of money Supply and Total Bank Credit, Monetary Policy and Techniques of Credit Control ,Fiscal Policy.	1 Month
18 <sup>th</sup> Nov – 14 <sup>th</sup> Dec 2017	END SEMESTER EXAM	

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS),  
AJMER

*Sarini*

*Dr. Head*  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



# SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

(2017-18)  
Even Semester

Department of Commerce  
SEMESTER II  
COMM-203: Principles of Management

Months	Topics	Duration
15 <sup>th</sup> Dec 2017- 20 <sup>th</sup> Jan 2018	Strategic Management : Concept, Importance and Techniques and Relevance. Coordination: Meaning , Need and Techniques.	1.5 Month
21 <sup>st</sup> Jan to 22 <sup>nd</sup> Feb 2018	Directing: Meaning, Importance and Techniques. Organization behavior: Introduction, Elements and Scope. Leadership styles	1 Month
23 <sup>rd</sup> Feb to 9 <sup>th</sup> March 2018	CIA I + CIA II	
10 <sup>th</sup> March -5 <sup>th</sup> April 2018	Motivation: Introduction and approach. Management of change, Resistance to change, reasons for resistance to change on part of employees. E-commerce: Introduction, Advantages of E-commerce as compared to traditional system	1 Month
15 <sup>th</sup> April -6 <sup>th</sup> May 2018	END SEMESTER EXAM	

*Sr Prash*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Sar*  
Head  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



## SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

**Department of Commerce**  
**SEMESTER II**  
**COMM – 205 Economic Environment in India -II**

Months	Topics	Duration
15 <sup>th</sup> Dec 2017- 20 <sup>th</sup> Jan 2018	AGRICULTURE- importance & development, problems and remedial measures, role of RRB in rural development, WTO and Indian agriculture.	1.5 Month
21 <sup>st</sup> Jan to 22 <sup>nd</sup> Feb 2018	FOREIGN TRADE IN INDIA- volume, composition & direction, export promotion, export import policy of government, investment of foreign capital in India, role of multi- national corporations in Indian economy.	1 Month
23 <sup>rd</sup> Feb to 9 <sup>th</sup> March 2018	CIA I + CIA II	
10 <sup>th</sup> March -5 <sup>th</sup> April 2018	ECONOMY OF RAJASTHAN- basic characteristics of economy of Rajasthan, features of population of Rajasthan development & prospects of agriculture, industry, power, and transport sector.	1 Month
15 <sup>th</sup> April -6 <sup>th</sup> May 2018	END SEMESTER EXAM	

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Sarav*

*Head*  
Head  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer



## SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

**Department of Commerce**  
**SEMESTER IV**  
**COMM – 405 Financial Analysis**

Months	Topics	Duration
15 <sup>th</sup> Dec 2017- 20 <sup>th</sup> Jan 2018	Funds flow analysis- preparation of changes in working capital and sources and uses of funds. Cash flow analysis, difference between fund flow and cash flow analysis.	1.5 Month
21 <sup>st</sup> Jan to 22 <sup>nd</sup> Feb 2018	Capital structure - theories and determinants, essentials of optimum capital structure. Cost volume profit analysis.	1 Month
23 <sup>rd</sup> Feb to 9 <sup>th</sup> March 2018	CIA I + CIA II	
10 <sup>th</sup> March -5 <sup>th</sup> April 2018	Dividend policies- essentials of study of dividend policy, Walter and Gordon's model. Leverage - operating & financial leverage, trading on equity.	1 Month
15 <sup>th</sup> April -6 <sup>th</sup> May 2018	END SEMESTER EXAM	

*Sr Pearl*  
**PRINCIPAL**  
**SOPHIA GIRLS' COLLEGE**  
**(AUTONOMOUS)**  
**AJMER**

*Sachin*

*Raj*  
**Head**  
**Department of Commerce**  
**Sophia Girls' College**  
**(Autonomous), Ajmer**



# SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER

## Department of Commerce

### SEMESTER VI

#### COMM – 606 Banking and Financial Institution

Months	Topics	Duration
15 <sup>th</sup> Dec 2017- 20 <sup>th</sup> Jan 2018	Interest Rates : Various Rates (viz, Bond, Bill & Deposit Rates) with reference to India. Administred Rates and market Determined Rates, Sources of Difference in Rates of Interest, Behaviour of Average Level of Interest Rates. Value of Money-Quantity Theory of Money, Fisher, Cambridge and Keynes Approach.	1.5 Month
21 <sup>st</sup> Jan to 22 <sup>nd</sup> Feb 2018	International Financial Institutions and its affiliates, International monetary fund, International Bank for Reconstructions and Development, IDA, IFC and ADB-objectives, functions, organisations, achievement and shortcomings .	1 Month
23 <sup>rd</sup> Feb to 9 <sup>th</sup> March 2018	CIA I + CIA II	
10 <sup>th</sup> March -6 <sup>th</sup> May 2018	Problems and Policies of allocations of Institutional Credit, Problems between the Government and the Commercial Sector, Inter-Sect oral and Inter-Regional problems, problems between large and small borrowers, Banking and Financial Reforms in India, R.B.I. functions, Present Credit Policy and its limitations.	2 Month

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Sr Pearl*  
PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER

*Head*  
Head  
Department of Commerce  
Sophia Girls' College  
(Autonomous), Ajmer