**ACHARYA NAGARJUNA UNIVERSITY :: NAGARJUNA NAGAR**

**B.Com. (Computer Applications 2016-17)**

Course Structure

Revised Common Framework of CBCS for Colleges in Andhra Pradesh
(A.P. State Council of Higher Education)

### Semester – I

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Course</th>
<th>Name of the subject</th>
<th>Total Marks</th>
<th>Mid. Sem. Exam*</th>
<th>Sem. End Exam</th>
<th>Teaching Hours**</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>First Language</td>
<td>English</td>
<td>100</td>
<td>25</td>
<td>75</td>
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<tr>
<td>2.</td>
<td>Second Language</td>
<td>(Telugu/Hindi/Urdu/Sanskrit)</td>
<td>100</td>
<td>25</td>
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<td>3.</td>
<td>Foundation Course -1</td>
<td>Human Values &amp; Professional Ethics (HVPE)</td>
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<td>4.</td>
<td>Foundation Course -2</td>
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<td>5.</td>
<td>DSC 1 A</td>
<td>Accounting-I</td>
<td>100</td>
<td>25</td>
<td>75</td>
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<tr>
<td>6.</td>
<td>DSC 2 A</td>
<td>Business Organization &amp; Management.</td>
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<tr>
<td>7.</td>
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<td>Computer Fundamentals &amp; Photoshop</td>
<td>100</td>
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<td><strong>Total</strong></td>
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<td><strong>475</strong></td>
<td><strong>27</strong></td>
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* At the college (The marks split between formal test and co-curricular activities may be decided by the University concerned)

** Syllabus size shall be in accordance with the No. of teaching hours.

### Semester – II

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Course</th>
<th>Name of the subject</th>
<th>Total Marks</th>
<th>Mid. Sem. Exam*</th>
<th>Sem. End Exam</th>
<th>Teaching Hours**</th>
<th>Credits</th>
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<td>1.</td>
<td>First Language</td>
<td>English</td>
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<td>3.</td>
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<td>Foundation Course -4 A</td>
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<td>Enterprise Resource Planning</td>
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<td><strong>600</strong></td>
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# Semester – III

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<th>Sem. End Exam</th>
<th>Teaching Hours**</th>
<th>Credits</th>
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<td>First Language</td>
<td>English</td>
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<td>7.</td>
<td>DSC 3 C</td>
<td>Office Automation Tools</td>
<td>100</td>
<td>25</td>
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# Semester – IV

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<th>Sem. End Exam</th>
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<th>Credits</th>
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<td>DSC 1 D</td>
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<td>6.</td>
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# To be taught by partly by Maths/statistics teachers
## Semester – V

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<th>Course</th>
<th>Name of the subject</th>
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<th>Sem. End Exam</th>
<th>Teaching Hours**</th>
<th>Credits</th>
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<tbody>
<tr>
<td>1.</td>
<td>Skill Based Course SBC E</td>
<td><strong>University’s Choice:</strong>&lt;br&gt;5.1A. Business Leadership&lt;br&gt;B. Office Management&lt;br&gt;C. Personal Finance&lt;br&gt;D. Project Management</td>
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<td>2.</td>
<td>DSC 1 E</td>
<td>5.2 Cost Accounting</td>
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<td>3.</td>
<td>DSC 2 E</td>
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<td>DSC 3 E</td>
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<td>5.</td>
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<td>5.5 Programming in C</td>
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<td>6.</td>
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<td>Elective-DSC 3F/Inter-disp.</td>
<td>5.7 Web Technology</td>
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<td>Name of the subject</td>
<td>Total Marks</td>
<td>Mid. Sem. Exam</td>
<td>Sem. End Exam</td>
<td>Teaching Hours**</td>
<td>Credits</td>
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<tr>
<td>1.</td>
<td>Skill Based Course</td>
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<td>SBC G</td>
<td>6.1 A. Accounting Software</td>
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<td>B. Tally</td>
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<td>C. Event Management</td>
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<td>D. Media Management</td>
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<td>DSC 1 G</td>
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<td>DSC 2 G</td>
<td>6.3 Auditing</td>
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<td>6.4 Management Accounting</td>
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<td>6.6 e-Commerce</td>
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<td>6.7 PHP and My SQL</td>
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<td>75</td>
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<tr>
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<td>650</td>
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</table>
Unit-I – Introduction to Accounting

Unit –II: Subsidiary Books:

Unit-III: Trail Balance and Rectification of Errors:
Preparation of Trail balance - Errors – Meaning – Types of Errors – Rectification of Errors (Problems)

Unit-IV- Bank Reconciliation Statement:
Need for bank reconciliation - Reasons for difference between Cash Book and Pass Book Balances- Preparation of Bank Reconciliation Statement- Problems on both favorable and unfavourable balances.

Unit -V: Final Accounts:

References:
2. R L Gupta & V. K Gupta, Principles and Practice of Accounting, Sultan Chand & Sons
5. V.K.Goyal, Financial Accounting, Excel Books
6. K. Arunjyothi, Fundamentals of Accounting; Maruthi Publications
DSC 2 A - Business Organization and Management


Unit-IV: Management and Organization: Process of Management: Planning; Decision-making; Organizing: Line and Staff - Staffing - Directing and Controlling; Delegation and Decentralization of Authority.


Suggested Readings:

DSC 3 A - Computer Fundamentals & Photoshop

Unit-I: Introduction to Computers: Characteristics and limitations of Computer, Block diagram of computer, types of computers, uses of computers, computer generations. Number systems: binary, hexa and octal numbering system- Windows basics: desktop, start menu, icons.

Unit-II: Input and Output Devices: Keyboard and mouse, inputting data in other ways, Types of Software: system software, Application software, commercial, open source, domain and free ware software, Memories: primary, secondary and cache memory.

Unit-III: Introduction to Adobe Photoshop: Getting started with Photoshop, creating and saving a document in Photoshop, page layout and back ground, Photoshop program window-title bar, menu bar, option bar, image window, image title bar, status bar, ruler, pallets, tool box, screen modes, saving files, reverting files, closing files.

Unit-IV: Images: working with images, image size and resolution, image editing, colour modes and adjustments, Zooming & Panning an Image, Rulers, Guides & Grids- Working with Tool box: Practice Sessions.


Reference Books:
1. Reema Thareja, Fundamentals of Computers, Oxford University Press
2. Adobe Creative Team, Adobe Photoshop Class Room in a Book.
SEMESTER-II
DSC 1B – Accounting-II

Unit-I: Depreciation
Meaning of Depreciation - Methods of Depreciation: Straight line – Written down Value – Sum of the Years’ Digits - Annuity and Depletion (Problems).

Unit-II: Provisions and Reserves

Unit-III: Bills of Exchange

Unit-IV: Consignment Accounts

Unit-V: Joint Venture Accounts
Joint venture - Features - Differences between Joint-venture and consignment – Accounting procedure - Methods of keeping records (Problems).

Reference Books:
1. R.L. Gupta & V.K. Gupta, Principles and Practice of Accounting, S.Chand & Co.
5. V.K. Goyal, Financial Accounting, Excel Books
8. Arulanandam, Advanced Accountancy, Himalaya Publishers
DSC 2 B - Business Economics


**Unit-II: Demand Analysis:** Definition - Determinants of Demand -- Demand function – Law of demand- Demand Curve - Exceptions to Law of Demand - Elasticity of Demand – Types of Elasticity of Demand – Measurements of Price elasticity of Demand – Total outlay Method – Point Method – Arc Method.

**Unit – III: Cost and Revenue Analysis**

**Unit-IV: Market Structure:** Concept of Market - Market structure - Perfect competition - characteristics - equilibrium price - Monopoly- characteristics - Defects of Monopoly – Distinction between Perfect competition and Monopoly - Monopolistic Competition - Characteristics - Product differentiation - Oligopoly - characteristics - Price rigidity - Kinked Demand Curve.


**References:**

5. Aryasri and Murthy, Business Economics, Tata McGraw Hill
6. H.L Ahuja, Business Economics, Sultan Chand & Sons
DSC 3B: Enterprise Resource Planning

Unit-I: **Introduction**: Overview of enterprise systems – Evolution - Risks and benefits - Fundamental technology - Issues to be consider in planning design and implementation of cross functional integrated ERP systems.


Unit-III: **ERP Implementation**: Planning Evaluation and selection of ERP systems - Implementation life cycle - ERP implementation, Methodology and Frame work - Training – Data Migration - People Organization in implementation-Consultants, Vendors and Employees.

Unit-IV: **Post Implementation**: Maintenance of ERP- Organizational and Industrial impact; Success and Failure factors of ERP Implementation.


**References:**


5. Mahadeo Jaiswal and Ganesh Vanapalli, ERP Macmillan India, 2009


UNIT – I:

UNIT – II:
Issue and Redemption of Debentures - Employee Stock Options – Accounting Treatment for Convertible and Non-Convertible debentures (preparation of Journal and Ledger).

UNIT – III:

UNIT – IV:
Company Final Accounts: Preparation of Final Accounts – Adjustments relating to preparation of final accounts – Profit and loss account and balance sheet – Preparation of final accounts using computers (including problems).

UNIT – V
Provisions of the Companies Act, 2013 relating to issues of shares and debentures - Book Building- Preparation of Balance Sheet and Profit and Loss Account – Schedule-III.

Reference Books:
1. Corporate Accounting – Haneef & Mukherji,
2. Corporate Accounting – RL Gupta & Radha swami
3. Corporate Accounting – P.C. Tulsian
4. Advanced Accountancy: Jain and Narang
6. Advanced Accountancy : Chakraborthy
8. Accounting standards and Corporate Accounting Practices: T.P. Ghosh Taxman
DSC 2C - Business Statistics

Unit 1: Introduction to Statistics:
Definition, importance and limitations of statistics - Collection of data - Schedule and questionnaire – Frequency distribution – Tabulation -Diagrammatic and graphic presentation of data using Computers (Excel).

Unit 2: Measures of Central Tendency:
Characteristics of measures of Central Tendency-Types of Averages – Arithmetic Mean, Geometric Mean, Harmonic Mean, Median, Mode, Deciles, Percentiles, Properties of averages and their applications.

Unit 3: Measures of dispersion and Skewness:

Unit 4: Measures of Relation:
Meaning and use of correlation – Types of correlation-Karlpearson’s correlation coefficient – Spearman’s Rank correlation-probable error-Calculation of Correlation by Using Computers - Regression analysis comparison between correlation and Regression – Regression Equations-Interpretation of Regression Co-efficient.

Unit 5: Analysis of Time Series & Index Numbers:

References:
2. Statistics-Problems and Solutions Kapoor V.K.
4. Statistical Methods Gupta S.P
5. Statistics Gupta B.N.
7. Statistics-Theory, Methods and Applications Sancheti,D.C. &Kapoor V.K
DSC 3C: Office Automation Tools

Unit-I: MS-Excel: features of Ms-Excel, Parts of MS-Excel window, entering and editing data in worksheet, number formatting in excel, different cell references, how to enter and edit formula in excel, auto fill and custom fill, printing options.

Unit-II: Formatting options: Different formatting options, change row height, formulae and functions, Functions: Meaning and advantages of functions, different types of functions available in Excel.

Unit-III: Charts: Different types of charts, Parts of chart, chart creation using wizard, chart operations, data maps, graphs, data sorting, filtering. Excel sub totals, scenarios, what-if analysis
Macro: Meaning and advantages of Macros, creation, editing and deletion of macros - Creating a macro, how to run, how to delete a macro.


Reference Books:

3. Sanjay Saxsena, Microsoft Office, BPB Publications
SEMESTER-IV

DSC 1D - Banking Theory & Practice

Unit-I: Introduction
Meaning & Definition of Bank – Functions of Commercial Banks – Kinds of Banks - Central Banking Vs. Commercial Banking.

Unit-II: Banking Systems
Unit Banking, Branch Banking, Investment Banking- Innovations in banking – E banking - Online and Offshore Banking , Internet Banking - Anywhere Banking - ATMs - RTGS.

Unit-III: Banking Development
Indigenous Banking - Cooperative Banks, Regional Rural banks, SIDBI, NABARD - EXIM Bank.

Unit-IV: Banker and Customer
Meaning and Definition of Banker and customer – Types of Customers - General Relationship and Special Relationship between Banker and Customer - KYC Norms.

Unit-V: Collecting Banker and Paying Banker

Books for Reference
1. Banking Theory: Law & Practice : K P M Sundram and V L Varsheney
2. Banking Theory, Law and Practice : B. Santhanam; Margam Publications
4. Introduction to Banking : Vijaya Raghavan
5. Indian Financial System : M.Y.Khan
6. Indian Financial System : Murthy & Venugopal
DSC 2D - Business Laws

Unit-I: Contract:

Unit-II: Offer and Acceptance:
Definition of Valid Offer, Acceptance and Consideration -Essential elements of a Valid Offer, Acceptance and Consideration.

Unit-III: Capacity of the Parties and Contingent Contract:
Rules regarding to Minors contracts - Rules relating to contingent contracts - Different modes of discharge of contracts-Rules relating to remedies to breach of contract.

Unit-IV: Sale of Goods Act 1930:
Contract of sale – Sale and agreement to sell – Implied conditions and warranties – Rights of unpaid vendor.

Unit-V: Cyber Law and Contract Procedures - Digital Signature - Safety Mechanisms.

References:

2. Kapoor ND, Mercantile Law , Sultan Chand
3. Balachandram V, Business law Tata
4. Tulsian , Business Law Tata
5. Pillai Bhagavathi, Business Law , S.Chand.
DSC 3D Business Analytics

Unit-I: **Introduction** - Business Analytics Life Cycle - Business Analytics Process - Data concepts - Data exploration & visualization - Business Analytics as Solution for Business Challenges -

Unit-II: **Automated Data Analysis**: Tabulation and Cross Tabulation of Data: Univariate, Bivariate and Multivariate Data Analysis – ANOVA.

Unit-III: **Hypothesis Testing**: Type 1 & 2 errors - T-test, ANOVA, Chi-Square and correlation - Linear Regression Analysis - Logistic Regression - Cluster Analysis - Market Basket Analysis.


Unit-V: **SPSS Packages** – Applications and Case Studies.

**Suggested Books:**

5. R.N Prasad and Seema Acharya, “Fundaments of Business Analytics”, Wiley India Publication.


Unit-III: Special Topics: Profiles of a few Inspirational Leaders in Business – Jemshedji Tata - Aditya Birla - Swaraj Paul - L N Mittal - N R Narayana Murthy - Azim Premji, etc.

References:


SBC E 5.1 B Office Management


Unit-III: Records Storage and Retrieval: Nature of Files and Records - Storage - Purposes of Records Storage and Control - Filing systems, equipment and supplies - Records retention – ICT applications in Office Management.

References:

5. Duggal, B: Office Management and Commercial Correspondence, Kitab Mahal.
SBC E 5.1C Personal Finance


Unit-II: Investment Alternatives: Real Estate, Gold, Shares, Bonds, Govt. Securities, Insurance Policies, Mutual Funds, Post Office Saving Schemes, Public Provident Fund, etc.


References:

5. Ankit Gala & Khushboo Gala, Investment Planning, Buzzing Stock Publishing.
SBS E 5.1 D Project Management

Unit-I: Basics of Project Management: Project Identification, Project Initiation - Project Life Cycle - Project Planning, Resource Allocation, Scheduling, Project Cost Estimate and Budgets - CPM - PERT.


Unit-III: Project Execution, Control and Close-out: Project Execution, Project Control, Purpose of Execution and Control - Project Close-out, Project Termination, Project Follow-up.

References:
2. S. Choudhury, Project Scheduling and Monitoring in Practice, South Asian Publishers Pvt. Ltd.
3. P. K. Joy, Total Project Management: The Indian Context, Macmillan India Ltd.
5. N. J. Smith (Ed), Project Management, Blackwell Publishing.

Unit-II: Elements of Cost: Materials: Material control – Selective control, ABC technique – Methods of pricing issues – FIFO, LIFO, Weighted average, Base stock methods, choice of method (including problems).


Unit-V: Costing Techniques: Marginal Costing – Standard costing – Variance Analysis (including problems).

References:

DSC 2E  5.3 Taxation

Unit-I: **Introduction**: Objectives - Principles of Taxation - Brief History - Basic Concepts; Capital and Revenue; Basis of Charge - Exempted Incomes - Residential Status – Incidence of Taxation.

Unit-II: **Direct and Indirect Taxes** – Service Tax – VAT – Central Sales Tax – Latest Developments.

Unit-III: **Computation of income under different heads**: Income from Salary; Income from House Property; Income from Business/Profession, Charges Deemed Profits to Tax; Deductions u/s 80C to 80U - Income from Capital Gains; Income from Other Sources (simples problems).

Unit-IV: **Taxation System in India**: Objectives; Tax Holiday; Modes of Tax Recovery (Section 190 and 202); Payments and Refunds; Filing of Returns.

Unit-V: **Tax Planning**: Tax Avoidance and Tax Evasion; Penalties and Prosecutions; Income Tax Authorities.

**References:**

2. B.B. Lal: Direct Taxes, Konark Publisher (P) Ltd.
DSC 3E 5.4 Commercial Geography


Unit -II: India – Agriculture: Land Use - Soils - Major crops – Food and Non-food Crops – Importance of Agriculture – Problems in Agriculture – Agriculture Development.


Unit -IV: India – Minerals and Mining: Minerals – Renewable and non Renewable – Use of Minerals – Mines – Coal, Barites, etc. – Singareni Coal mines and Mangampeta Barites - District-wise Profile.


References:


3. Dr. S. Sankaran, Commercial Geography, Margam Publications, Chennai.


6. Vinod N. Patel, Commercial Geography, Oxford Book Company
Unit- I: Introduction to Algorithms and Programming Languages: Algorithm – Key features of Algorithms – Some more Algorithms – Flow Charts. Introduction to C: Structure of C Program – Writing the first C Program – File used in C Program – Compiling and Executing C Programs – Using Comments – Keywords – Identifiers – Basic Data Types in C – Variables – Constants – I/O Statements in C- Operators in C- Programming Examples – Type Conversion and Type Casting

Unit-II: Decision Control and Looping Statements: Introduction to Decision Control Statements – Conditional Branching Statements – Iterative Statements – Nested Loops – Break and Continue Statement – Go to Statement


Unit-V: Strings:- Introduction string and character functions.

Reference Books:

1. Reema Thareja, Introduction to C programming, Oxford University Press.
DSC 2F 5.6 - Database Management System


Unit-III: Entity–Relationship Model: Introduction, The Building Blocks of an Entity–Relationship, Classification of Entity Sets, Attribute Classification, Relationship Degree, Relationship Classification, Generalization and Specialization, aggregation and composition, CODD’S Rules, Relational Data Model, Concept of Relational Integrity.

Unit-IV: Structured Query Language: Introduction, History of SQL Standard, Commands in SQL, Data types in SQL, Data Definition Language (DDL), Selection Operation Projection Operation, Aggregate Functions, Data Manipulation Language, Table Modification, Table Truncation, Imposition of Constraints, Set Operations.

Unit-V: PL/SQL: Introduction, Structure of PL/SQL, PL/SQL Language Elements, Data Types, Control Structure, Steps to Create a PL/SQL Program, Iterative Control, Cursors, Steps to Create a Cursor, Procedure, Function, Packages, Exceptions Handling, Database Triggers, Types of Triggers.

Reference Books:

1. Paneerselvam: Database Management Systems, PHI.
5. MARTIN, Database Management – Prentice Hall of India, New Delhi.
7. Korth, Database Management systems.
8. Navathe, Database Management systems.
DSC 3F 5.7 - Web Technology


Unit-II: Cascading Style Sheets: Introduction, using Styles, simple examples, your own styles, properties and values in styles, style sheet, formatting blocks of information, layers.

Unit-III: Introduction to JavaScript: What is DHTML, JavaScript, basics, variables, string manipulations, mathematical functions, statements, operators, arrays, functions.

Unit-IV: Objects in JavaScript: Data and objects in JavaScript, regular expressions, exception handling, built-in objects, events.

Unit-V: DHTML with JavaScript: Data validation, opening a new window, messages and confirmations, the status bar, different frames, rollover buttons, moving images, multiple pages in single download, text only menu system.

References:

2. Black Book HTML 5.0
3. Complete reference HTML 5.0
Unit-I: Accounting Software Packages: Tally, Wings, Busy, Spreadsheet, Ms Excel as Accounting tool, Function wizard, Auditing Tool in MS Excel - Selective Applications for Accounts.


Unit-III: Applications of Spreadsheet Software: Preparation of Cash, Production and Flexible Budgets, Projected Profit & Loss Statement and Balance Sheet.

References:

1. Horngreen, C.T., Introduction to Management Accounting, Prentice Hall,
2. Smith, J.L. Keith, RM and Stephens, W.L., Managerial Accounting, McGraw Hill.
SBS G 6.1B Tally


Unit-II: Create Accounting Masters in Tally.ERP 9 - Chart of Accounts - Creating Single and Multiple charts, Displaying and Altering charts – Walkthrough for creating Chart of Accounts – Back-up of data and Restoring - Tally Audit Features.

Unit-III: Creating Inventory Master: Creating Stock Groups, Displaying, Deleting, Altering - Creating Stock Unit of Measure, Displaying and Deleting Unit Measures - Creating, Altering, Displaying, Deleting Stock items - Generating Reports.

References:

2. Tally 9.0 (English Edition), (Google eBook) Computer World
3. Tally.ERP 9 Made Simple Basic Financial Accounting by BPB Publisher.
4. Tally ERP 9 For Real Time Accounting by Avichi Krishnan
5. Fundamentals of Computers, by V. Rajaraman, PHI.
SBS G 6.1C Event Management

**Unit-I: Event Concept:** Corporate Events and Customer’s needs - Types of Events - Corporate hospitality – Exhibitions – Trade Fairs – Conferences – Business and Government Meets - Corporate event packages - Menu Selection - Customization.

**Unit-II: Outdoor Events:** Logistics, Types of Outdoor events, Risk management - Health and safety, Marketing and sponsorship, HR Management, Programming and Entertainment.

**Unit-III: Celebrity Events:** Launches, Fashion shows, National festivals and high-profile charity events - Liaison with agents, Contract Negotiations, Client briefings, Celebrity wish lists and expectations - Liaisoning with Govt. Departments.

**References:**

2. Event Management by Swarup K. Goyal - Adhyayan Publisher.
4. Event Entertainment and Production - Mark Sonder, CSEP, Wiley & Sons, Inc.
5. Special Event Production - Doug Matthews.
SBC G 6.1D Media Management

Unit-I: Media Management: Role of Media - Planning - Organization - Media types - Unique features of print media - Radio and Television - Teleconferencing - Media Technology: Internet, mobile phones, interactive television, video games, Ipod, Blogs, Community network sites.

Unit-II: Media Marketing: Penetration, Reach, Access and Exposure to media - Revenue-expenditure in media - Selling and buying space and time on media - TRP Rating - Audience Profiles - .

Unit-III: Media and Ethics: Ethical issues related to Media - Intellectual Property Rights (IPR) and New Media - Security issues and New media - Comparative analysis of Ten websites.

References:
2. Advertising and Promotion, An IMC Perspective, Kruti shah and Alan D’ Souza, TMH.
5. Raidu C.S., Media and Communication Management, Himalaya Publishers
DSC 1 G 6.2 Marketing


**Unit-II: Consumer Markets and Buyer Behaviour:** Buying Decision Process – Stages – Buying Behaviour – Market Segmentation – Selecting Segments – Advantages of Segmentation.


**Unit-IV: Pricing Decision:** Factors influencing price determination, Pricing strategies: Skimming and Penetration pricing.

**Unit-V: Promotion and Distribution:** Promotion Mix - Advertising - Publicity – Public relations - Personal selling and Direct marketing - Distribution Channels – Online marketing- Global marketing.

**References:**

4. V.S. Ramaswamy S. Nama Kumari, Marketing Management – Planning, McMillan
DSC 2G 6.3 Auditing

Unit-I: Auditing: Meaning – Objectives – Importance of Auditing – Auditing as a Vigil Mechanism – Role of Auditor in checking corporate frauds.

Unit-II: Types of Audit: Based on Ownership and time - Independent, Financial, Internal, Cost, Tax, Government, Secretarial audits.

Unit-III: Planning of Audit: Steps to be taken at the commencement of a new audit - Audit programme - Audit note book - Internal check, internal audit and internal control.

Unit-IV: Vouching and Investigation: Vouching of cash and trading transactions - Investigation, Auditing vs. Investigation


References:

DSC 3G 6.4 Management Accounting


Unit–II: Ratio Analysis: Classification, Importance and limitations - Analysis and interpretation of Accounting ratios - Liquidity, profitability, activity and solvency ratios (including problems).


References:
2. I.M Pandey, “Management Accounting”, Vikas Publishing House, New Delhi,
7. Dr. Kulsreshtha & Gupta – Practical problems in Management Accounting.
DSC 1H 6.5 - Tally

**Unit-I:** Introduction to Tally: Introduction, Software versions of Tally, Terminology related to Accounts credit & Debit, Journal, Ledger, Voucher, Group etc. Difference between Manual Accounting and Accounting Packages. Features and advantages of Tally.

**Unit-II:** Introduction of Tally Software, Creation of a company, Gateway of Tally, Accounts Information, Groups, pre defined Groups, Creation of New Groups, Creation of sub Group.

**Unit-III:** Ledgers, Ledger Creation – Single and multiple Ledgers, Displaying & altering Ledgers, configure Ledger, Stock Ledger, Ledgers and their Group Allocation.

**Unit-IV:** Vouchers –types of vouchers – recording of vouchers – entry of payment voucher, Receipt voucher, sales voucher, purchase voucher, Journal Voucher, Contra Voucher, Debit & Credit Note. Creating New Voucher types, customizing the Existing voucher types, Alternation of Voucher, Deletion of Voucher.


**Reference Books:**

1. K. Kiran Kumar, Tally ERP9.
6. Tally ERP 9 Made Simple Basic Financial Accounting, BPB Publisher.
7. Avichi Krishnan, Tally ERP 9 for Real Time Accounting, Book Ganga.
DSC 2H 6.6 - e-Commerce


Reference Books
2. E Business by Parag Kulakarni and Sunita Jahirabadkar from Oxford University Press.
7. Soka, From EDI to Electronic Commerce, McGraw Hill.
DSC 3H 6.7 - PHP and MySQL

Unit-I: Building blocks of PHP: Variables, Data Types, Operators and Expressions, Constants. 
Flow Control Functions in PHP: Switching Flow, Loops, Code Blocks and Browser Output. 
Working with Functions: Defining Functions, Calling functions, returning the values from User-Defined Functions, Variable Scope, Saving State between Function calls with the Static statement, more about arguments.

Unit-II: Working with Arrays: Arrays, Creating Arrays, Some Array-Related Functions. 
Working with Objects: Creating Objects, Object Instance. Working with Strings, Dates and Time: Formatting Strings with PHP, Investigating Strings with PHP, Manipulating Strings with PHP, Using Date and Time Functions in PHP.

Unit-III: Working with Forms: Creating Forms, Accessing Form - Input with User defined Arrays, Combining HTML and PHP code on a single Page, Using Hidden Fields to save state, Redirecting the user, Sending Mail on Form Submission, Working with File Uploads, Working with Cookies and User Sessions: Introducing Cookies, Setting a Cookie with PHP, Session Function Overview, Starting a Session, Working with session variables, passing session IDs in the Query String, Destroying Sessions and Unsetting Variables, Using Sessions in an Environment with Registered Users.

Unit-IV: Working with Files and Directories: Including Files with include(), Validating Files, Creating and Deleting Files, Opening a File for Writing, Reading or Appending, Reading from Files, Writing or Appending to a File, Working with Directories, Open Pipes to and from Process Using popen (), Running Commands with exec(), Running Commands with system ( ) or passthru ( ). 

Unit-V: Interacting with MySQL using PHP: MySQL Versus MySQLi Functions, Connecting to MySQL with PHP, Working with MySQL Data. Creating an Online Address Book: Planning and Creating Database Tables, Creating Menu, Creating Record Addition Mechanism, Viewing Records, Creating the Record Deletion Mechanism, Adding Sub-entities to a Record.

References:
