

**The Kelkar Education Trust's
V. G. Vaze College of Arts, Science and Commerce
(Autonomous)**



**The Kelkar Education Trust's
Vinayak Ganesh Vaze College of Arts, Science & Commerce
(Autonomous)**

**SYLLABUS FOR S.Y.B.COM
(JUNE 2023 ONWARDS)**

PROGRAMME: BACHELOR OF COMMERCE

SEMESTER III & IV

COURSE: COMMERCE III & IV

Course Code	Paper Title	Credit
VCCM201 & VCCM251	Commerce III & IV	04

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1. Syllabus as per Choice Based Credit System

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|---|--|
| 1) Name of the Programme | : S.Y.B.COM – COMMERCE III & IV |
| 2) Course Code | : VCCM201 & VCCM251 |
| 3) Course Title | : Commerce III & IV |
| 4) Semester wise Course Contents | : Copy of the syllabus Enclosed |
| 5) Reference & Additional References | : Enclosed in the syllabus |
| 6) Credit Structure | |
| (No. of Credit per Semester) | : 04 |
| 7) No. of Lectures Per Unit | : 16 |
| 8) No. of Lectures Per Week | : 04 |
| 9) No. of Tutorials Per Week | : NIL |

2. Scheme of Examination : Semester End Exam: 60 Marks

(4 Questions of 15 Marks)

Internal Assessment 40 Marks:

Test: 15 Marks

Project/Assignments: 15 Marks

Class Participation: 10 Marks

3. Special Notes (if any) : No

4. Eligibility (if any) : As laid down in the College-
-Admission Brochure/Website

5. Fee Structure : As per College Fee Structure Specification

6. Special Ordinances/Resolutions (if any) : No

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Programme: SYBCOM

Semester: III & IV

Course: Commerce III & IV

Course Code: VCCM201 & VCCM251

Teaching Scheme (Hrs/Week)				Continuous Internal Assessment (CIA) 40 marks					End Semester Examination	Total
L	T	P	C	CIA-1	CIA-2	CIA-3	CIA-4	Lab	Written	
4	-	-	4	15	15	10	-	-	60	100

Maximum Time, Semester End Exam (Theory) – 2 Hrs.

Prerequisite: Basic Interest in Management Skills

Course Objectives

- 1) To help the students gain an understanding of the functions and responsibilities of managers.
- 2) To help the students to develop cognizance of the importance of management principles.

Distribution of marks as per Units, COs and Bloom's Taxonomy

Unit	COs	Bloom's Taxonomy Level	Type of Question	Marks	Weightage (%)
1	CO1: Remember	Define / State	Essay Type	15	25
2	CO2: Understand	Classify/Describe/ Discuss/ Identify / Recognise	Essay Type, Problem solving	15	25
3	CO3: Apply	Demonstrate / Execute	Essay Type, Problem solving	15	25
4	CO4: Evaluate	Argue / Judge / Critique	Essay Type, Problem solving	15	25

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COMMERCE III

Course Outcomes:

Students should be able to...

CO1: Remember the concept, nature, and functions of management, and explain the evolution of management thoughts, including classical, neo-classical, and modern approaches.

CO2: Understand the steps and importance of planning, decision-making techniques, and the role of tools like MBO, MIS, and business analytics in enhancing managerial efficiency.

CO3: Apply the ability to organize business activities by analyzing organizational structures, departmentation, delegation of authority, and centralization versus decentralization.

CO4: Evaluate leadership styles, motivational techniques, and communication strategies to address challenges in directing and controlling business operations effectively.

COMMERCE III – MANAGEMENT: FUNCTIONS & CHALLENGES

Course Contents Semester III		
Sr. No.	Modules/Units	
1	Introduction to Management	Lectures
	Management: Concept, Nature, Functions, Managerial Skills & Competencies Evolution of Management Thoughts: <ul style="list-style-type: none"> • Classical Approach: Scientific Management – F.W. Taylor's Contribution • Classical Organisation Theory: Henri Fayol's Principles • Neo-Classical: Human Relations Approach – Elton Mayo's Hawthorne Experiments Modern Management Approach: Peter Drucker's Dimensions of Management, Indian Management Thoughts: Origin & Significance of Indian Ethos to Management, Examples of how Indian ethos can be applied to management, Agile Management Methodology	15
2	Planning & Decision Making	15
	Planning - Steps, Importance, Components, Coordination – Importance, Environmental, Social and Governance in Planning M.B.O - Process, Advantages, Management by Exception – Advantages; Management Information System – Concepts, Components, Business Analytics – Concept, Purpose, Importance, Benefits to Small Businesses, Career in Business Analytics. Decision Making - Techniques, Essentials of a Sound Decision Making, Impact of Technology on Decision Making, Design Thinking – Concept, Process, Purpose, Benefits	
3	Organising	15

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	Organising -Steps, Organisation Structures – Features of Line & Staff Organisations, Matrix Organisation, Virtual Organisation, Formal v/s Informal Organisation, Technology used in Organising Departmentation : Meaning - Bases, Span of Management- Factors Influencing Span of Management, Tall and Flat Organisation. Delegation of Authority : Process, Barriers to Delegation, Principles of Effective Delegation, Decentralisation: Factors Influencing Decentralisation, Centralization v/s Decentralisation	
4	Directing & Controlling	15
	Motivation – Concept, Importance, Recent Trends in Motivation, Influencing factors, Importance of Communication, Barriers to effective Communication Leadership - Concept, Functions, Styles, Qualities of a Good Leader, Recent Trends in Leadership, Women in Leadership – Characteristics, EI in Leadership Controlling – Concept, Steps, Essentials of Good Control System, Techniques of Managerial Control – Modern & Traditional.	
	Total	60

Distribution of marks as per Units, COs and Bloom's Taxonomy

Unit	COs	Bloom's Taxonomy Level	Type of Question	Marks	Weightage (%)
1	CO1: Understand	Classify/Describe/ Discuss/ Identify / Recognise	Essay Type	15	25
2	CO2: Analyse	Differentiate / Organise/ Examine / Experiment	Essay Type, Problem solving	15	25
3	CO3: Apply	Demonstrate / Execute / Interpret	Essay Type, Problem solving	15	25
4	CO4: Evaluate	Argue / Judge / Critique	Essay Type, Problem solving	15	25

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COMMERCE IV

Course Outcomes:

Students should be able to...

CO1: Understand key concepts in production management, including production systems, inventory control techniques, and measures to improve productivity.

CO2: Analyse the principles of quality management using tools like TQM, Six Sigma, ISO 9000 certification, and Kaizen to enhance product and service quality.

CO3: Apply knowledge of the Indian financial system by analyzing the structure of financial markets, SEBI's role in investor protection, and emerging trends like cryptocurrency and ESG practices.

CO4: Evaluate recent trends in finance such as mutual funds, derivatives markets, microfinance initiatives, and FinTech innovations to assess their impact on businesses and start-ups.

COMMERCE IV – MANAGEMENT: PRODUCTION & FINANCE

Course Contents Semester IV		
Sr. No.	Modules/Units	Lectures
1	Production & Inventory Management	15
	Production Management: Objectives, Scope; Production Planning & Control: Steps, Importance Production Systems: Concept, Types - Continuous and Intermittent; Productivity: Concept, Factors Influencing Productivity, Measures for improving productivity. Inventory Management - Objectives, Inventory Control- Techniques; Scientific Inventory Control System – Importance, Modern Inventory Management Techniques	
2	Quality Management	15
	Introduction to Quality: Dimensions of Quality; Cost of Quality: Types – Internal Failure Cost, External Failure Cost, Appraisal Cost Prevention Cost, Quality Circle: Features. Quality Management Tools: TQM – Importance, Six Sigma – Process, ISO 9000 – Certification Procedure, Kaizen – Process, Root Cause Analysis – Concept, Steps, Methods, Case Study Service Quality Management: Importance, SERVQUAL Model, Measures to Improve Service Quality.	

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3	Indian Financial System	15
	<p>Indian Financial Market: Structure, Primary Market – IPO Procedure; Alternative Investments, Dematerialisation: Process, Role of Depositories: NSDL and CDSL, Sustainability and ESG (Environmental, Social and Governance) – Self Study , Cryptocurrency and Digital Assets</p> <p>SEBI: Functions of SEBI, Investors protection measures of SEBI; Stock Exchange – Functions, Speculators, Use of Artificial Intelligence in Trading.</p> <p>Credit Rating: Advantages, Credit Rating Agencies in India - CRISIL, CARE, & ICRA</p>	
4	Recent Trends in Finance	15
	<p>Mutual Funds: Advantages and Limitations, Types, Factors responsible for growth of Mutual Funds – Systematic Investment Plan.</p> <p>Commodity Market: Categories; Derivatives Market: Types, Participants, Types of Derivative Instruments, Growth of Derivatives Market in India.</p> <p>Start-up Ventures: Concept, Sources of Funding; Micro Finance – Importance, Role of Self-Help Groups, Impact of Covid-19 on Start-up Ventures, Micro-Finance and SHG. Concept of Financial Technology (FinTech)</p>	
	Total	60

Beyond Syllabus

Problem-based learning, Case Studies, Guest Lectures on Recent Development, Paper presentations, and Industrial Visits, Digital Storytelling, Peer Learning & Assessment.

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QUESTION PAPER PATTERN

Maximum Marks: 60

Duration: 2 Hours

Question to be set: 04

Q. No.	Particulars	Marks
Q. 1.	Module I Attempt any TWO of the following out of THREE Questions: (i) (ii) (iii)	15 Marks
Q.2.	Module II Attempt any TWO of the following out of THREE Questions: (i) (ii) (iii)	15 Marks
Q.3.	Module III Attempt any TWO of the following out of THREE Questions: (i) (ii) (iii)	15 Marks
Q.4.	Module IV Attempt any TWO of the following out of THREE Questions: (i) (ii) (iii)	15 Marks

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RECOMMENDED RESOURCES

Text Books	
Reference Books	
	<ol style="list-style-type: none"> 1. Production and Operations Management –Prof. L.C. Jhamb, Event Publishing House. 2. Production Planning & Control- Prof L.C. Jhamb, Event Publishing House 3. Production & Operation Management (Text & Cases)- K. Ashwathappa & G. Sudeshana Reddy, Himalaya Publication. 4. Launching New Ventures: An Entrepreneurial Approach- Kathleen R. Allen, Cengage Learning 5. Essentials of Inventory Management-Max Muller, Amacon Publishes 6. Indian Financial System—Bharathi Pathiak, Pearson Publication 7. Financial Institutions and Markets: Structure Growth& Innovations – L.M. Bhole, Jitendra Mahakad, Tata McGraw Hill. 8. The Indian Financial System and Financial Market Operator-Vasant Desai, Himalaya 9. Publishing Indian Financial System – M.Y. Khan, Tata McGraw –Hill 10. Production and Operations Management –Anand Kumar Sharma, Anmol Publication 11. Mutual Funds in India: Emerging Issues-Nalini Prava Tripathi, Excel Books New Delhi. 12. Start-up Stand up: A step by step guide to Growing your Business, Nandini Vaidyanathan, Jaico Publishing House, Mumbai 13. A Trades Guide to Indian Commodities Market-Vijay L. Bhambwani, Network 18 Publication Ltd.
Reference Sites & Articles	<ol style="list-style-type: none"> 1. https://www.onlinemanipal.com/blogs/how-business-analytics-help-business-grow 2. https://exceedcollege.com/blog/why-business-analytics-is-so-important-for-success/

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| | <ol style="list-style-type: none">3. <u>https://careerfoundry.com/en/blog/ux-design/what-is-design-thinking-everything-you-need-to-know-to-get-started/#what-is-design-thinking</u>4. <u>https://www.techtarget.com/searchitoperations/definition/root-cause-analysis</u>5. <u>https://online.hbs.edu/blog/post/types-of-alternative-investments</u>6. Delen, D., & Ram, S. (2018). Research challenges and opportunities in business analytics. <i>Journal of Business Analytics</i>, 1(1), 2-12.7. Vidgen, R., Shaw, S., & Grant, D. B. (2017). Management challenges in creating value from business analytics. <i>European Journal of Operational Research</i>, 261(2), 626-639.8. Duan, Y., Cao, G., & Edwards, J. S. (2020). Understanding the impact of business analytics on innovation. <i>European Journal of Operational Research</i>, 281(3), 673-686. |
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The final syllabus has been approved by the following BoS Members:

Dr. Adhir Vasant Ambavane - Head of the Department of Commerce

Mr. Manoj Arjun Sangare - Member – Faculty

Ms. Suchitra Poojari - Member – Faculty

Dr. Kishori Bhagat - Vice-Chancellor Nominee

Mr. Sanjeev Shah - Industry / Corporate Sector

Dr. Shobha Samir Dedhiya - Subject Expert – From Other University (SNDT)

Dr. Pramila Patil Subject Expert – From Other University (SNDT)

CA Kunal Sanil - Meritorious Alumnus



**DR. ADHIR AMBAVANE
CHAIRMAN – BOS**



**DR. KISHORI BHAGAT
VC – NOMINEE (BOS)**