

**Academic Year: 2023-2024**

**Master of Commerce**



**Syllabus & Scheme**

**Semester –I & II**

**SCHOOL OF COMMERCE**





# GYANVEER UNIVERSITY, SAGAR (M.P.)

Scheme of Examination M.Com I Semester (Major /Minor/Elective)

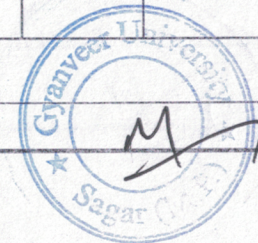
School of Commerce (Academic Session 2023-24)

*Subject wise distribution of marks and corresponding credits*

S. No.	Subject Name	Subject Code	Paper Name	Maximum Marks Allotted										Total Marks	Contact Periods Per week			Total Credits
				Theory Slot					Practical Slot						L	T	P	
				End Term Exam	Internal Assesment Class test (Descriptive & Objective)/Assignment/Seminar/			Internal Assesment			External Assesment							
					FINAL EXAM	Internal Assesment I	Internal Assesment II	Internal Assesment III	Class test/ Interaction	Attendance	Practical/ Presentation/ Lab Record	Viva Voce	Field Project					
1	Core Course	MCOM211T	Organization Theory and Behaviour	60	20	20	20	-	-	-	-	-	100	6	0	0	6	
2	Core Course	MCOM212T	Advance Statistics	60	20	20	20	-	-	-	-	-	100	6	0	0	6	
3	Core Course	MCOM213T	Management Accounting	60	20	20	20	-	-	-	-	-	100	6	0	0	6	
4	Core Course	MCOM214T	Advance Banking & Insurance	60	20	20	20	-	-	-	-	-	100	6	0	0	6	
5	Elective	MCOM215P	Economic Analysis	60	20	20	20	-	-	-	-	-	100	0	0	4	4	

**Total Credit : 6+6+6+6+4 = 28**

**Note:** Allotment of Marks for Internal Assesment for theory portion is Best of Two / either of two and addition of them.



**MASTER OF COMMERCEs**  
**SEMESTER-I**  
**MCOM211T - Organization Theory and Behaviour**

**Objectives:** The objective of the course is to develop a theoretical understanding among students about the structure and behaviour of organization as it develops over time. The course will also make them capable of realizing the competitiveness for firms.

**Course Content:**

**(Lecture -12)**

**Unit- I:** Organizational Theories and Behaviour: Classical, Neo-classical and Contemporary. Authority, Power, status, formal and informal structure. Flat and Tall structures. Bureaucratization of organisations. Organisational Behaviour-concepts, determinants, models, challenges and opportunities of OB. Transaction cost and organizational behaviours Contributing disciplines to the OB. Individual Behaviour: Foundations of individual behaviour, values, attitudes, personality and emotions. Theory X and Theory Y, Chris Argyris behaviour patterns, Perceptual process

**(Lecture -12)**

**Unit- II:** Group Decision making and Communication: Concept and nature of decision making process, Individual versus group decision making, Nominal group technique and Delphi technique, models of communication, communication effectiveness in organizations. Feedback, TA, Johari Window.

**(Lecture -12)**

**Unit- III:** Motivation: Need hierarchy, Maslow's Need Hierarchy, Two factor theory, Contemporary theories of motivation (ERG, Cognitive evaluation, goal setting, equity) expectancy model. Behavior modification, Motivation and organizational effectiveness.

**(Lecture -12)**

**Unit-IV:** Leadership, Power and Conflict: Concept and theories, Behavioral approach, Situational approach, Leadership effectiveness, Contemporary issues in leadership. Power and conflict. Bases of Power, power tactics, sources of conflict patterns, levels and conflict resolution strategies.

**(Lecture -12)**

**Unit- V:** Organisational Culture, Organisational Development and Stress Management: Concept and determinants of organisational culture, Organisational Development: concept and intervention techniques. Individual and organisational factors to stress, consequences of stress on individual and organisation, management of stress.

**Learning Outcomes :** After completions of this course students will development a theoretical understanding about the the structure and behaviour of organization as it develops over time. The course will also make them capable of realizing the competitiveness for firms.



**Reference:**

1. Robbins; S.P., *Organisational Behaviour* (13<sup>th</sup> edition), Prentice Hall of India Pvt. Ltd., New Delhi, 2008.
2. Luthans, Fred, *Organisational Behaviour*, 11<sup>th</sup> Edition, Mc Graw Hill International, New York, 2007.
3. Robins S.P., *Organisational Theory: Structure Design and Application*, 3<sup>rd</sup> ed., Prentice Hall of India Pvt. Ltd., 2007.



**MASTER OF COMMERCE  
SEMESTER-I  
MCOM212T - Advance Statistics**

**Objectives:**

- To impart knowledge of data and procedures involved in processing of data.
- To provide in depth understanding of correlation, regression and time analysis.
- To introduce concepts of probability.
- To introduce concepts of sampling theory, survey and testing of significance of results.
- To introduce analysis of variance and non-parametric tests

**Course Contents:**

(Lecture -12)

**Unit - I:**

**Correlation and Regression Analysis:** Simple, multiple and partial correlation analysis. Rank correlation. Simple and Multiple linear regression analysis (involving up to three variables). Multiple regression analysis.

(Lecture -12)

**Unit- II:**

**Theory of Probability:** Approaches to calculation of probability. Marginal, joint and conditional probabilities. Probability rules. Bayes' theorem.

**Probability Distributions:** Expected value and standard deviation of a probability distribution. Standard probability distributions - Binomial, Poisson.

**Statistical Decision Theory:** Decision-making process. Payoff and Regret tables. Decision rules under risk and uncertainty.

(Lecture -12)

**Unit- III:**

**Sampling Distributions and Estimation:** Sampling concepts. Sampling methods. Concept of sampling distribution, its expected value and standard error. Sampling distribution of means and Central Limit Theorem. Sampling distribution of proportions.

Point and interval estimation; Properties of a good estimator. Confidence intervals for means (a) when  $\sigma$  is known, and (b) when  $\sigma$  is not known. Sample size determination for a mean. Confidence intervals for proportions.

**Hypothesis Testing:** One and Two-sample Tests: General methodology of hypothesis testing. One and two-tailed tests. Type I and type II Errors. Power of a test. Calculation and use of p-value.

(Lecture -12)



**Unit- IV:**

**One Sample Tests:** Hypothesis testing of means when the population standard deviation is known and when it is not known. Hypothesis tests concerning proportions.

**Two-sample Tests:** Tests for difference between means when population standard deviations are known, and when they are not known. Inferences about difference between two means for matched samples. Testing of difference between two proportions.

(Lecture -12).

**Unit- V:**

**Analysis of Variance and Non-parametric Tests:** F-test of equality of variances. One-factor ANOVA (Completely Randomised Model) and Two-factor ANOVA without replication (Randomised Block Model). Chi square test for Independence and for Goodness-of-fit. Sign test, One-sample runs test and Rank correlation test.

**Learning Outcomes :** After completions of this course students

- will have knowledge of data and procedures involved in processing of data.
- will have understanding of correlation, regression and time analysis.
- will be acquainted with concepts of probability.
- will be have understand the concepts of sampling theory, survey and testing of significance of results.

**Reference:**

1. Aczel, Amir D., and Sounderpandian, J., Complete Business Statistics, Tata McGraw Hill Publishing.
2. Anderson, Sweeny and Williams, Statistics for Business and Economics, CENGAGE Learning, New Delhi
3. Ashish J. Dave Statistics for Management Indica Publishers & Distributers Pvt ltd New Delhi
4. Business Mathematics, Ramesh Mangal, Satish Printers and publishers.
5. Business Mathematics, S.P.Gupta, S.M.Shukla, Sahitya Bhawan Publications.
6. Freund, J. E. And F. J. Williams, Elementary Business Statistics - The Modern Approach, Prentice Hall of India Private Ltd., New Delhi.
7. Gupta & Gupta Business Statistics Himalaya Publishing House Pvt ltd New Delhi
8. Gupta .S.C. Fundamentals of Statistics Himalaya Publishing House Pvt ltd New Delhi
9. J. K. Sharma, *Business Statistics*, Pearson Education.
10. Kazmeir Leonard J: Business Statistics, Tata McGraw Hill Publishing Company, New Delhi
11. Levin, R.I. and D.S. Rubin, Statistics for Management, Prentice-Hall of India.
12. S.C. Gupta, *Fundamentals of Statistics*, Himalaya Publishing House.



13. S.P. Gupta and Archana Gupta, *Elementary Statistics*, Sultan Chand and Sons, New Delhi.
14. Sejal Desai Statistical Methods in Business Management Indica Publishers & Distributers Pvt Ltd New Delhi
16. Vohra, N. D., *Business Statistics*, Tata McGraw Hill Publishing Company, New Delhi



**MASTER OF COMMERCE**  
**SEMESTER-I**  
**MCOM213T - Management Accounting**

**Objectives:**

- To impart knowledge of various methods of accounting useful for management.
- To provide in depth understanding of decision making process on financial aspects
- To introduce concepts of Standard Costing and decisions related to costs
- To introduce concepts of analysis of cost and responsibility accounting

**Course Contents:**

(Lecture -12)

**Unit- I:**

**Management Accounting:** Nature and Functions, Scope of Management Accounting, Financial vs. Management Accounting; Cost vs. Management Accounting; Role of Management Accountant, Tool and Techniques used in Management Accounting, Limitation of Management Accounting.

**Budgeting and Budgetary Control:** Meaning, Objectives, Advantages and Limitations, Essentials of Effective Budgeting, Classification of Budgets; Cash Budget, Fixed and Flexible Budget, Master Budget, Zero Base Budgeting, Performance Budgeting.

(Lecture -12)

**Unit- II:**

**Standard Costing and Variance Analysis:** Limitations of Historical Costing, Meaning of Standard Costing, Standard Costing v/s Estimated Costing, Variance Analysis: Material Variance, Labour Variance and Overhead Variance.

(Lecture -12)

**Unit- III:**

**Variable and Absorption Costing:** Concept, Comparison, Applications of Variable Costing, Preparation of Income Statements.

**Marginal Costing:** Meaning of Marginal Costing, Characteristics of Marginal Costing, Income determination under Marginal Costing and Absorption Costing, Income Determination under Marginal Costing.

**Cost-Volume-Profit (CVP) Analysis:** Contribution Margin; Break Even Analysis; Profit Volume (P/V) Analysis; Multiple-Product Analysis;





(Lecture -12)

**Unit- IV:**

**Decision Process:** Relevant Information and Short-Run Managerial Decisions - Managerial Decision Making; Decision Making Process; Differential Analysis; Types of Managerial Decisions - Make/Buy, Add/Drop, Sell/ Process Further, Operate/Shutdown, Special Order, Product-Mix, Pricing Decisions.

(Lecture -12)

**Unit- V:**

**Concept of Responsibility Accounting;** Responsibility Centers, Cost Centre, Revenue Centre, Profit Centre, Investment Centre, Responsibility Performance Reporting, Cost Reduction and Cost Control.

**Learning Outcomes :** After completions of this course students

- will have knowledge of various methods of accounting useful for management.
- will have understanding of decision making process on financial aspects.
- will have knowledge concepts of Standard Costing and decisions related to costs

**Reference:**

1. Arora, M.N.: Cost and Management Accounting, Vikas Publication, New Delhi
2. Atkinson Anthony A., Rajiv D. Banker, Robert Kaplan and S. Mark Young, Management Accounting, Prentice Hall.
3. Chintaman. S. A. Management Accounting Indica Publishers & Distributers Pvt ltd NewDelhi
4. Drury Colin, Management and Cost Accounting, Thomson Learning.
5. Garison R. H. and E.W. Noreen, Managerial Accounting, McGraw Hill.
6. Horngreen Charles T., and Gary L. Sundem and William O. Stratton, Introduction to Management Accounting, Prentice Hall of India.
7. Jawahar Lal, Advanced Management Accounting, Text, Problems and Cases, S. Chand &Co., New Delhi.
8. Khedkar & Bharti Accounting for Business Decisions Himalaya Publishing House, NewDelhi
9. Mukhi, Bhavya Accounting for Management Decisions Indica Publishers & Distributers Pvtltd New Delhi
10. Ronald W. Hilton, Managerial Accounting, McGraw Hill Education.
11. Vasudeva S. Accounting for Business Managers Himalaya Publishing House, New Delhi



**MASTER OF COMMERCE**  
**SEMESTER-I**  
**MCOM214T - Advance Banking & Insurance**

**Objectives:**

- To acquire knowledge and develop understanding of the Banking and Insurance.
- To impart knowledge of Commercial Banking in India
- To provide in depth understanding of Corporate Governance in Commercial Banks
- To introduce concepts of Management of Non- Performing Assets in Commercial Banks
- To introduce concepts of different types of Insurances
- To familiarize the students with the IRDA

**Course Contents:**

(Lecture -12)

**Unit-I:**

**Commercial Banking in India**-Introduction, scheduled and non- Scheduled banks, evolution and growth of banking system of India , RBI' s policy, present structure of Indian Banking.

**Competitive strategy to meet challenges to Commercial Banks in India**-Challenges before Indian Commercial Banks, Opportunities for Indian Commercial Banks, Strengths of Indian Commercial Banks, Strategy to cope with the challenges.

(Lecture -12)

**Unit-II:**

**Corporate Governance in Commercial Banks**- Emergence of Corporate Governance, Corporate Governance and Commercial Banks, Concept, Objectives, Fundamentals, Prescribing code of effective corporate governance for commercial banks, Corporate Governance in commercial banks in India.

**Management of Loans in Commercial Banks**- Characteristics, principle, Loan policy, supervision of loan.

(Lecture -12)

**Unit-III:**

**Management of Non- Performing Assets (NPAs) in Commercial Banks**- Conceptual Exposition, NPAs in Indian Commercial Banks, NPAs in priority sector advances, Steps taken by the government and the RBI to control NPA's, impact of the efforts for managing NPA's, Future Challenges.



**Retail Banking**-Concept, features, utility, Retail banking in Foreign Countries, Retail banking in India, Future of Retail Banking and Government Policy for Retail Banking.

(Lecture -12)

**Unit-IV:**

**Insurance:** Introduction, definition, nature, role and importance, insurance contract.

**Life Insurance:** Nature, classification of policies, annuities, selection of risk.

**Marine Insurance:** Nature, contract, policies, policies conditions.

**Fire Insurance:** Nature, uses, contract, kinds of policies, Policies conditions, rate fixation in fire Insurance, payment of claim, Progress of fire Insurance.

(Lecture -12)

**Unit-V:**

**Miscellaneous Insurance:** Social Insurance, health, transport, motor, rural, agriculture, urban, traditional, and non-urban traditional Insurance, progress of general and misc. insurance.

Insurance Legislation in India, IRDA, Reformatory measures taken by the Government in Insurance Sector, Impact of Reforms, Future Opportunities and Challenges.

**Learning Outcomes :** After completions of this course students

- will have knowledge and understanding of the Banking and Insurance.
- will have knowledge of Commercial Banking in India.
- will have knowledge Management of Non- Performing Assets in Commercial Banks
- will have knowledge of different types of Insurances & with the IRDA

**Reference:**

1. Arumugam Vijayakumar: Indian Insurance Sector in 21st century: An Outlook, Gyan Publishing House.
2. Bhole L. M: Financial institutions and Market, Tata Mc. Graw Hill.
3. Desai Vatan: The Indian Financial System, Himalaya Publishing House.
4. Gordon E., Natrajan K.: Financial Markets and institutions, Himalaya Publications.
5. Mishra M.N., Mishra S.B.: Insurance Principles and Practice, S. Chand Publications.
6. Sadhak H., Life Insurance in India: Opportunities, Challenges and strategic Perspective. Sage Publications



**MASTER OF COMMERCE**  
**SEMESTER-I**  
**MCOM215T - ECONOMIC ANALYSIS**

**Objectives:**

The objective of the course is to acquaint students with the concepts of micro-economic theory and their use in business decision making. The effort is to make them capable of using various concepts to deal with business problems in a globalised economic environment.

**Course Content:**

(Lecture -12)

**Unit-I :** Firm and its objectives: Theories of the firm, managerial theories, behavioural approaches, growth theories, satisficing theory etc. Relevance of profit maximization in the modern context.

(Lecture -12)

**Unit-II :** Consumer Behaviour: Determination of demand. The type of goods and the demand function. Indifference curve analysis, Indifference preference, Slutsky's analysis of demand, Revealed preference, theory of attributes, snob appeal, band wagon effect and the demand function. Inter – temporal demand function. Demand for durable goods.

(Lecture -12)

**Unit-III :** Production and Cost: Production function, Concept of productivity, isoquants ridge lines, isoclines, isocost lines, Expansion path and Multiproduct firm, Empirical production function: Cobbe-Douglas, CES, VES and Translog. Estimation of production function.

(Lecture -12)

**Unit-IV :** Cost function: Classification of costs, short run and long run cost functions. Law of variable proportion, return to scale, scale economies, scope economies. Estimation of cost function, Problem of estimating cost and production functions. Duality between production and cost function. Efficiency and the firm.

(Lecture -12)

**Unit-V :** Price and output relationship under different market structures: Perfect Competition, Monopoly, Discriminating monopoly, Monopolistic competition, oligopoly, Game theory and oligopolistic behaviours, duopoly, monopoly. Relating the structure with market situations. Competition and markets, Social cost of Monopoly, regulatory aspects of monopoly.

**Learning Outcomes :** After completions of this course will have knowledge about the concepts of micro-economic theory and their use in business decision making.

**Reference:**

1. Koutsiyannis, A., *Modern Microeconomics*, Macmillan Press Ltd. (1998 Reprint).
2. Varian, *Micro-Economic Analysis* (ed. 3), Norton, 1992.
3. Pindyck Robert S. and Daniel L. Rubinfeld, *Micro Economics*, Third Edition, Prentice Hall of India, New Delhi, 1996.
4. Madala G.S. and Ellen Miller, *Micro Economics, Theory and Applications*, McGraw Hill, Book Company, New York.
5. Gould, John P., Edward P. Lazear, *Micro-Economic Theory*, Richard D. Irwin, Inc., Homewood Illinois.
6. Sen Anindya, *Micro-Economics: Theory and Applications*, Oxford University Press, New Delhi, 1999
6. Tirole J., *The Theory of Industrial Organisation*, Cambridge MIT Press, 1988.

