

**SIES COLLEGE OF COMMERCE & ECONOMICS
(AUTONOMOUS)**

(Affiliated to University of Mumbai)

DEPARTMENT OF ACCOUNTANCY

Date of BOS meeting: 09/08/2023

Name of BOS Chairperson: CA PRASANNA M. TAMBE

Sr. No.	Heading	Particulars
1	Title of the programme	B.Com
2	Eligibility for admission	HSc or Equivalent
3	Minimum percentage	35%
4	Semesters	01 and 02
5	Level	UG
6	Pattern	03 years & 06 semesters CBCGS
7	To be implemented from	From Academic year 2023-24

SIES COLLEGE OF COMMERCE & ECONOMICS

(AUTONOMOUS)
(Affiliated to University of Mumbai)
RE-ACCREDITED GRADE "A" BY NAAC

BOARD OF STUDIES
DEPARTMENT OF ACCOUNTANCY

(WITH EFFECT FROM THE ACADEMIC YEAR 2023-2024)

UNDER NEP 2020

SEMESTER I

Serial No	Course code	Credits	Course Name
1			MAJOR
1.1	BCOM-MAJS1-101	03	Accountancy and Financial Management I

Objectives

1. To acquaint the students with accounting policies, conventions, concepts with reference to selected accounting standards
2. To impart the knowledge of accounting procedures, methods and techniques with reference to selected areas of accounting
3. To acquaint the learners with preparation of financial statements of a proprietary concern, multi-departmental business and other specialized methods & techniques used in hire purchase accounting, accounting from incomplete records , branch accounts and fire insurance claims
4. To acquaint the learners with analysis & interpretation of transactions in various types of ledger accounts

Course: Accountancy and Financial Management I

COURSE CODE:

COURSE CREDIT: 03

Sr. No.	Modules	Number of lectures of 1 hour
1	Module 1 - Reading of Ledger Accounts Classification of accounts – Real , Personal & Nominal accounts – Basic rules of accounting – Importance of reading of ledger accounts – Simple illustrations covering ledger accounts like Fixed assets , Investments, Debtors , Creditors , Income , Expenses	08
2	Module 2 - Accounting for Hire Purchase Meaning, Calculation of interest, Accounting for Hire purchase transactions by asset purchase method based on full cash price, Journal entries, ledger accounts and disclosure in Balance sheet for hirer and vendor (excluding default, repossession and calculation of cash price	10
3	Module 3 - Departmental accounts Meaning, basis of allocation of expenses and incomes / receipts, inter departmental transfer at cost price and invoice price, stock reserve, departmental trading and profit and loss account and Balance Sheet	13

4	Module 4 - Preparation of Final accounts of a proprietary concern including Manufacturing account and Accounting of capital and revenue receipts and expenditure covering Capital, Revenue and Deferred revenue	14
	Total Lectures	45

References:

1. Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
2. Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
3. Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai

SEMESTER II

Serial No	Course code	Credits	Course Name
1			MAJOR
1.1	BCOM-MAJS2-101	03	Accountancy and Financial Management II

Course: Accountancy and Financial Management II

COURSE CODE: BCOMS201

COURSE CREDIT: 03

Sr. No.	Modules	Number of lectures of 1 hour
1	<p>Module 1 - Accounting Standards issued by ICAI and Inventory valuation:</p> <ul style="list-style-type: none">• Accounting Standards – Concepts , Benefits, procedures for issue of Accounting Standards• AS 1 – Disclosure of accounting policies – Purpose, areas of policies, disclosure of policies, disclosure of change in policies, illustrations• AS 2 – Valuation of inventories – Meaning, Definition, Applicability, Measurement of inventory, disclosure in final accounts, explanation with illustrations• AS 9 – Revenue recognition – Meaning and Scope, transaction excluded, sale of goods, rendering of services, effects of uncertainties, disclosure and illustrations• AS-10 Property, Plant & Equipment – Meaning & Applicability, Recognition of cost , Revaluation of assets, Depreciation , disclosure• AS-16 Borrowing costs – Meaning & applicability , recognition & accounting , disclosure• Simple illustrations on Accounting standards• Inventory valuation – Meaning of inventories, cost of inventory valuation, inventory systems, periodic and perpetual inventory system, valuation, meaning and importance, Methods of stock valuation as per AS 2, FIFO and weighted average method, computation of valuation of inventory as on balance sheet date: (If inventory is taken on a date after the balance sheet or before the balance sheet)	9
2	Module 2 - Accounting from Incomplete records	12

	Introduction and Problems of preparation of final accounts of Proprietary trading concern (conversion method)	
3	Module 3 - Branch accounts (excluding foreign branches) Meaning / Classification of Branch Accounting for Dependent branch not maintaining full books by (a) Debtors method (b) Stock and debtors method	12
4	Module 4 - Fire Insurance Claims Computation of Loss of Stock by fire Ascertainment of claim as per the Insurance Policy Exclude: Loss of Profit and Consequential loss	12
	Total Lectures	45

References:

1. Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
2. Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
3. Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai

SIES College of Commerce & Economics
(AUTONOMOUS)
DEPARTMENT OF ACCOUNTANCY
PROPOSED SCHEME OF EXAMINATION FROM ACADEMIC YEAR 2023-2024 FOR
F.Y.B.COM.

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 40 marks
- Semester end examination 60% i.e. 60 marks

PROPOSED SCHEME OF EXAMINATION FOR BCom (Aided)

(A) Internal Assessment 40 marks

Description	Marks
One objective (multiple choice questions , true or false, short practical questions etc) of 20 marks	20
One Project or Viva or Case studies	10
One Open book test	10
Total	40

B) Semester end examination 60 marks

PROPOSED PAPER PATTERN

Duration : 2 hours	
Total Marks: 60	
Q.1 15 marks OR 15 marks	15
Q.2 15 marks OR 15 marks	15
Q.3 15 marks OR 15 marks	15
Q.4 15 marks OR 15 marks	15
Total	60
Note: 15 marks question may be divided into sub questions if required. One of the Question may include theory/Case Study in one of the options.	

Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination

Program B. Com

SUBJECT- COMMERCE 1 COURSE CODE: BCOM-MAJS1-102 CREDIT: 3

MODULE 1:- BUSINESS

Introduction - Concept and Features, Functions, Scope and Significance of business. Traditional and Modern Concept of business.

Objectives of Business - Steps in setting business objectives, Classification of business objectives, Reconciliation of Economic and Social Objectives.

New trends in business - Liberalization, Privatization and Globalization - Meaning and impact. Growth, Restructuring and Turnaround Strategies. Concept of start-up companies.

MODULE-2: BUSINESS ENVIRONMENT

Introduction - Concept and Features, Importance of business environment, Inter-relationship between Business and Environment.

Constituents of Business Environment - Internal and External Environment, Impact of Educational Environment on business. International Environment – WTO: Objectives, Agreements, and Impact

MODULE 3: PROJECT PLANNING

Introduction - Concept of Project Planning; Project Report - Contents and Importance; Feasibility Study - Types and its importance.

Business Unit Promotion - Concept and Stages of Business Unit Promotion, Location – Factors determining location, Role of Government in Promotion.

Statutory Requirements in Promoting Business Unit - Licensing and Registration procedure, Filing returns and other documents.

Ease of doing a business – Indian Scenario

MODULE -4: ENTREPRENEURSHIP

Introduction - Concept and Features, Importance, Factors Contributing to Growth of Entrepreneurship, Entrepreneur and Manager, Entrepreneur and Intrapreneur.

The Entrepreneurs - Types of Entrepreneurs, Competencies of an Entrepreneur, Entrepreneurship Training and Development centers in India. Incentives to Entrepreneurs in India.

Women Entrepreneurs - Problems and Promotion.

SUBJECT- COMMERCE 2
COURSE CODE: BCOM-MAJS2-102
CREDIT: 3

MODULE 1- CONCEPT OF SERVICES

Introduction - Meaning and Characteristics, Scope and Classification Importance of service sector in India.

Marketing Mix for Services (7 Ps),

Service Strategies - Service development cycle, Managing demand and capacity, opportunities and challenges in servicesector.

MODULE 2-RETAILING

Introduction - Concept of organized and unorganized retailing, Recent Trends in retailing in India, Factors responsible for growth of organized retailing in India, Survival strategies for unorganized Retailers.

Retail Format - Store format and Non – Store format, Store Planning, Design and Layout.

Retailing in India – Prospects and Challenges.

Mall Management – Retail Franchising, FDI in Retailing, Careers in Retailing.

Recent trends in financial services, health and wellness industry

MODULE 3-RECENT TRENDS IN SERVICE SECTOR

ITES - BPO, KPO, LPO: Meaning, Features, Importance and Challenges in India.

Banking and Insurance Sector - ATM, Debit & Credit Cards, Internet Banking – Privatization and FDI in Banking and Insurance Sector in India and its impact.

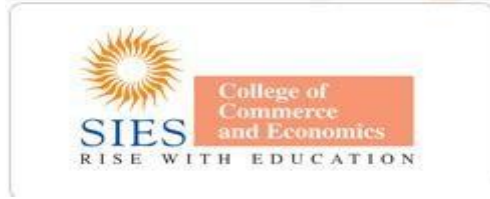
Logistics - Meaning and Elements, Importance and Challenges in India..

MODULE 4 -E-COMMERCE

Introduction - Meaning and Features, Functions, Importance and Limitations.

Types of E-Commerce – All Types - B2B, B2C, C2B, C2C, B2G and G2B.

Present status of E-Commerce in India - Factors responsible for transition to E-Commerce in India, E-Transition Challenges for Indian Corporates.



**SIES COLLEGE OF COMMERCE & ECONOMICS
AUTONOMOUS**

DEPARTMENT OF MATHEMATICS & STATISTICS

Date of BOS meeting: 17th July , 2023

Name of BOS Chairperson: Mrs. Sangeeta Vinay Kore

Sr. No.	Heading	Particulars
1	Title of the programme	B.Com
2	Eligibility for admission	HSc or Equivalent
3	Minimum percentage	35%
4	Semesters	01 and 02
5	Level	UG
6	Pattern	03 years & 06 semesters CBCGS
7	To be implemented from	From Academic year 2023-24 in progressive manner

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DEPARTMENT OF MATHEMATICS & STATISTICS

(WITH EFFECT FROM THE ACADEMIC YEAR 2023-2024)

B.Com.

Course: Mathematical & Statistical Techniques I

COURSE CODE: BCOM-OES1-103 COURSE CREDIT: 04 (3 + 1)

OBJECTIVES:

The main objective of this course is to introduce mathematics and statistics to undergraduate students of commerce, so that they can use them in the field of commerce and industry to solve the real life problems.

SEMESTER I

Sr.No.	Modules	Number of lectures
1	<p>Module -1:</p> <p>1. Shares Concept of share, face value, market value, dividend, equity shares, preferential shares, bonus shares , Total Gain , Rate of return Simple examples.</p> <p>2. Mutual Funds Simple problems on calculation of Net income after considering entry load, exit load, change in Net Asset Value (N.A.V.) , Total Gain , Rate of return and Annualized rate of return , Average acquisition cost under the Systematic Investment Plan (S.I.P.)</p> <p>3. Annuity Annuity Immediate and its Present value, Future value. Equated Monthly Instalments (EMI) using reducing balance method & amortization of loans. Deferred Annuity.</p>	15
2	<p>Module -2: Basic Concepts , Measures of central tendency and Measures of Dispersion</p> <p>1. Basic Concepts Meaning , Uses & Limitations of Statistics. Collection of data, Sampling Techniques , Steps in Sample Survey</p> <p>2. Measures of Central Tendency and Dispersion Definition of Average, Types of Averages: Arithmetic Mean, Combined and Weighted mean Median, and Mode for grouped as well as ungrouped data. Quartiles, Deciles and Percentiles. Locating median and Quartiles graphically, locating mode using Histogram.</p>	15

	3. Measures of Dispersion Concept of dispersion. absolute & relative measures of dispersion Standard Deviation, Variance, Coefficient of Variance, Combined Variance.	
3	Module -3: Elementary Probability Theory 1. Probability Theory Concept of random experiment, Sample Space , Events their types- Mutually Exclusive , Equally Likely and Exhaustive Events, Complimentary events. Algebra of Events, Classical definition of Probability, Addition theorem (without proof), Multiplication theorem (without proof) ,conditional probability. Independence of Events, Simple examples. 2. Discrete Random Variable Probability distribution of a discrete random variable; Expectation and Variance of discrete random variable, simple examples on probability distributions , calculation of Expectation and Variance. 3. Standard Probability Distributions. Discrete Probability Distributions Binomial, Poisson (Properties and applications only, no derivations are expected) Continuous Probability distribution Normal Distribution. (Properties and applications only, no derivations are expected)	15
	Total Lectures	45

Reference Books:

1. Business Mathematics by D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2015.
2. Quantitative Methods-Part-I by S. Saha and S. Mukerji, New Central Book Agency, 2014.
3. Investments by J.C. Francis & R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill, 2006.
4. Indian Mutual Funds Handbook by Sundar Shankaran, Vision Books, 2018.
5. Operations Research by Kanti Swarup, P.K. Gupta and Man Mohan, Sultan Chand & Sons, 2019.
6. Operations Research by Richard Bronson and Govindasami Naadimuthu, Schaum's Outlines, Tata Mc-Graw Hill, 2017.

7. Fundamentals of Statistics by D. N. Elhance, Kitab Mahal, 2018.

Note on changes in syllabus

Particulars of Current Syllabus	Changes in the proposed syllabus
Module 1 Shares ,Mutual Funds and Annuity	Annuity from Semester II has been included
Module 2 LPP , Matrices	Deleted
Module 3 Summarization measures	Classification and Tabulation of data, preparation of frequency distribution Range, Quartile Deviation, Mean Deviation , Skewness, Kurtosis Deleted
Module 4 Elementary Probability Theory	No Change
Module 5 Decision Theory	Deleted

Course: Mathematical & Statistical Techniques II

COURSE CODE: BCOM-OES2-103

COURSE CREDIT: : 04 (3 + 1)

SEMESTER II

Sr.No.	Modules	Number of lectures
1	Module-1: 1. Functions and Their Applications Constant function, linear function and non-linear functions. Economic functions: Demand, Supply, Total Revenue, Average Revenue, Total cost, Average cost and Profit function. Equilibrium Point, Break-even point 2. Derivatives Derivative as rate of measure, Derivative of linear and non-	15

	<p>linear functions. Rules of derivatives: Scalar multiplication, sum, difference, product, quotient (Statements only), Simple problems. Second order derivatives.</p> <p>3. Application of Derivatives Marginal Cost, Marginal Revenue, Elasticity of Demand. Maxima and Minima for functions in Economics and Commerce. (Questions should be application oriented only.)</p>	
2	<p>Module-2: Correlation and Linear Regression</p> <p>1. Correlation Analysis Meaning, Types of Correlation, Determination of Correlation , Scatter diagram, Karl Pearson’s Correlation Coefficient (excluding Bivariate Frequency Distribution) and Spearman’s Rank Correlation Coefficient (with distinct ranks and repeated ranks)</p> <p>2. Linear Regression Analysis Meaning, Concept of Linear Regression , Regression equations, Regression Coefficients (excluding Bivariate Frequency Distribution Table), Relationship between Coefficient of Correlation and Regression Coefficients , Finding the equations of Regression lines by method of Least Squares.</p>	15
3	<p>Module-3: Time Series and Index Numbers</p> <p>1. Time series: Concepts and components of a time series, Estimation of Trend using Moving Average Method and Least Squares Method (Linear Trend only). Estimation of Seasonal Component using Simple Arithmetic Mean for Additive Model only (For Trend free data only). Concept of Forecasting using Least Squares Method.</p> <p>2. Index Numbers Concept and usage of Index numbers, Types of Index numbers, Aggregate and Relative Index Numbers (by simple and weighted average method) Lasperye’s, Paasche’s, Dorbish-Bowley’s, Marshall-Edgeworth and Fisher’s ideal index numbers, Test of Adequacy: Time Reversal Test and Factor Reversal Test. Shifting of Base year, Cost of Living Index Numbers, Concept of Real Income</p>	15
	Total Lectures	45

Reference Books:

1. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, 1996.
2. Applied Calculus by Stepfan Waner and Steven Constenoble, Cengage Learning, 2017.

3. Business Mathematics by D.C. Sancheti and V.K. Kapoor, Sultan Chand & Sons, 2014.
4. Investments by J.C. Francis and R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill, 2006.
5. Statistics by Murray R. Spiegel and Larry J. Stephens, Schaum's Outlines, Tata Mc-Graw Hill, 2017.
6. Statistics for Management by Richard I. Levin, David S. Rubin, Masood H. Siddiqui and Sanjay Rastogi, Pearson Education, 2017.
7. Statistics - Theory, Method & Application by D.C. Sancheti and V.K. Kapoor, Sultan Chand & Sons, 2010.

Note on changes in syllabus

Current Syllabus	Changes in the proposed syllabus
Module 1 Functions and Their Applications, Derivatives, Application of Derivatives	No Change
Module 2 Interest, Annuity, Perpetuity	Annuity shifted to Module 1 in Semester 1 Rest of the topics deleted
Module 3 Bivariate Linear Correlation and Regression	No Change
Module 4 Time Series and Index Numbers	Time Series: Representation of trend by Freehand Curve Method to be deleted Index Numbers Chain Base Index Nos. Splicing Index numbers series, Concept of Wholesale Price Index Number. to be deleted
Module 5 Standard Probability Distributions.	Shifted to Module 3 in Semester 1

B. Com
Mathematical & Statistical Techniques (Semester I & II)

PROPOSED SCHEME OF EXAMINATION :

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 40 marks
 - Semester end examination 60% i.e. 60 marks
- (A) Internal Assessment 40 marks

Description	Marks
Internal test – Multiple Choice Questions	20
Tutorial /Assignment / Open Book Test / Value Added Course/ Project / Presentation / Outreach / Internship / Case Study / Research etc.	20
Total	40

- B) Semester end examination 60 marks – Proposed Paper Pattern
All questions compulsory.
Answer any two

Duration: 2 hours	Total Marks: 60
Q1. will be from Module 1,2,3 (7 or 8 Marks x 2)	15
Q2. will be from Module 1 (7 or 8 Marks x 2)	15
Q3 will be from Module 2 (7 or 8 Marks x 2)	15
Q4 will be from Module 3 (7 or 8 Marks x 2)	15
Total	60

Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination.

Note :

Under unforeseen circumstances or challenging situation , all examinations will be conducted through online mode or as directed by State Govt. and UGC.

SIES College of Commerce and Economics

Course: B. Com & B. Com (A&F, B&I, FM) and BMS

Subject: Business Communication in English - I

Course Objectives:

1. To develop awareness of the complexity of the communication process.
2. To develop effective listening skills in students so as to enable them to comprehend instructions and become critical listeners.
3. To develop effective oral skills so as to enable students to speak confidently interpersonally as well as in large groups.
4. To develop effective reading and writing skills so as enable students to read and write in a clear, concise, persuasive and audience centred manner.
5. To develop ability to communicate effectively with the help of electronic media.

Course Outcomes:

1. The learner will be able to identify and use appropriate channels, modes, and media of communication.
2. The learner will be able to interpret and summarize texts and content.
3. The learner will be able to execute effective oral and written communication, individually and in groups.
4. The learner will be able to integrate reading, writing, speaking and listening skills to meet professional, personal and evolving global requirements.
5. The learner will be able to plan, formulate, create and design resources for communication.

SEMESTER I

Serial No	Course code	Credits	Course Name
1			ABILITY ENHANCEMENT COMPULSORY COURSE (AECC)
1.1	BCOM-AECS1-106	02	Business Communication in English – I

PROPOSED SYLLABUS FOR SIESCE B. Com & B. Com (A&F, B&I, FM) and BMS

Business Communication in English-I Syllabus

Sr. No.	Module	Number of lectures
<u>1</u>	<p><u>UNIT 1:</u></p> <ul style="list-style-type: none"> • Concept of Communication: Meaning, Definition, Process, Need, Feedback Emergence of Communication as a key concept in the Corporate and Global World Impact of technological advancements on Communication • Channels and Objectives of Communication: Channels- • Formal and Informal- Vertical, Horizontal, Diagonal, Grapevine Objectives of Communication: Information, Advice, Order and Instruction, Persuasion, Motivation, Education, Warning, and Boosting the Morale of Employees (A brief introduction to these objectives to be given) 	10
<u>2</u>	<p><u>UNIT 2:</u></p> <ul style="list-style-type: none"> • Methods and Modes of Communication: Methods: Verbal and Nonverbal, Characteristics of Verbal Communication Characteristics of Non-verbal Communication, Business Etiquette Modes: Use of Digital & E- communication Video and Satellite Conferencing. 	10
<u>3</u>	<p><u>UNIT 3:</u></p> <ul style="list-style-type: none"> • Obstacles to Communication in Business World Problems in Communication /Barriers to Communication: Physical/ Semantic/Language / Socio-Cultural / Psychological / Barriers, Ways to Overcome these Barriers 	10
	TOTAL	30

Course: B. Com & B. Com (A&F, B&I, FM) and BMS
Subject: Business Communication in English - II

SEMESTER II

Serial No	Course code	Credits	Course Name
1			ABILITY ENHANCEMENT COMPULSORY COURSE (AECC)
1.1	BCOM-AECS2-106	02	Business Communication in English – II

PROPOSED SYLLABUS FOR SIESCE B. Com & B. Com (A&F, B&I, FM) and BMS

Business Communication in English-II Syllabus

Sr. No.	Module	Number of lectures
1	<u>UNIT 1:</u> <ul style="list-style-type: none"> Interviews: Group Discussion Preparing for an Interview, Types of Interviews – Selection, Appraisal, Grievance, Exit, Online. 	10
2	<u>UNIT 2:</u> <ul style="list-style-type: none"> Meetings: Need and Importance of Meetings, Conduct of Meeting and Group Dynamics Role of the Chairperson and the Participants, Drafting of Notice, Agenda and Resolutions. Conference: Importance and Types, Organizing a Conference . Modern Methods: Skype and Webinar . 	10
3	<u>UNIT 3:</u> <ul style="list-style-type: none"> Public Relations: Meaning, Functions of PR Department, External and Internal Measures of PR, Press Release & Crisis Management. 	10
	TOTAL	30

**APPROVED SCHEME OF EXAMINATION FOR: Business Communication
in English – I**

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e., 20 marks
- Semester end examination 60% i.e., 30 marks

Semester I

(A) Internal Assessment (40 marks)

Description	Marks
MCQ Test	10
Class Assignments/ Presentations/ MOOCs/ Tutorials	10
Total	20

(B) Semester I end examination (60 marks)

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 60	
Q1. Write in brief (any 5 out of 7) (All Modules)	10
Q.2 Answer any two out of four (Module 1&2)	12
Q.3 Answer any one out of two (Module 2&3)	08
Total	30

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semester end examination

PROPOSED SCHEME OF EXAMINATION FOR: Business Communication in English – II

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e., 20 marks
- Semester end examination 60% i.e., 30 marks

Semester II

(C) Internal Assessment (20 marks)

Description	Marks
MCQ Test	10
Class Assignments/ Presentations/ MOOCs/ Tutorials	10
Total	20

(D) Semester II end examination (30 marks)

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 30	
Q1. Write in brief (any 5 out of 7) (All Modules)	10
Q.2 Answer any two out of four (Module 1&2)	12
Q.3 Answer any one out of two (Module 2&3)	08
Total	30

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semester end examination

SIES College of Commerce and Economics
Course: B. Com & B. Com (A&F, B&I, FM) and BMS
Subject: Business Communication Skills - I

Course Objectives:

1. To develop confidence and professional behavioural codes.
2. To develop group communication skills and team work.
3. To develop oral expression abilities for professional requirements.
4. To develop effective technical and professional writing skills.
5. To develop the ability to communicate effectively with the help of electronic media.

Course Outcomes:

1. The learner will be able to interpret and summarize texts and content.
2. The learner will be able to execute effective oral and written communication, individually and in groups.
3. The learner will be able to integrate reading, writing, speaking and listening skills to meet professional, personal and evolving global requirements.
4. The learner will be able to plan, formulate, create and design resources for communication.

SEMESTER I

Serial No	Course code	Credits	Course Name
1			SKILL ENHANCEMENT COURSE (SEC)
1.1	BCOM-SECS1-105	02	Business Communication Skills – I

PROPOSED SYLLABUS FOR BUSINESS COMMUNICATION SKILLS - I

Sr. No.	Module	Number of lectures
1	<p><u>UNIT 1:</u></p> <p>Reading Skills</p> <ul style="list-style-type: none"> ● Analysis of texts, Case studies, Reading Skills 	10
2	<p><u>UNIT 2:</u></p> <p>Writing Skills</p> <ul style="list-style-type: none"> ● Paragraph Writing ● Business Correspondence: Business Letter Writing: Parts, Structure, Layouts—Full Block, Modified Block, Semi – Block ● Principles of Effective Letter Writing, Principles of effective E-mail Writing. ● Personnel Correspondence: Statement of Purpose, Letter requesting Recommendation / Testimonial, Job Application Letter and Resume. 	15
3	<p><u>UNIT 3:</u></p> <p>Listening Skills</p> <ul style="list-style-type: none"> ● Importance of Listening skills , Cultivating good Listening Skills 	5
TOTAL		30

SEMESTER II

Serial No	Course code	Credits	Course Name
1			SKILL ENHANCEMENT COURSE
1.1	BCOM-SECS2-105	02	Business Communication Skills – II

PROPOSED SYLLABUS FOR BUSINESS COMMUNICATION SKILLS - II

Sr. No.	Module	Number of lectures
1	<u>UNIT 1:</u> Presentation Skills <ul style="list-style-type: none">• Presentations, Dialogues & Speeches, GD and Presenting a News Item	10
2	<u>UNIT 2:</u> Business Correspondence <ul style="list-style-type: none">• Trade Letters: Letters of Inquiry, Letters of Complaints, Claims, Adjustments, consumer Grievance Letters• Social and PR Letters.•	10
3	<u>UNIT 3:</u> Language & Writing Skills <ul style="list-style-type: none">• Reports: Parts, Types, Feasibility Reports, Investigative Reports, Progress and Completion Reports• Summarisation: Identification of main and supporting/sub points Presenting these in a cohesive manner.	10
	TOTAL	30

PROPOSED SCHEME OF EXAMINATION FOR: Business Communication Skills – I

Semester I

(A) Internal Assessment (20 marks)

Description	Marks
MCQ Test	10
Class Assignments/ Presentations/ MOOCs/ Tutorials	10
Total	20

(B) Semester I end examination (30 marks)

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 30	
Q1. Answer any 3 out of 5 (All modules)	06
Q.2 Letter writing (2 out of 4) - Letters	14
Q.3 Comprehension Passage or Paragraph writing	10
Total	30

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semester end examination

PROPOSED SCHEME OF EXAMINATION FOR: Business Communication Skills – II

Semester II

(C) Internal Assessment (20 marks)

Description	Marks
MCQ Test	10
Class Assignments/ Presentations/ MOOCs/ Tutorials	10
Total	20

(D) Semester II end examination (30 marks)

PROPOSED PAPER PATTERN

Duration: 2 hours	
Total Marks: 30	
Q1. Answer any 3 out of 5 (All modules)	06
Q.2 Any 2 out of 4 (Letter and Notice & Agenda)	14
Q.3 Report writing / Summary writing	10
Total	30

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semester end examination



**SIES COLLEGE OF COMMERCE AND ECONOMICS, SION (E)
AUTONOMOUS**

Date of BOS meeting:

Name of BOS Chairperson: Dr. Nina Roy Choudhury

Sr. No.	Heading	Particulars
1	Title of the programme	B. Com
2	Eligibility for admission	HSc or Equivalent
3	Minimum percentage	35%
4	Semesters	02
5	Level	UG
6	To be implemented from	From the Academic year 2023-24 in a progressive manner

**SIES COLLEGE OF COMMERCE AND ECONOMICS, SION (E)
AUTONOMOUS**

(WITH EFFECT FROM THE ACADEMIC YEAR 2023-2024)

**BOARD OF STUDIES
ECONOMICS AND FOUNDATION COURSE**

PROPOSED SYLLABUS

SEMESTER II

Serial No	Course code	Credits	Course Name
1	BCOM-MINS2-108	02	Business Economics - I

<u>Course Objectives: Business Economics - I</u>	
1	The course is intended to analyze consumer and producer behaviour.
2	To enable the learners to appraise business decisions based on concepts of micro economics

Course: Business Economics - 1

COURSE CODE:

COURSE CREDIT: 02

Module No.	Modules	Number of lectures
1	Introduction <ul style="list-style-type: none">• Scope and Importance of Business Economics* Theory of demand – Meaning of demand, demand function , demand schedule and demand curve, elasticity of demand – meaning types and importance, Indifference curve – properties and consumers' equilibrium,	10
2	Production Function and Cost of production <ul style="list-style-type: none">• Production function –meaning, isoquants, and its properties, Law of Variable Proportions. and Laws of Returns to Scale - - Economies and diseconomies of Scale• Cost Concepts – meaning and types of cost - explicit and implicit, fixed and variable, economic and accounting, opportunity cost, incremental cost, total average and marginal costs. Nature of cost curves in the short and long	10

	run. Revenue concepts and Break-Even Analysis (with business application)	
3	Market Structure: Perfect Competition and Monopoly <ul style="list-style-type: none"> • Features - Short run and long run equilibrium - Sources of monopoly power – price discrimination under monopoly Monopolistic competition and Oligopoly <ul style="list-style-type: none"> • Features, short-run and long-run equilibrium under monopolistic competitive market , waste of monopolistic completion (only points) • Models of Oligopoly – collusive and non-collusive 	10
	Total Lectures	30

References:

- 1) Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- 2) Hirchey .M., Managerial Economics, Thomson South western (2003)
- 3) Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- 4) Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
- 5) Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
- 6) Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
- 7) Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi, 2004)
- 8) H.L Ahuja, Principles of Microeconomics (S.Chand Publishing, 2019)

Business Economics - I
PROPOSED SCHEME OF EXAMINATION

The scheme of examination shall be divided into two parts:

- Internal assessment 20 marks
- Semester end examination 30 marks

PROPOSED SCHEME OF EXAMINATION FOR B. Com

A) Internal Assessment 20 marks

Description	Marks
One internal test of 10 marks- Objective Test	10
Assignment / Project and Viva voce/Case studies/ Outreach programs /Certificate courses.	10
Total	20

B) Semester end examination 30 marks

Duration: 1 hour	
Total Marks: 30	
Based on unit 1 Q.1 (a) Full length question Or (b) Full length question	10
Based on Unit 2 Q 2 (a) Full length question Or (b) Full length question	10
Based on unit 3 Q.3 (a) Full length question Or (b) Full length question	10

Note : The full length question can be divided into two problem based questions if required.

Passing criteria: Minimum 40% marks (08 out of 20) in internal and 40% marks (12 out of 30) in semester end examination.

SIES COLLEGE OF COMMERCE & ECONOMICS AUTONOMOUS

DEPARTMENT OF ENVIRONMENTAL STUDIES

B.COM

Date of BOS meeting: 16/4/2024

Name of BOS Chairperson: Assistant Prof. Mrs. PRITI DIVYESH THAKKAR

Sr. No.	Heading	Particulars
1	Title of the course	B. Com
2	Eligibility for admission	HSC or Equivalent
3	Minimum percentage	45%
4	Semesters	I and II
5	Level	UG
6	Pattern	03 years & 06 semesters CBGS
7	To be implemented from	From Academic year 2024-25 in a progressive manner



**SIES COLLEGE OF COMMERCE & ECONOMICS
(AUTONOMOUS)**

(Affiliated to University of Mumbai)

RE-ACCREDITED GRADE “A” BY NAAC

**BOARD OF STUDIES
DEPARTMENT OF ENVIRONMENTAL STUDIES
B.COM**

**(APPROVED NEP SYLLABUS WITH EFFECT FROM THE ACADEMIC
YEAR 2024-25)**

**B.COM
(APPROVED SYLLABUS)**

COURSE OBJECTIVES

- To make the students learn about the various issues and challenges of Environment.
- To make the students understand the basic principles of the Ecology
- To make students more environmentally responsible citizens

Serial No	Course code	Credits	Course Name
1			VALUE EDUCATION COURSES
1.1	BCOM-VECS1-107	02	ENVIRONMENTAL STUDIES

COURSE OUTCOMES

Course Name: ENVIRONMENTAL STUDIES
SEM: I

BCOM-VECS1-107

No	COURSE OUTCOMES- SEM I	PO Mapping
CO 1 (Remember)	Learners will be able to recognise the interdisciplinary nature of environmental studies and acquire the basic knowledge of the environment principles. Learners will be able to identify various geographical mapping techniques to solve map reading and map marking exercises.	PO 1 PO4 PO 5
CO 2 (Understanding)	Learners will be able to interpret and summarize various environmental concepts and its global impact on environment and human health.	PO4 PO5
CO 3 (Applying)	Learners will be able to demonstrate principles of Sustainability	PO1 PO 2 PO 4 PO 5

CO 4 (Analysing)	Learners will be able to analyse the problems associated with various resources utilization and their conservation	PO3 PO5
CO 5 (Evaluating)	Learners will be able to evaluate. the resource conservation-meaning and methods-conventional and non-conventional resources	PO5 PO 4
CO 6 (Creating)	Learners will be able to plan, formulate, create and design resources for sustainability to combat global challenges in trade and commerce Learners will be able to develop an attitude of concern for the environment with use of sustainable resources, and attain harmony with Nature.	PO1 PO4 PO5

Course: **ENVIRONMENTAL STUDIES**

COURSE CODE:

COURSE CREDIT: 02

MARKS: 50

SEMESTER I

UNIT – I: Environment and Ecosystem		No of lectures per topic	TOTAL NO OF LECTURES
1.1.	Environment: Meaning, definition, scope and its components- Lithosphere, Atmosphere, Hydrosphere and Bio- Sphere	4	14
1.2	Concept of an ecosystem: definition, Characteristics, components and types of eco system	2	
1.3	Environmental Degradation -Meaning, causes and effects of degradation	4	
1.4	Concept of bio- diversity, types, threats to bio–diversity.	2	
1.5	Bio- diversity conservation.	2	
UNIT – II: Natural Resources and Sustainable Development			14
2.1	Meaning and definitions; Classification and types of resources	4	
2.2	Factors influencing resource utilization	2	
2.3	Problems associated and management of forest resources and Problems associated and management of energy resources.	4	
2.4	Resource conservation- meaning and methods-conventional and non-conventional resources	3	
2.5	Sustainable development. and Sustainable development goals (SDGs)	1	
UNIT – IV: Map-Filling (WORLD)		2	02
TOTAL NUMBER OF LECTURES			30

COURSE OUTCOMES

Course Name: ENVIRONMENTAL STUDIES

BCOM-VECS2-107

SEM: II

Sr.No	COURSE OUTCOMES – SEM II	PO Mapping
CO 1 (Remember)	Learners will be able to recognise the interdisciplinary nature of environmental studies and acquire the basic knowledge of the environment principles. Learners will be able to identify various geographical mapping techniques to solve map reading and map marking exercises.	PO 1 PO4 PO 5
CO 2 (Understanding)	Learners will be able to interpret and summarize various impacts of consumerism with respect to waste generation and its impact. Learners will be able to understand the impact of agriculture and industrial development	PO4 PO5
CO 3 (Applying)	Learners will be able to demonstrate principles of Sustainability and will be able to apply it in trade and commerce with IT and Geospatial Technologies.	PO1 PO 2 PO 4 PO 5
CO 4 (Analysing)	Learners will be able to analyse the role of environmental and Governmental policies and its impact	PO3 PO5
CO 5 (Evaluating)	Learners will be able to evaluate the environmental policies and its application in management of the environment and evaluate their role as citizens and corporate social responsibility.	PO5 PO 4
CO 6 (Creating)	Learners will be able to plan, formulate, create and design resources for sustainability to combat global challenges in trade and commerce Learners will be able to develop an attitude of concern for the environment with use of sustainable resources, and attain harmony with Nature.	PO1 PO4 PO5

SEMESTER II

UNIT – I: Environmental Problems with Agriculture and Industrial development		TOTAL NO OF LECTURES
1.1.	Environmental Problems Associated with Agriculture: Loss of Productivity, Land Degradation, desertification. Sustainable Agricultural practices.	14

1.2	Environmental Problems Associated with Industries- causes, and effects of Air, and Noise Pollution.	
1.3	Environmental Problems Associated with Industries- causes, and effects of Water and Land Pollution.	
1.4	Sustainable Industrial practices – Green Business and Green Consumerism.	
1.5	Corporate Social Responsibility towards environment and Sustainable development goals	
UNIT – II: Solid waste and Environmental Management		14
2.1	Classification of solid wastes – Types and Sources of Solid Waste; Municipal solid waste, Industrial waste, Bio- medical waste, E waste and impact on health	
2.2	Solid Waste Management – solid waste management in Mumbai and Schemes and initiatives run by MCGM and Role of citizens in waste management in urban and rural areas	
2.3	Environmental Management, Concept of Carbon Bank and Carbon Credit, and ecological footprint	
2.4	Concept and components of Geospatial Technology- GIS, GPS and Remote sensing	
2.5	Applications of Geospatial Technology in Environmental Management	
UNIT – IV: Map-Filling (India)		02
TOTAL NUMBER OF LECTURES		30

DEPARTMENT OF ENVIRONMENTAL STUDIES
B.COM – SEM I & II
APPROVED SCHEME OF EXAMINATION

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 20 marks
- Semester end examination 60% i.e. 30 marks

Approved Scheme of Examination For B.Com

A) Internal Assessment 20 marks

FOR B.COM – SUBJECT : ENVIRONMENTAL STUDIES

Description	Marks
Objective based Internal test	10
Assignment – Identification of environmentally significant features of World (Semester I)and India (Semester II) and case studies	10
Total	20

B) Semester end examination 30 marks

APPROVED PAPER PATTERN

Duration : 1 hours	
Total Marks: 30	
Q.1 Answer the following- Module 1	15
OR	
Q.1 Answer any two short notes from the following(any 2/3) Module 1	15
Q.2 Answer the following- Module 2	15
OR	
Q.2 Answer any two short notes from the following(any 2/3) Module 2	15
Note: The 15 marks full length question may be sub divided into 2 short notes (any2/3/4) can be asked for the total of 15marks ALTERNATIVELY Q1. Answer any 2 out of 3/4 questions Module 1- 15marks Q2. Answer any 2 out of 3/4 questions Module 2- 15marks	

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semester end examination

REFERENCE BOOKS:

1. Singh,Savindra,: EnvironmentalGeography,Prayag Pustak Bhavan, Allahabad,India
2. Gautam Alka,: EnvironmentalGeography,Sharda Pustak Bhavan, Allahabad, India
3. OdumE.P.:FundamentalsofEcology, W.B.Saunders,Philadelphia
4. Bharucha E.,A Text Book of Environmental Studies, Universities Press, Hyderabad

5. Chiras, D. D and Reganold, J. P. (2010). Natural Resource Conservation: Management for a Sustainable Future. 10th edition, Upper Saddle River, N. J. Benjamin/Cummins/Pearson.
6. John W. Twidell and Anthony D. (2015). Renewable Energy Sources, 3rd Edition, Weir Publisher (ELBS)
7. William P. Cunningham and Mary A. (2015) Cunningham Environmental Science: A Global Concern, Publisher (Mc-Graw Hill, USA)
8. Gilbert M. Masters and W. P. (2008). An Introduction to Environmental Engineering and Science, Ela Publisher (Pearson)
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10. Harper, Charles L. (2017) Environment and Society, Human Perspectives on Environmental Issues 6th Edition. Routledge.
11. Harris, Frances (2012) Global Environmental Issues, 2nd Edition. Wiley- Blackwell.
12. Bawa, K.S., Oomen, M.A. and Primack, R. (2011) Conservation Biology: A Primer for South Asia. Universities Press.
13. Sinha, N. (2020) Wild and Wilful. Harper Collins, India.
14. Varghese, Anita, Oommen, Meera Anna, Paul, Mridula Mary, Nath, Snehlata (Editors) (2022)
15. Conservation through Sustainable Use: Lessons from India. Routledge.
16. Bhagwat, Shonil (Editor) (2018) Conservation and Development in India: Reimagining
17. Wilderness, Earthscan Conservation and Development, Routledge.
18. Central Pollution Control Board Web page for various pollution standards. <https://cpcb.nic.in/standards/>
19. Ahluwalia, V. K. (2015). Environmental Pollution, and Health. The Energy and Resources Institute (TERI).

SIES COLLEGE OF COMMERCE & ECONOMICS AUTONOMOUS

ENVIRONMENTAL SUSTAINABILITY AND TOURISM

DEPARTMENT OF ENVIRONMENTAL STUDIES

B.COM

Date of BOS meeting: 16/4/2024

Name of BOS Chairperson: Assistant Prof. Mrs. PRITI DIVYESH THAKKAR

Sr. No.	Heading	Particulars
1	Title of the course	B. Com
2	Eligibility for admission	HSC or Equivalent
3	Minimum percentage	45%
4	Semesters	I and II
5	Level	UG
6	Pattern	03 years & 06 semesters CBGS
7	To be implemented from	From Academic year 2024-25 in a progressive manner



**SIES COLLEGE OF COMMERCE & ECONOMICS
(AUTONOMOUS)**

(Affiliated to University of Mumbai)

RE-ACCREDITED GRADE “A” BY NAAC

ENVIRONMENTAL SUSTAINABILITY AND TOURISM

**(APPROVED NEP SYLLABUS WITH EFFECT FROM THE
ACADEMIC YEAR 2024-25)**

BOARD OF STUDIES

DEPARTMENT OF ENVIRONMENTAL STUDIES

B.COM

B.COM (APPROVED SYLLABUS)

ENVIRONMENTAL SUSTAINABILITY AND TOURISM

COURSE OBJECTIVES

- To make the students learn about the various issues and challenges of tourism industry
- To make the students understand the basic principles of the Sustainable tourism
- To make students more environmentally responsible citizens

Serial No	Course code	Credits	Course Name
1			VOCATIONAL SKILL COURSES
1.1	BCOM-VSCS1-104	02	ENVIRONMENTAL SUSTAINABILITY AND TOURISM

COURSE OUTCOMES

Course Name: ENVIRONMENTAL SUSTAINABILITY AND TOURISM
SEM: I BCOM-VSCS1-104

No	COURSE OUTCOMES- SEM I	PO Mapping
CO 1 (Remember)	The learners will be able to recognize the significance, recent trends, types and factors of tourism.	PO 1 PO4
CO 2 (Understanding)	The learners will be able to understand the role of infrastructure and travel agency and organization in tourism development	PO4
CO 3 (Applying)	The learners will be able to apply the importance of planning and marketing of tourism and ethics in tourism	PO1 PO 2 PO 4
CO 4 (Analyzing)	The learners will be able to analyze the tourism products, types and risks involved in tourism	PO3 PO5
CO 5 (Evaluating)	The learners will be able to study and evaluate the concept of sustainable tourism	PO5 PO 4
CO 6 (Creating)	The learners will be able to identify and mark the precise locations of tourist centers on the map of the World	PO1 PO4 PO5

SEMESTER I

UNIT – I: Introduction to Geography of Tourism, and Tourism Products		No. of lectures	TOTAL NO OF LECTURES
1.1.	Tourism Geography: definition, nature and scope	2	14
1.2	Tourism: Concept, Significance and importance of geography intourism and environmental sustainability in tourism	2	
1.3	Motivators of Tourism and components of tourism	3	
1.4	Tourism products	2	
1.5	Factors influencing tourism development -Physical, Economical,and Socio-Political	3	
1.6	World income from Tourism industry and Ethics in Tourism	2	
UNIT – II: Tourism products, Planning and Marketing of Tourism			14
2.1	Types of tourism	2	
2.2	Tourism planning Processes and Approaches in Tourism planning	3	
2.3	Organizing- Concept, Need and Importance and allocation ofresources	3	
2.4	Risks involved in tourism	3	
2.5	Tourism marketing, Market Development Assistance	3	
UNIT – III: Map-Filling (WORLD)			02
TOTAL NUMBER OF LECTURES			30

SEMESTER II

COURSE OUTCOMES

Course Name: ENVIRONMENTAL SUSTAINABILITY AND TOURISM

SEM: II BCOM-VSCS2-104

Sr.No	COURSE OUTCOMES – SEM II	PO Mapping
CO 1 (Remember)	The learners will be able to recognize the History , growth and present situation of Tourism Industry of India, World income and ethics in Tourism industry	PO 1 PO4
CO 2 (Understanding)	The learners will be able to understand the role of infrastructure and travel agency and organization in tourism development	PO4
CO 3 (Applying)	The learners will be able to apply the importance of tour agencies, operators and organizations and customer relations	PO1 PO 2 PO 4
CO 4 (Analyzing)	The learners will be able to analyze the policies of tourism and places of tourist interest in India	PO3 PO5
CO 5 (Evaluating)	The learners will be able to study and evaluate the impacts of tourism and concept of sustainable tourism	PO5 PO 4
CO 6 (Creating)	The learners will be able to identify and mark the precise locations of tourist centers on the map of India	PO1 PO4 PO5

SEMESTER II

UNIT – I: Tourism in India		TOTAL NOOF LECTURES
1.1.	History , growth and Present situation of Tourism Industry	14
1.2	Places of physiographic attractions in India and Maharashtra: Hillstations, valleys, wild life sanctuaries, islands, beaches etc	
1.3	Places of religious and cultural importance in India	
1.4	Infrastructure for tourism- Road, Rail, Water and Air Transport	
1.5	Recent tourism policy of India	
UNIT – II: Tourism Infrastructure and Travel Agency& Organisation		14
2.1	Travel agency - history, types, features and importance	
2.2	Tour operator- history, types, features and importance	
2.3	Itenary and Customer Relationship Manager	
2.4	Impacts of tourism on economy, society, culture and environment	
2.5	Sustainable tourism: concept and practices Sustainable development Goals for Tourism	
UNIT – III: Map-Filling (INDIA)		02
TOTAL NUMBER OF LECTURES		30

ENVIRONMENTAL SUSTAINABILITY AND TOURISM
B.COM – SEM I & II
APPROVED SCHEME OF EXAMINATION

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 20 marks
- Semester end examination 60% i.e. 30 marks

Approved Scheme of Examination For B.Com

A) Internal Assessment 20 marks

For B.Com – Subject : ENVIRONMENTAL SUSTAINABILITY AND TOURISM

Description	Marks
Objective based Internal test	10
Assignment – Identification of environmentally significant features of World (Semester I)and India (Semester II) and Case studies	10
Total	20

B) Semester end examination 30 marks

APPROVED PAPER PATTERN

Duration : 1 hours	
Total Marks: 30	
Q.1 Answer the following- Module 1	15
OR	
Q.1 Answer any two short notes from the following(any 2/3) Module 1	15
Q.2 Answer the following- Module 2	15
OR	
Q.2 Answer any two short notes from the following(any 2/3) Module 2	15
<p>Note: The 15 marks full length question may be sub divided into 2 short notes (any2/3/4) can be asked for the total of 15marks ALTERNATIVELY</p> <p>Q1. Answer any 2 out of 3/4 questions Module 1- 15marks</p> <p>Q2. Answer any 2 out of 3/4 questions Module 2- 15marks</p>	

Passing criteria: Minimum 40% in Internal (8 out of 20) and 40% (12 out of 30) in semesterend examination

ENVIRONMENTAL SUSTAINABILITY AND TOURISM

SELECTED REFERENCES:

1. Bhatia, A. (2019): "Tourism Development: Principles and Practices", Sterling Publishers, New Delhi
2. Bhatia, A. (2019): "International Tourism Management", Sterling Publishers, New Delhi
3. Roday, S., Biwal, A. and Joshi, V. (2018): "Tourism Operations and Management", Oxford University Press, New Delhi
4. Swain, S. and Mishra, J. (2018): "Tourism Principles and Practices", Oxford University Press, New Delhi
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6. Nelson, V. (2014): "An Introduction to the Geography of Tourism", Rawat Publications, Jaipur
7. Lew, A., Hall, C. and Williams, A. (2004): "A Companion to Tourism", (ed.) Blackwell Publishing
8. Gharpure, V. (2010): "Parytan Bhugol", (Marathi), Pimpalpure Publications, Nagpur



**SIES COLLEGE OF COMMERCE AND ECONOMICS, SION (E)
AUTONOMOUS**

Date of BOS meeting:

Name of BOS Chairperson: Dr. Nina Roy Choudhury

Sr. No.	Heading	Particulars
1	Title of the programme	B. Com
2	Eligibility for admission	HSc or Equivalent
3	Minimum percentage	35%
4	Semesters	01 and 02
5	Level	UG
6	To be implemented from	From the Academic year 2023-24 in a progressive manner

**SIES COLLEGE OF COMMERCE AND ECONOMICS, SION (E)
AUTONOMOUS**

(WITH EFFECT FROM THE ACADEMIC YEAR 2023-2024)

**BOARD OF STUDIES
ECONOMICS AND FOUNDATION COURSE**

SYLLABUS

SEMESTER I

Serial No	Course code	Credits	Course Name
1			Indian Knowledge System (IKS)
1.1	BCOM-IKSS1-108	02	Foundation Course I- IKS

<u>Course Objectives: Foundation Course I- Indian Knowledge System</u>	
1	The course is intended to provide undergraduates with a fundamental guide to the history, science, culture and philosophy of India
2	To give a basic understanding of Indian Knowledge System.

0Course: Foundation Course I- IKS

COURSE CODE:

COURSE CREDIT: 02

Module No.	Modules	Number of lectures
1	Introduction to Indian Knowledge system a) Philosophical foundation of IKS: Introduction to Sankhya, Vaisheshika and Nyaya b) Introduction to Indian management thoughts and practices- work, personality and leadership with reference to Indian Ethos, Indian Epics, Bhagavad Gita and other scriptures	10
2	Glimpse of Bharatvarsha	10

	<ul style="list-style-type: none"> a) Sacred Geography: Mountains & Rivers b) Food & Diet: Distinctive features of regional cuisines. Dietary guidelines of Ayurveda, Naturopathy. 	
3	<p>Arts and Science</p> <ul style="list-style-type: none"> a) Schools of music and dance: important features b) India's contribution to medicine, surgery and mathematics. 	10
	Total Lectures	30

Bibliography:

An Introduction to Indian Knowledge Systems: Concepts and Applications, B Mahadevan, V R Bhat, and Nagendra Pavana R N; 2022 (Prentice Hall of India).

Indian Knowledge Systems: Vol I and II, Kapil Kapoor and A K Singh; 2005 (D.K. Print World Ltd).

The Beautiful Tree: Indigenous India Education in the Eighteenth Century, Dharampal, Biblia Impex, New Delhi, 1983. Reprinted by Keerthi Publishing House Pvt Ltd., Coimbatore, 1995.

'Knowledge traditions and practices of India', Kapil Kapoor, Michel Danino, CBSE, India.

Dr. Subhash Kak, Computation in Ancient India, Mount, Meru Publishing (2016)

Dharampal, Indian Science and Technology in the Eighteenth Century, Academy of Gandhian Studies, Hyderabad, 1971, republic. Other India Bookstore, Goa, 2000

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The Positive Sciences of the Ancient Hindus; BrijendraNath Seal; 4th Edition; 2016

Fine Arts & Technical Sciences in Ancient India with special reference to Someśvara's Mānasollāsa; Dr. Shiv Shekhar Mishra, Krishnadas Academy, Varanasi 1982

Mints and Minting in India; Upendra Thakur; Chowkhanba Publication; 1972

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B. Datta and A. N. Singh, History of Hindu Mathematics, 2 Parts, Lahore 1935, 1938; Reprint, Asia Publishing House, Bombay 1962; Reprint, Bharatiya Kala Prakashan, Delhi 2004.

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S. Balachandra Rao, Indian Mathematics and Astronomy: Some Landmarks, 3rd Ed. Bhavan's Gandhi Centre, Bangalore 2004.

G. G. Emch, M. D. Srinivas and R. Sridharan, Eds., Contributions to the History of Mathematics in India, Hindustan Book Agency, Delhi, 2005.

Foundation Course
PROPOSED SCHEME OF EXAMINATION

The scheme of examination shall be divided into two parts:

- Internal assessment 20 marks
- Semester end examination 30 marks

PROPOSED SCHEME OF EXAMINATION FOR B. Com

A) Internal Assessment 20 marks

Description	Marks
One internal test of 10 marks- Objective Test	10
Assignment / Project and Viva voce/Case studies/ Outreach programs /Certificate courses.	10

Total	20
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B) Semester end examination 30 marks

PROPOSED PAPER PATTERN

Duration: 1 hour	
Total Marks: 30	
Based on unit 1 Q.1 (a) Full length question Or (b) Short notes (any two out of four)	10
Based on Unit 2 Q 2. (a) Full length question Or (b) Short notes (any two out of four)	10
Based on unit 3 Q.3 (a) Full length question Or (b) Short notes (any two out of four)	10

Passing criteria: Minimum 40% marks (08 out of 20) in internal and 40% marks (12 out of 30) in semester end examination.

Semesters	01 and 02
Level	UG
To be implemented from	From the Academic year 2023-24 in a progressive manner

SEMESTER I

Serial No	Course code	Credits	Course Name
1			CC
1.1	BCOM-CCS1-109	02	Health and Wellness-I

<u>Course Objectives: Cocurricular Course in Health and Wellness</u>	
1	To create awareness in undergraduate students on the importance of health, wellness and well-being.
2	To equip students with a basic understanding of stress management.
3	To create awareness among undergraduate students on the importance of hygiene, diet, nutrition and fitness.
4	To introduce the concept of psychological fitness.

Course: Health and Wellness

COURSE CODE: BCOM-CCS1-109

COURSE CREDIT: 02

Module No.	Modules	Number of lectures
1	Introduction to Health and Wellness a) Definition and Importance of Health and Wellness b) Components of Health and Wellness	10
2	Mind-Body Well being	10

	a) Concept and Importance of Well being b) Mind- Body Connection in Health and Wellness	
3	Stress Management and Relaxation Methods a) Definition of stress and types of stress b) Stress management methods- Yoga, Meditation, Music and Hobbies	10
	Total Lectures	30

SEMESTER II

Serial No	Course code	Credits	Course Name
1			CC
1.1	BCOM-CCS2-109	02	Health and Wellness-I

Module No.	Topics	Number of lectures
1	Hygiene and Diseases Introduction- Personal, Community, Medical and Culinary hygiene, WASH (Water, Sanitation and Hygiene) programme	10
2	Psychological Fitness Causes of poor mental health Behavioural issues: Substance abuse, alcoholism and smoking	10
3	Diet, Nutrition and Fitness	10

	The food Pyramid and the components of nutrition- Carbohydrates, vitamins, minerals, protein and fat. Importance of BMI (Body Mass Index)	
	Total Lectures	30

PROPOSED SCHEME OF EXAMINATION

The scheme of examination shall be divided into two parts:

- Internal assessment 20 marks
- Semester end examination 30 marks

PROPOSED SCHEME OF EXAMINATION FOR B. Com

A) Internal Assessment 20 marks

Description	Marks
One internal test of 10 marks- Objective Test	10
Assignment / Project and Viva voce/Case studies/ Outreach programs /Certificate courses.	10
Total	20

B) Semester end examination 30 marks

PROPOSED PAPER PATTERN

Duration: 1 hour	
Total Marks: 30	
Based on unit 1	10
Q.1 (a) Full length question	

<p>Or</p> <p>(b) Short notes (any two out of four)</p>	
<p>Based on Unit 2</p> <p>Q 2. (a) Full length question</p> <p>Or</p> <p>(b) Short notes (any two out of four)</p>	10
<p>Based on unit 3</p> <p>Q.3 (a) Full length question</p> <p>Or</p> <p>(b) Short notes (any two out of four)</p>	10

Passing criteria: Minimum 40% marks (08 out of 20) in internal and 40% marks (12 out of 30) in semester end examination.



SIES COLLEGE OF COMMERCE & ECONOMICS AUTONOMOUS

B.COM

Date of BOS meeting: 18th April 2024

Name of BOS Chairperson: Ms. Bhavini Shah

Sr. No.	Heading	Particulars
1	Title of the Program	B. Com
2	Eligibility for admission	HSC or Equivalent
3	Minimum percentage	35%
4	Semesters	I & II
5	Level	UG
6	Pattern	03 years & 06 semesters CBGS
7	To be implemented from	From Academic year 2024-25



**SIES COLLEGE OF COMMERCE & ECONOMICS
(AUTONOMOUS)
(Affiliated to University of Mumbai)
RE-ACCREDITED GRADE “A” BY NAAC**

**BOARD OF STUDIES
B.Sc (IT)**

(WITH EFFECT FROM THE ACADEMIC YEAR 2024-25)

BACHELOR OF COMMERCE

Course: Introduction to Information Technology

COURSE CODE: BCOM-OES1-110

COURSE CREDIT: 03+01

SEMESTER I

OBJECTIVES

1. To acquaint learners with basic concepts of Information Technology
2. To introduce use of Microsoft Word 2013

SYLLABUS

Sr.No.	Modules	Number of lectures
1	Unit 1: Computer Basics , Computer Organization and Architecture Definition and Characteristics of Computer, History and evolution of Computers, Classification of Computers ,Working of Computers ,Applications of Computers ,Computer Organization, Different Architectures ,Number Systems	10
2	Unit 2: Computer Memory and Storage, Input Output Media Types of Memory , Primary and Secondary Storage devices ,Input Output Devices	10
3	Unit 3: MS WORD 2013 Getting started, The Word window, New documents, Document navigation, Editing text, Working with text, Undo and Redo commands, Cut, copy, and paste, Find and replace Text formatting, Character formatting, Tab settings, Paragraph formatting, Paragraph spacing and indents Tables, Creating tables, Working with table content, Changing the table structure Page layout, Headers and footers, Page setup Graphics, Adding graphics and clip art, Working with graphics Proofing, printing and exporting, Spelling and grammar, AutoCorrect, Printing and exporting documents.	25
	Total	45

References Books:

1. Introduction to Information Technology, ITL Education Solutions Limited
2. Introduction to Information Technology – V. Rajaraman
3. Microsoft Word , Excel , Powerpoint – Just for beginners Dorothy House
4. Microsoft Word 2013 Step-by-Step Guide – Philo and Angstadt
5. MOS 2013 Study Guide for Microsoft Word – John Lambert

Course: Introduction to Information Technology

COURSE CODE: BCOM-OES2-110

COURSE CREDIT: 03

SEMESTER II

OBJECTIVES

1. To acquaint learners with basic concept of Operating System and Information Technology
2. To introduce features of Power Point 2013

SYLLABUS

Sr.No.	Modules	Number of lectures
1	Unit 1: Operating System Definition , Types of OS, Functions of OS , Process, Process Scheduling Features of Windows OS , Windows XP Computer Software and Hardware , types of software , software piracy	10
2	Unit 2: Information Technology Definition , Essential Components, Role of IT in various fields , Careers in IT industry , Multimedia essentials , Multimedia applications Computer Programming and Languages, Program development Cycle , Algorithm , Flowcharts , Generations of Programming Languages ,Language translators ,Linker , Loader	10
3	Unit 3: E – Introduction to Power point 2013 Introduction, Creating a New Presentation, Slide layout , Adding , removing and organizing slides , Adding Title and Subtitle and Text to a slide , Inserting a Graphic , Video and Audio to a slide, Setting and running a slide show Animations and Transition in Power Point	25
	Total	45

References Books:

1. Introduction to Information Technology, ITL Education Solutions Limited
2. Introduction to Information Technology – V. Rajaraman
3. MOS 2013 Study Guide for Microsoft Excel – John Lambert
4. Microsoft Word , Excel , Powerpoint – Just for beginners Dorothy House

**SIES COLLEGE OF COMMERCE &
ECONOMICS AUTONOMOUS
SCHEME OF EXAMINATION**

The scheme of examination shall be divided into two parts:

- Internal assessment 40% i.e. 40 marks
- Semester end examination 60% i.e. 60 marks

SCHEME OF EXAMINATION

A) Internal Assessment 40 marks

Description	Marks
online test (multiple choice questions) / Project / Assignment	20
Practical Examination / Viva Voce / Project / Presentation	20
Total	40

B) Semester end examination 60 marks – Proposed Paper Pattern
All questions compulsory.

Duration: 2 hours	Total Marks: 60
Q1. Question 1 will be from Unit 1	15 (7 marks & 8 marks)
Q2. Question 2 will be from Unit 2	15 (7 marks & 8 marks)
Q3. Question 3 will be from Unit 3	15 (7 marks & 8 marks)
Q4. Question 4 will be from Unit 3	15 (7 marks & 8 marks)
Total	60

Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester end examination.

Note :

Under unforeseen circumstances or challenging situation , all examinations will be conducted through online mode or as directed by State Govt. and UGC.