

**M.S. BRIJ UNIVERSITY, BHARATPUR SYLLABUS OF
M.COM PREVIOUS AND FINAL YEAR 2018-19 ECONOMIC
ADMINISTRATION AND FINANCIAL MANAGEMENT
(ANNUAL SCHEME)**

M.COM (PREVIOUS)

Compulsory Papers:

- Paper-I: ECONOMIC ANALYSIS
Paper-II: FINANCIAL MANAGEMENT & CONTROL
Paper-III: PUBLIC ENTERPRISES
Paper-IV: INDUSTRIAL ECONOMICS

M.COM. (FINAL)

Compulsory Papers:

- Paper-I: ECONOMIC ADMINISTRATION OF INDIA
Paper-II: INTERNATIONAL ECONOMICS
Paper-III: INDIAN BANKING SYSTEM

Optional Papers: Choose Any Two papers

- Paper-IV: BUSINESS BUDGETING
Paper-V: AGRICULTURAL ECONOMICS
Paper-VI: ECONOMIC ENVIRONMENT IN INDIA
Paper-VII: CO-OPERATIVE SECTOR ADMINISTRATION

**Only For Session
2020-21**


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M.COM. (FINAL) EAFM

Paper I - Economic Administration of India

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

- Unit-I** The Concept of Economic Administration : Nature, Scope, Objectives and Techniques of Economic Administration
- Unit-II** Present Economic Policies and Planning: Fiscal and Monetary Policies. Industrial Policy, A study Niti Aayog.
- Unit-III** Administration of Financial Resources: Central-and State Financial Relations, the Constitutional Provisions.
- Unit-IV** Present Finance Commission: Its recommendations and effects on fiscal policy of the Government, FDI in India
- Unit-V** Financial Administration of the Indian Union: Centre, State and Local Finances: Comptroller & Auditor General of India, Leakage in Financial Administration.

Suggested Readings :

1. Chanda, Ashok : Indian Administration
2. Bhargava, R.N.: Indian Public Finance
3. Prem Chand A: Control of Public Expenditure in India
4. Kaldor, N.: An Expenditure Tax
5. Lewis, W.A.: Principles of Economics
6. Tandon, B.C. :Economic Planning
7. Mishra Puri : Indian Economy
8. Dutt & sundarm : Indian Economy

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Paper II - International Economics Attempt one question from each unit

Duration: 3 hours


Max. Marks: 100

- Unit-I International Trade:** Meaning, need, Importance and Problems of International Trade. International and Inter-regional trade, International Business Environment: Meaning and factors affecting the environment.
- Unit-II Balance of Payment:** Concept of Balance of trade and Balance of Payment; causes of Disequilibrium and adjustment mechanism.
- Foreign Exchange:** Meaning, types and determination of exchange rate; Theories of Foreign
- Unit-III India's Foreign Trade:** Volume, composition and direction; Commercial policy of India.
- Foreign Aid:** Problems and Prospects in India.
- Unit-IV IPRs:** Concept and Nature, TRIPs, Introductory Principle of all primary IPRs; Patent, Copyright, "Trademarks, Designs, Geography Indications & Traditional knowledge Trade secret & Confidential Information
- FDI:** Govt Policy towards foreign capital, Make-in-India initiative.
- Unit-V International Institutions:** IMF, World Bank, G-8, G-20.
- World Trade Organisation:** Organisation, structure and working.

Book Recommended:

1. Trivedi, Nagar, Soral, Bhatt: International Trade and Finance, RBD, Jaipur.
2. Prof. Ashwani Kumar Bansal : Law of Trade Marks in India, Thomas Reuta, New Delhi.
3. Trivedi, Jatana and Bajaj : International Trade and Finance, RBSA Publisher, Jaipur.
4. Agarwal, Singh & Gupta : International Trade and Finance, Ajmera Book Com., Jaipur
5. D.M. Mithani : International Economics; Himalaya Publishing House, Mumbai
6. G.C. Singhai : International Trade and Finance, Ajmera Book Company, Jaipur.
7. अन्तर्राष्ट्रीय व्यापार एवं वित्त : बी.के. ओझा, मनोज कुमार ओझा पी.बी.।

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Paper III - Indian Banking System

Attempt one question from each unit

Duration: 3 hours


Max. Marks: 100

- Unit-I:** Structure of Indian Banking System: Central bank - Commercial banks - Cooperative banks - Regional Rural Banks-Local Area Banks: Role of banking system in the economic growth and development.
- Unit-II:** Private sector banks in India: Their progress and performance after 1969. Foreign banks in India: Their progress and performance.
- Unit-III:** Social control over banks, Nationalisation of banks - Arguments for and against nationalisation, Objectives of nationalisation, Progress of nationalized banks pertaining to branch expansion, deposit mobilization, credit development and priority sector lending.
- Unit-IV:** State Bank of India, Subsidiary Banks to State Bank of India. Role of State Bank of India: As an agent of the RBI, as a commercial bank, its role in financing various sector, Progress and Performance of SBI.
Evolution of the Reserve Bank of India, Organization and Management of the RBI, Functions of the RBI, Credit Control Mechanism.
- Unit-V:** Rationale and objectives of financial reforms, Recommendations of the Narasimham Committee I & II.

Suggested Readings:

1. Financial Sector Reforms and India's Economic Development: N.A. Majumdar
2. Central Banking and Economic Development: Vasant Desai
3. Monetary Economics: S.D. Gupta
4. Banking in India - S. Panandikar
5. Banking: S.N. Maheshwari TUTT4
6. Report on Trends and Progress of Banking in India: Reserve Bank of India Publication.
7. Annual Reports of Banks
8. Indian banking system - Dr. Rita Swami
9. Indian Banking System - Dr. B.R. Sangle, Dr. G.T. Sangle, Dr. Kayande Patil and Prof. N.C. Pawar.
10. Indian Banking System - Prof. S. V. Joshi, Dr. CP. Rodrigues and Prof. Azhar Khan.

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Optional Paper I (Choose any of Two)
Paper IV - Business Budgeting

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

- Unit-I** Budgeting: Meaning, Origin and significance: Business budgets, Surplus budgets, Deficit budgets and its limitations in Public Private sector institutions; Budget as an instrument of corporate planning; Framing of Government and Business Budget; Budget organization, Budget Committee and Time framework; Annual, Half-Yearly, Quarterly, Monthly, Weekly and Daily Budgets.
- Unit-II** Operational Budgets: Feature of sound business budgeting; Materials budget; Labour budget, Overhead budget.
- Unit-III** Financial budgets; (Detailed study of various methods of Practical application of flexible budgeting; Master budget.
- Unit-IV** Performance Budgeting: The concept, evolution and its applicability to Government and business with special reference to India. Steps in the preparation of performance budgets, follow-up, Evaluation (including Concurrent Evaluation) and Monitoring: Information management.
- Unit-V** Zero base budgeting-its theory and practice with special reference to India. Budgeting and Management Reports: Preparation of various performance, Reports for presentation to various levels of management. Timeliness, Reliability and Relevance of such reports.

Suggested Readings:

1. व्यावसायिक बजटन : एम.आर. अग्रवाल, गरिमा पब्लिकेशन्स, जयपुर ।
2. व्यावसायिक बजटन एवं पूँजी व्यय निर्णय : अग्रवाल, विजय, सुरोलिया ।
3. व्यावसायिक बजटन : ओसवाल, टण्डन, शर्मा, चिरानिया ।
4. Business Budgeting: Agarwal, Vijay & Surolia
5. Business Budgeting: Oswal, Sharma
6. वित्तीय प्रबंध के मूलतत्व : जाट, गुप्ता मेन्दीरत्ता, सैनी, मिश्रा
7. वित्तीय प्रबंध एवं वित्तीय विश्लेषण : अग्रवाल, अग्रवाल ।
8. Management Accounting: Man Mohan, Goyal

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Optional Paper II (Choose any of Two)
Paper V - Economic Environment in India

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

- Unit-I** Economic Environment- Meaning, factors affecting Economic Environment, Basic features of India Economy, Rural Scenario of Indian Economy, Basic features of Rural Economy.
- Unit-II** Economic Policies- Agriculture Policy,
Economic Planning- Meaning, Importance, Objectives & Techniques of Planning
- Unit-III** Significance of Agriculture in Indian Economy, and New Agriculture Strategy, Agriculture Finance (Specially Kisan Credit Card).
- Unit-IV** Foreign Trade, Volume, Composition and Direction, Export Promotion.
- Unit-V** Indian Economic Problems: Poverty, Unemployment

Suggested Readings:

1. Ruddar Dutt & K.P.M. Sundharam : Bhartiya Arthvivastra
2. A.N. Agrawal: Bhartiya Arthvivastra
3. Laxminarayan Nathuramka: Indian Economy
4. Chaudhary Charan Singh: Bharat ki Bkayanaha Arthvivastra Sthiti
5. Ruddar Dutt & Sundharam : Indian Economy
6. A.N. Agarwal: Indian Economy
7. N.L. Agarwal: Bhartiya Krishi Ka Arthtantra
8. Mishra and Puri: Indian Economy (Hindi & English Version)
9. N.D. Mathur: Economic Environment in India, Shivam Book House (P) Ltd., Jaipur.

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Paper VI - Agriculture Economics

Attempt one question from each unit

Duration: 3 hours


Max. Marks: 100

- Unit-I** Nature and Scope of Agriculture Economics. Rationale of Agriculture in Indian Economy. Agriculture Efficiency: Concept, Its Measurement.
- Unit-II** Agriculture Productivity: Concept, Measurement and Determinants, Agricultural Inputs: Seeds, Fertilizer. Pesticides, Irrigation and Power.
- Unit-III** Agriculture Finance: Institutional and Non Institutional Finance, Kishaa Credit Card and Crop Insurance.
- Unit-IV** Agricultural Price: Price Policy, Support Price, Procurement Price, Rationale of Subsidy in Agriculture.
Agriculture Marketing: Problems and Challenges.
- Unit-V** Infrastructure Development in Agriculture. New Agriculture Policy: Green and White Revolution.

Suggested Readings:

1. Sukhpal Singh: Rural Marketing Management, Vikas Publishing House, New Delhi.
2. Ruddar Datt, K.P.M. Sundhararn, Indian Economy, S. Chand & Sons, New Delhi.

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Paper VII - Co-operative Sector Administration

Attempt one question from each unit

Duration: 3 hours


Max. Marks: 100

- Unit-I** Concept of Co-operation, Principles of Co-operation, Co-operative Principles.
- Unit-II** Government Control over Cooperatives: legal and Administrative, Organisational Structure of Co-operatives, Organisational Chart for Short term Medium term and Long term Credit Institutions.
- Unit-III** Leadership in Co-operatives, Characteristics of a good Leadership in Cooperative Sector. Federal Structure of Co-operative Organisation- Control Over Co-operatives.
- Unit-IV** Concept of Cooperative Education and Co-operative Training- Needs and Importance in Modern era, Role of National Co-operative Union of India in the cooperative training system.
- Unit-V** Role of Institutional framework of co-operative education and training, Merits and demerits of democratic governance.

Suggested Readings:

1. G.S. Karnat: New Dimensions of Co-operative Management.
2. G.S. Karnat: Cases in Co-operative Management.
3. I.L.O.: Co-operative Management & Administration.

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