



महाराजा सूरजमल बृज विश्वविद्यालय
भरतपुर (राज.)

SYLLABUS

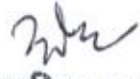
M-COM
E.A.F.M (PREVIOUS & FINAL)

(2020-21)

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Only For Session
2020-21


अकादमिक प्रभारी
महाराजा सूरजमल बृज विश्वविद्यालय
भरतपुर (राज.)

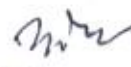
(Economic Administration & Financial Management)**M.Com. EAFM Syllabus****Annual Scheme 2017-18****Each Theory Paper****3 Hrs. duration****100 Marks**

1. The number of papers and the maximum marks for each paper/practical shall be shown in the syllabus for the subject concerned. It will be necessary for a candidate to pass in the theory part well as in practical part (wherever prescribed) of a subject/paper separately.
2. A candidate for a pass at each of the Previous and the Final Examinations shall be required to obtain
 - (i) At least 36% marks in the aggregate of all the papers prescribed for the examination, and
 - (ii) At least 36% marks in practical(s) wherever prescribed at the examination, provided that if a candidate fails to secure at least 25% marks in each individual paper at the examination and also in the dissertation/Survey report/ Field work, wherever prescribed, he shall be deemed to have failed at the examination notwithstanding his having obtained the minimum percentage of marks required in the aggregate for that examination. No division will be awarded at the Previous and the Final Examination. Division shall be awarded at the end of the Final Examination on the combined marks obtained at the previous and the Final Examination taken together, as noted below:

First Division	60%	of the aggregate marks taken together of the Previous and the Final Examinations
Second Division	48%	

All the rest will be declared to have passed the examination.
3. If a candidate clears any Paper(s) Practical(s)/Dissertation prescribed at the previous and/or Final Examination after a continuous period of three years, then for the purpose of working out his division the minimum pass marks only viz. 25% (36% in the case of practical) shall be taken into account in respect of such Paper(s)/Practical(s)/ Dissertation are cleared after the expiry of the aforesaid period of three years, provided that in case where a candidate requires more than 25% marks in order to reach the minimum aggregate as many marks out of those actually secured by him will be taken into account as would enable him to make up the deficiency in the requisite minimum aggregate.

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Paper I

Economic Analysis

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

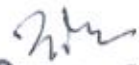
- Unit-I** Economic Problem and Functions of Economic System: Theory of consumer behaviour; Utility Analysis : Cardinal and ordinal approach, Law of Diminishing Return Marginal utility, Indifference Curve Analysis, Demand Analysis, Law of Demand, Elasticity of Demand and Demand Forecasting.
- Unit II** Theory of Production Function - Production functions & Factors of production, Short Period Production Function or Law of Returns, Cost Concepts, Short-run Cost Analysis, Long-run Cost Analysis.
- Unit III** Markets, Elements of General Equilibrium Analysis, General law of Price and Output Determination, Price and Output Determination under Perfect Competition, Price and Output Determination under Monopoly, Price and Output Determination under Discriminating Monopoly, Price and Output Determination under Imperfect/Monopolistic Competition.
- Unit IV** National Income Analysis, Factor Cost Pricing: Rent and Theories of Rent, Wages and Theories of Wages, Interest and Theories of Interest.
- Unit V** Theories of Trade/Business Cycles and its impact on an Economy, Classical Theory of Income and Employment.

Suggested Readings :

1. B.P. Gupta, "Business Economies", Malik and Company, Jaipur.
2. N.D. Mathur: "Managerial Economics", Shivam Book House, Jaipur.
3. M.C. Vaish, "Macro Economic Theory", Vikas Publishing House (P) Limited.
4. M.D. Agarwal and Gopal Singh, "Arthik Vishleshan" RBD Publication, Jaipur.
5. D.M. Mithani, Managerial Economics - Theory and application, Himalaya Publishing House, New Delhi.
6. Mote and Paul "Managerial Economics". Tata McGraw Hill, New Delhi.
7. Som Deo Goyal, "Busniess Economics", Ajmera Book Dept., Jaipur.

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अकादमिक प्रभारी
महाराज: सूरजमल मूज विश्वविद्यालय
भरतपुर (राज.)

Paper-II

Financial Management and Control

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

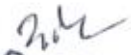
- Unit I** Finance Function: Meaning, Scope, Role and Objectives of Financial Management, Financial Planning and Capitalization, Sources of Finance - short term and long term, Ratio Analysis.
- Unit II** Capital Structure and Trading on Equity, Theories of Capital Structure, Cost of Capital.
- Unit-III** Working Capital Management, Receivables Management, Inventory Management, Cash-Flow Analysis.
- Unit IV** Marketing of Securities, Underwriting of Securities, Stock Exchange, Capital Budgeting:
- Unit V** Analysis, Project Planning, Funds Flow.

Suggested Readings:

1. Khan & Jain, Financial Management.
2. I.M. Panday, Financial Management.
3. M.R. Agarwal, Financial Management, Garima Publications, Jaipur.
4. Agarwal & Agarwal, Financial Management.

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अकादमिक प्रभारी
महाराजा यूजमल बूज विश्वविद्यालय
भरतपुर (राज.)

Optional Paper

Paper III- Public Enterprises

Attempt one question from each unit

Duration: 3 hours

Max. Marks: 100

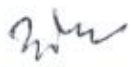
- Unit-I** Introduction: The changing role of public enterprises under different types of economic systems: the social and economic benefits of public ownerships; objectives of the public sector in the present day economy.
- Unit-II** Patterns of Public Enterprise: Public corporation; government companies; quasi corporation, departmental undertaking; commodity boards, control boards and local authorities; mixed corporation, joint sector undertaking; leasing Functional role of public enterprises.
- Unit-III** Governing Boards: Merits and demerits of functional and policy boards, internal organization: decentralization; delegation of authority and span of control; line and staff functions.
Disinvestment and privatization in public enterprises.
- Unit-IV** Financial Administration: Assessment and disbursement of compensation; pattern of the share holdings and borrowing; investment policy, price, and profit policy; budgeting; purchases and sales policies; evaluation and the criteria of efficiency.
- Unit-V** Control on Public Enterprises: Parliamentary, Presidential, Ministerial, Controller and Auditors Generals' Control, Autonomy and Accountability in Public Enterprises.

Suggested Reading:

1. Hanson, A.H.: Public Enterprises and Economic Development.
2. Hanson, A.H.: Managerial Problem in Public Enterprise.
3. Shukla, M.e.: Administrative in Business.
4. Om Prakash: Theory and Working of State Corporation (with special reference to India).
5. शर्मा, शर्मा एवं सुराना : भारत में लोक उद्योग

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अकादमिक प्रभारी
महाराजा सुरजमल कृष्ण विश्वविद्यालय
भरतपुर (राज.)

Paper IV

Industrial Economics

Attempt one question from each unit

Duration: 3 hours

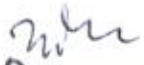
Max. Marks: 100

- Unit-I** Nature and Scope of Industrial Economics, Rationale of Industrialization and Foundation of Modern Industry.
- Unit-II** Industrial Efficiency Concepts, Determinants, Measurement Efficiency and Decisions-Making Process, Growth and Forms of Industrial Combinations-Horizontal and Vertical integration and Merger.
- Unit-III** Industrial Finance: The Need for Finance, Type of Finance, Source of Industrial Finance Choice of Funding Internal Vs External Sources.
- Unit-IV** Industrial Location Analysis: the Determinant of Industrial Location, Approaches to Industrial Location Analysis, Operational approaches to industrial location, Backward Area Development.
- Industrial Productivity: The concept, measurement and determinants, MSME's and their performance, Industrial development in Rajasthan- Existing infrastructure.
- Unit-V** Government Regulation of Industry: The Need for Government Intervention in Industry, The Government Regulations of industries. Appraisal of Industrial Policy of India, Specially recent Industrial Policy.

Suggested Readings:

1. S. C. Kuchhal: Industrial Economics
2. R. S. Kulshrestha: Industrial Economics (Hindi and English)

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भरतपुर (राज.)

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महाराजा सूरजमल बृज विश्वविद्यालय
भरतपुर (राज.)

SYLLABUS (ANNUAL)

E.A.F.M

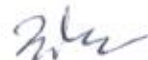
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अकादमिक प्रभारी
महाराजा सूरजमल बृज विश्वविद्यालय
भरतपुर (राज.)

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

8.

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:

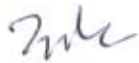
- Paper-I: ECONOMIC ADMINISTRATION OF INDIA
Paper-II: INTERNATIONAL ECONOMICS
Paper-III: INDIAN BANKING SYSTEM

Optional Papers: Choose Any Two papers

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

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भरतपुर (राज.)

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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M/S

अकादमिक प्रभारी
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भरतपुर (राज.)

Paper II - International Economics Attempt one question from each unit

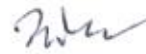
Duration: 3 hours

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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भरतपुर (राज.)

M.COM. (FINAL) EAFM
Paper III - Indian Banking System

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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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R. K.
अकादमिक प्रभारी
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भरतपुर (राज.)

M.COM. (FINAL) EAFM
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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 भरतपुर (राज.)

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M.COM. (FINAL) EAFM
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

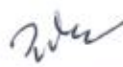
- Unit-I** Economic Environment- Meaning, factors affecting Economic Environment, Basic features of India Economy, Rural Scenario of Indian Economy, Basic features of Rural Economy.
- Unit-II** Economic Policies- Agriculture Policy,
Economic Planning- Meaning, Importance, Objectives & Techniques of Planning
- 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 Arthvivashta
2. A.N. Agrawal: Bhartiya Arthvivashta
3. Laxminarayan Nathuramka: Indian Economy
4. Chaudhary Charan Singh: Bharat ki Bkayanaha Arthvivashta 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. Sundharam, 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

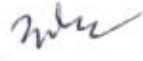
- Unit-I** Concept of Co-operation, Principles of Co-operation, Co-operative Principles.
- Unit-II** Government Control over Cooperatives: legal and Administrative. Organisational Structure of Co-operatives, Organisational Chart for Short term Medium term and Long term Credit Institutions.
- Unit-III** 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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भरतपुर (राज.)