UNIVERSITY OF MADRAS
B.Com. Information System Management
(With effect from the academic year 2016-2017)

ANNEXURE-II
REvised scheme of examination:
SEmester I

<table>
<thead>
<tr>
<th>Course content</th>
<th>Name of subject</th>
<th>Ins Hrs</th>
<th>Credits</th>
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<th>Total</th>
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<tr>
<td>PART I</td>
<td>Language Paper – I</td>
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<td>PART II</td>
<td>English Paper - I</td>
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<tr>
<td>PART III</td>
<td>Core Paper I: Financial Accounting</td>
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<td>4</td>
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<td>Core Paper II: Principles of Management</td>
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Non-Major Elective Papers:
Any one of the following:
1. Basics of Computer
2. Basics of Retail Marketing
3. An Overview of ISO

SEmester II

<table>
<thead>
<tr>
<th>Course content</th>
<th>Name of subject</th>
<th>Ins Hrs</th>
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<td>PART III</td>
<td>Core Paper III: Business Communication</td>
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Non-major Elective Papers
Any one of the following:
1. Consumer Protection and Consumer Rights
2. Basics of Business Insurance
3. Fundamentals of Disaster Management
4. Concept of Self Help Group
### SEMESTER III

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<tr>
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<td>1. Web Technology (or)</td>
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<td>2. Entrepreneurial Development</td>
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<td>1. Web Technology Practicals (or)</td>
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<td>2. SPSS &amp; Tally Accounting Package</td>
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<td>Extension Activities</td>
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AC.F’16
UNIVERSITY OF MADRAS
B.Com. Information System Management
(With effect from the academic year 2016-2017)
SYLLABUS
I SEMESTER
Core Paper I - FINANCIAL ACCOUNTING

Objectives

1. To enable the students to know the Principles of Accounting in General.

Unit I : Introduction

Unit II : Final Accounts
Preparation of Final Accounts of a Sole Trading Concern - Adjustments - Preparation of Receipts and Payments Account, Income and Expenditure Account and Balance Sheet of Non-Trading Organizations.

Unit III : Rectification of Errors and Bank Reconciliation Statement

Unit IV : Depreciation and Insurance Claims

Insurance Claims - Calculation of Claim Amount - Average Clause.

Unit V : Single Entry System

Note:
Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings

E-Resources
www.accountingcoach.com
www.accountingstudyguide.com
www.futureaccountant.com
www.onlinelibrary.wiley.com
Core Paper II - PRINCIPLES OF MANAGEMENT

Objectives

1. To make the students to understand the basic concepts of management.
2. To prepare the students to know about the significance of the management in Business.

Unit I: Introduction

Unit II: Planning

Unit III: Organisation

Unit IV: Authority and Responsibility
Authority - Definition - Sources - Limitations - Difference between Authority and Responsibility - Delegation of Authority - Meaning - Principles and importance - Centralisation Vs Decentralisation.

Unit V: Direction Co-ordination & Control

Suggested Readings
7. Sundar, K. Principles of Management, Vijay Nicole Imprints Pvt. Ltd., Chennai

E-Resources
www.wisdomjobs.com
www.aima.in
www.clep.collegeboard.org
Allied Paper – I: COMPUTER APPLICATIONS IN BUSINESS

UNIT I

Word Processing: - Meaning and role of word processing in creating documents, editing, formatting and printing documents, Using tools such as spelling check, thesaurus, etc., in word processors (MS Word) - Electronic Spreadsheet: Structure of spreadsheet and its applications to accounting, finance, and marketing functions of business; Creating a dynamic / sensitive worksheet; Concept of absolute and relative cell reference; Using built–in functions; Goal seeking and solver tools; Using graphics and formatting of worksheet; Sharing data with other desktop applications; Strategies of creating error- free worksheet (MS Excel)

UNIT II

Programming under a DBMS environment: - The concept of data base management system; Data field, records, and files, Sorting and indexing data; Searching records. Designing queries, and reports; Linking of data files; Understanding Programming environment in DBMS; Developing menu drive applications in query language (MS – Access).

UNIT III

Electronic Data Interchange (EDI): - Introduction to EDI – Basics of EDI; EDI standards; Financial EDI (FEDI) (FEDI for international trade transaction; Application of EDI, Advantages of EDI; Future of EDI.

UNIT IV

The Internet and its basic concepts: - Internet concept, History, Development in India: Technological foundation of internet; Distributed computing; Client – server computing; internet protocol suite; Application of distributed computing; Client server computing; Internet protocol suite in the internet environment; Domain Name System (DNS); Generic Top-Level Domain (g TLD); Country code Top Level Domain (cc TLD) – Indian;- Allocation of second level domains;- IP addresses, Internet Protocol;- Applications of internet in business, Education, Governance, etc.

UNIT V

Information System Audit:- Basic idea of information audit; - Difference with the traditional concepts of audit:-Conduct and applications of IS audit in internet environment.

RECOMMENDED BOOKS:
NON MAJOR ELECTIVE – Any one of the following (Semester wise)

I SEMESTER

1. BASICS OF COMPUTER

INTRODUCTION - UNIT – I
1. Introduction to computers
2. Input Devices
3. Output Devices
4. Operating System

MS WORD – UNIT - II
5. Text Manipulations
6. Usage of Numbering, Bullets, Footer and Headers
7. Usage of Spell check, Find & Replace
8. Text Formatting
9. Picture insertion and alignment
10. Creation of documents, using templates
11. Creation templates
12. Mail Merge Concepts
13. Copying Text & Pictures from Excel

MS-EXCEL - UNIT – III
14. Cell Editing
15. Usage of Formulae and Built-in Functions
16. File Manipulations
17. Data Sorting (both number and alphabets)
18. worksheet Preparation
19. Drawing Graphs
20. Usage of Auto Formatting

MS-POWER POINT – UNIT – IV
21. Inserting Clip arts and Pictures
22. Frame movements of the above
23. Insertion of new slides
24. Preparation of Organization Charts
25. Presentation using Wizards
26. Usage of design templates

INTERNET – UNIT – V
27. Introduction to Internet
28. WWW
29. E-Mail

REFERENCE BOOKS :
2. Microsoft Office in Easy steps, Stephen Copestake, Comdex Computer Publishing
3. Teach yourself, MS Office for Windows, Corey Sandler, Tom Bedgelt, Jan Weingarten, BPB Publication.
2. BASICS OF RETAIL MARKETING

UNIT – I
Retailing – Definition – Retail Marketing – Growth of organized retailing in India – Importance of retailing

UNIT – II
Functions of Retailing – characteristics of Retailing – Types of Retailing – store retailing – Non-store retailing

UNIT – III
Retail location factors – Branding in retailing – private labeling – Franchising concept.

UNIT – IV
Communication tools used in Retailing – Sales promotion, e-tailing- window display

UNIT - V
Supply chain management – definition – importance – Role of information Technology in retailing.

Reference Books:

1. Modern Retail Management – J.N.Jain & P.P.Singh Regal Publications , New delhi
2. Retail Management – Suja Nair, Himalaya Publishing house.
3. AN OVERVIEW OF ISO

UNIT-I


UNIT-II


UNIT-III


UNIT-IV

ISO 9001-2000 and QIS- Comparison of ISO 901 and the capability Maturity Model for software. Certification bodies operating Multinationals.

UNIT-V

ISO and how to hire an ISO 9000 Consultant- What is Internal Quality Auditing.

REFERENCE BOOKS

   A.K.Chakraborty
   P.K.Basu
   S.C.Chakravarthy

PUBLICATIONS: Asian Books Pvt. Ltd.
4. BASICS OF HEALTH CARE MANAGEMENT

UNIT – I PERSONAL (SELF) HEALTH CARE

Personal Hygiene – Personal Diet pattern – Self health maintenance by yoga and other spiritual practice – Drills

UNIT – II FAMILY HEALTH CARE

Family hygiene – group health care by vaccination – propitiation and prevention – Sanitation and diet patterns

UNIT - III COMMUNAL HEALTH CARE

Mass – Hygiene (Social Hygiene) – Environmental Hygiene - Communal health care centres – Hospitals – Statistical bodies - Government and Non government organizations (NGO) for propagation of nutritious diet patterns - maintained by voluntary health organizations and government schemes.

UNIT – IV HEALTH AWARENESS

Health awareness programme organized by governmental and non governmental agencies. Communal amenity programme.

UNIT – V HEALTH DISASTER MANAGEMENT

First Aid – Disaster management techniques like epidemic eruption control, management and eradication.

Books for reference :

Text books on

1. Social and preventive Medicine, K. Park, Brimnot publishers
II SEMESTER

Core Paper III : BUSINESS COMMUNICATION

Objectives

1. Tofacilitate the students to understand the concept of Communication.
2. To know the Basic Techniques of the Modern forms of Communication.

Unit I : Communication
Definition - Methods - Types - Principles of Effective Communication - Barriers to Communication - Business letters - lay out.

Unit II : Business Letters

Unit III : Correspondence
Bank Correspondence - Insurance Correspondence - Agency Correspondence - Correspondence with Share Holders & Directors.

Unit IV : Reports and Meetings

Unit V : Forms of Communication
Modern forms - Fax - email - video conference - internet - websites - uses of the various forms of communication.

Suggested Readings
7. Sundar, K. A, Business Communication, Vijay Nicole Imprints Pvt. Ltd., Chennai

E-Resources
www.newagepublishers.com
www.managementstudyguide.com
www.businesscommunication.org
www.smallbusiness.chron.com
Core Paper IV - HUMAN RESOURCE MANAGEMENT

Objectives

1. To facilitate the students to know about the importance of Human Resources.
2. To make the students to understand the various aspects of the Human Resources Management.

UNIT I : Introduction

UNIT II : Training
Meaning - Induction - Methods - Techniques - Identification of the Training needs - Training and Development - Performance appraisal - Transfer - Promotion and Termination of services - Career Development.

UNIT III : Compensation

UNIT IV : Labour Relation
Need - Functions of Trade Unions - Forms of Collective bargaining - Workers Participation in management - Types and effectiveness. Industrial Disputes and Settlements (laws excluded).

UNIT V : Human Resource Audit

Suggested Readings
5. Tripathi, Human Resource Management, Prentice Hall

E-Resources
www.whatishumanresource.com
www.managementstudyguide.com
www.humanresources.about.com
www.managementhelp.org
UNIT I

Definition – Data Structure, Primitive and Composites Data Structure (List, array, stock, Queue, tree, files), array - Operation on array – 1 D array – 2D array.

UNIT II


Queue – Queue Operations – Queue applications- Circular Queues.

UNIT III

Linked Lists – Singly, Doubly Linked Lists -operations and applications – Representation of Polynomials using linked list.

UNIT IV

Trees – Definition, Binary tree, Tree traversals – in order, pre-oreder, post order – conversion of forest to primary tree.

UNIT V

Graph – Definition, Types of Graphs, Graph Traversal – Depth first search, breathe first search, Hashing - Hashing table, Hashing function.

RECOMMENDED TEXTS:

UNIT - I

Introduction of consumer protection act 1986 - other amendments - salient features

UNIT - II

Definitions of the terms: consumer - appropriate laboratory - complainant - consumer dispute - complaint - restrictive trade practice.

UNIT - III

The various consumer rights: - right to safety, Right to information, Right to choose, -right to be heared - Right against exploitation - Right to consumer education

UNIT - IV

Consumer protection councils: - Central - State.

UNIT - V

Consumer disputes redressal agencies: - Direct forum - state commission - national commission

REFERENCE BOOKS:

1. LECTURES ON TORTS AND CONSUMER PROTECTION LAWS BY DR. REGA SURYA RAO -- ASIA LAW HOUSE, HYDERABAD.

2. CONSUMER PROTECTION LAWS -- BY PROF. RAKESH KHANNA -- CENTRAL LAW AGENCY.
2. BASICS OF BUSINESS INSURANCE

Unit – I

Introduction to Insurance – Type of Insurance – Principles of Insurance.

Unit – II

Salient features of IRDA Act – Administration of IRDA Act – Regulatory measures of IRDA

Unit – III

Life insurance products – Term, Whole life, Endowment.

Unit – IV

Introduction to general Insurance – fire, marine and motor insurance.

Unit – V

Government and insurance companies – LIC India- private players in Insurance in India.

Recommended Texts:

Dr. N. Premavathy – Elements of Insurance, Sri Vishnu Publications, Chennai.
Dr. A. Murthy – Elements of Insurance, Margham Publications, Chennai
M. N. Mishra – Insurance, Principles and practice, S. Chand & Co. Ltd., New Delhi

Reference Books:

Nalini Prava Tripathy, Prabir Paal – Insurance Theory & Practice, Prentice Hall of India
3. FUNDAMENTALS OF DISASTER MANAGEMENT

Objectives

1. To develop an understanding of the process of Disaster Management.
2. To understand the mitigation programmes of Disaster Management.
3. To develop an understanding of the Disaster Management poling and legislation.

UNIT I

Meaning, definition, basic aspects and types of disasters.

UNIT II

Stages IN Disaster - Pre, during and post disaster.

UNIT III

Disaster Mitigation – guiding principles of Mitigation. Formulation and implementation of Mitigation programmes.

UNIT IV

Disaster training – Utilisation of resources, training and public awareness.

UNIT V

Disaster Management policy and legislation; Disaster Management – Strategy in India.

Books for Reference

4. CONCEPT OF SELF HELP GROUPS

Objectives of the course

1. To develop an understanding of the basic concepts of SHGS.
2. To enable the students understand the operative mechanisms of SHGS
3. To help the students to know about the various activities undertaken by SHGS
4. To help the students to understand the concept of women empowerment through SHGS
5. To develop an understanding of the role of govt. & NGO’s for the development of SHGS.

UNIT - I  Meaning, Concept and Functions of SHGS
UNIT - II  Women empowerment through SHGS
UNIT - III  Micro finance through SHGS
UNIT - IV  Social Development through SHGS
UNIT - V  Role of Govt. and NGO’s in fostering SHGS

Bibliography


Journals

1. Yoja na, A Development Monthly, Chief Editor Anurag Misra, Published by Ministry of information and Broad casting.
III SEMESTER

Core Paper V - LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Objectives

1. To expose the students to learn the area of Logistics
2. To enable the students to understand the significance of the Logistics and Supply Chain Management.

UNIT I: Introduction
Supply Chain Management - Meaning, Definition, Functions, Need - Marketing forces affecting Supply chain activities - Supply chain activities in India.

UNIT II: Supply Chain Intermediaries
Meaning, Importance, objectives, functions - Types of intermediaries - Selection of Channel members - Motivation, training and evaluation of Channel members.

UNIT III: Logistics
Introduction to Logistics, Transportation - Meaning, Importance, Functions - Types of Transportation - Advantages and Disadvantages, Methods of Selection of Transportation - Factors considering fixation of freight charges - Role of containers in Modern Transportation.

UNIT IV: Warehousing
Meaning, Characteristics, Importance, Functions - Types of Warehousing - Selection of transportation - Warehouse locations - Packaging and Material handling - Documents relating to Warehousing - Warehousing in India, Private Warehouses.

UNIT V: Supply Chain Management
Recent trends in Supply chain management - Use of IT in Supply chain management, Vendor managed inventory, RFID technology in Supply chain management, Third party and Fourth party logistics services providers, Event Supply chain management.

Suggested Readings

5. Dr. C.B. Gupta and Dr. N. Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2007

E-Resources
www.supplychainopz.com
www.logistics.about.com
www.marketmotive.com
www.learnmarketing.net
Core Subject: VI - PROGRAMMING IN C

UNIT I
C fundamentals - Character set - Identifier and keywords - Data types - Constants - variables - Declaration - Expressions - Statements - Operators - Arithmetic, Unary, relations, Logical, Assignment and conditional Library functions.

UNIT II
Input/Output functions - Simple C programs - Flow of control - Control structures - Switch, break, continue, go to statements - Comma operator

UNIT III
Functions - Defining, accessing functions - Function prototypes - Passing arguments - recursion - Storage classes

UNIT IV
Arrays - Definition and processing - Passing arrays to function - Multidimensional arrays - Arrays and string Structures - Pointers - Declaration, Operations on pointers, passing pointers to functions, Pointers and arrays

UNIT V
Introduction to files - Basic concepts' of Object Oriented Programming - Classes and Objects.

REFERENCE BOOKS:
3. E. Balagurusamy - Programming in ANSI C
Core Subject : VII - C PRACTICALS

1. To find max and min of numbers
2. To generate Fibonacci series
3. nPr and nCr
4. Matrix addition and subtraction
5. Transpose of a Matrix Sorting - Bubble Sort
6. Sorting – Bubble sort
7. Reverse a string and check for palindrome
8. Counting the number of vowels, consonants, words and white spaces
   in a line of text
9. Linear Search
10. Binary Search
11. Illustration of file creation, and operations.
12. Illustration of Classes and Object Concept.
Core Subject : VIII - MARKETING MANAGEMENT

Objectives

1. To enable the students understand the significance of Marketing operations
2. To impart knowledge of the various strategies followed in Marketing Practices.

UNIT I: Introduction
Fundamentals of Marketing - Role of Marketing - Relationship of Marketing with the other functional areas - Concept of Marketing mix - Marketing approaches - Various Environmental factors affecting the Marketing functions.

UNIT II: Buyer Behaviour & Market Segmentation

UNIT III: Product Policy

UNIT IV: Distribution & Sales Management
Physical Distribution - Importance - Various kinds of Marketing Channels - Distribution Problems.
Sales Management - Motivation - Compensation and Control of Salesmen.

UNIT V: Advertising & Sales Promotion
A Brief overview of Advertising - Publicity - Public Relations - Personal Selling - Direct Selling and Sales Promotion.

Suggested Readings

3. Crainfield, Marketing Management, Palgrave Macmillan
5. Pillai, R.S.N. and Bagavathi, Modern Marketing, S.Chand & Co, New Delhi.
6. Jayasankar, Marketing, Margham publications, Chennai
7. Sundar, Essentials of Marketing, Vijay Nicole Imprints Pvt. Ltd. Chennai

E-Resources
www.marketing-schools.org
www.consumerpsychologist.com
www.marketingteacher.com
www.emeraldinsight.com
Allied Paper III - BUSINESS STATISTICS

Objectives

1. To facilitate the understanding of the relevance and need of the Statistics in the Current Scenario.
2. To Customize the importance of Business Statistics for the Commerce Students.

UNIT - I Introduction
Meaning and Definition of Statistics - Collection and Tabulation of Statistical Data - Presentation of Statistical Data - Graphs and Diagrams

UNIT- II Measures of Central Tendency and Measures of Variation
Measures of Central Tendency - Arithmetic Mean, Median, Mode, Harmonic Mean and Geometric Mean. Measures of Variation - Standard deviation - Mean Deviation - Quartile Deviation - Skewness and Kurtosis - Lorenz Curve

UNIT- III Correlation and Regression Analysis
Simple Correlation - Scatter Diagram - Karl Pearson’s Correlation - Spearman’s Rank Correlation - Regression - Meaning - Linear Regression.

UNIT - IV Time Series
Analysis of Time Series - Causes of variation in Time Series Data - Components of Time series; Additive and multiplicative models - Determination of Trend by Semi average, Moving average and Least squares (Linear, Second degree and Exponential) Methods - Computation of Seasonal indices by Simple average, Ratio-to-moving average, Ratio-to Trend and Link relative methods

UNIT - V Index Numbers
Meaning and Types of Index numbers - Problems in Construction of Index numbers - Methods of Construction of Price and Quantity indices - Tests of adequacy - Errors in Index numbers - Chain Base Index numbers - Base shifting - splicing - deflating - Consumer Price index and its uses - Statistical Quality Control

Note: Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings
2. Gupta S P and Archana Agarwal, Business Statistics (Statistical Methods), Sultan Chand and Sons, New Delhi, 9th revised edition 2013

E-Resources
www.spss.co.in
https://statlearning.class.stanford.edu
http://www.mit.edu
www.springer.com
IV SEMESTER

Core Subject IX - MANAGEMENT INFORMATION SYSTEM

Objectives

1. To enable the students to learn the Role of Management Information System in the Business area.
2. To expose the students to the World of Computers

UNIT I : Introduction
Definition of Management Information System - MIS support for Planning, Organizing and Controlling - Structure of MIS - Information for Decision making.

UNIT II : Management System
Concept of System - Characteristics of System - Systems Classification - Categories of Information Systems - Strategic information System and Competitive advantage

UNIT III : Computers & M.I.S.

UNIT IV : System Analysis

UNIT V : Decision Support System

Suggested Readings

5. Dr. S.P. Rajagopalan,"Management Information Systems and EDP “, Margham Publications

E-resources
www.dbatra.com
www.itworld.com
www.icisa.cag.gov.in
Core Subject : X  - OBJECT ORIENTED PROGRAMMING WITH C++

Unit I:
Principles of object oriented programming(OOPs), object-oriented paradigm. Advantages - OOPs concepts – OOPs Languages. Models:-Class Model-State Model and Interaction Model.

Unit II:
Introduction to C++-Tokens, Keywords-Identifiers-Variables-Operators-Manipulators-Expressions-Control Structures.

Unit III:
Functions - Main Function - Function Prototyping - Inline Functions - Friend and Virtual Functions-Parameters Passing in Functions-Values Return by Functions.

Unit IV:
Classes and Objects; Constructors and Destructors; and Operator Overloading and Type Conversions - Type of Constructors - Function overloading.

Unit V:

RECOMMENDED TEXTS:
1. Practical on simple C++ programs such as Factorial, Fibonacci series, sum and average.
2. C++ Program for largest and smallest in an array.
3. C++ program for sorting an array of numbers/alphabets using arrays.
4. Illustration of Function overloading.
5. Program for the implementation of operator overloading.
6. Friend function operations.
7. Practical on use of classes.
8. Illustration of objects in C++
10. Practical based on the concept of inheritance.
11. Implementation of Constructor and destructor
12. Implementation of Function overloading.
Core Paper XII - BUSINESS ENVIRONMENT

Objectives

1. To impart the knowledge of Business environment.
2. To enable the students to know the factors influencing the changes in the Business Climate.

UNIT I : Introduction

UNIT II : Political Environment
Meaning - Government and Business Relationship in India - Provisions of Indian Constitution pertaining to Business.

UNIT III : Social Environment
Meaning - Cultural heritage - Social attitudes - impact of foreign culture - Castes and Communities - Joint family systems - Linguistic and Religious groups - Types of Social Organization - Social Responsibilities of Business.

UNIT IV : Economic Environment

UNIT V : Global Environment

Suggested Readings
1. Sankaran.S., Business Environment
2. Francis Cherunilam, Business Environment, Himalaya Publishing House
3. Aswathappa, Business Environment, Himalaya Publishing House
4. Dasgupta & Sengupta, Government and Business in India.
5. Srinivasan.K., Productivity and social Environment, ASIA

E-Resources
www.businesscasestudies.co.uk
www.yourarticlelibrary.com
www.mbaofficial.com
www.mbaknol.com
Allied Paper IV - Elements of Operations Research

Objectives

1. To facilitate the understanding of the Concept of Operation Research.
2. To help the student to understand the various techniques of solving problems.

UNIT I : Introduction

UNIT II : Linear Programming Problem (LPP)
Meaning - Requirements - Assumptions - Applications - Formulating LPP - Advantages - Limitations - formulating LP Model (simple problems only)

UNIT III : Methods of LPP
Obtaining Optimal solution for Linear Programming Problem (LPP) - Graphical Method - Problems - Simplex Method for type of LPP & for Slack Variable Case - Maximization Function - Minimization Function (simple problems only)

UNIT IV : Transportation Problems
Meaning - (Initial Basic Feasible Solution) - Assumptions - Degenerate Solution - North-West Corner Method - Least Cost Method - Vogel's Approximation Method - Assignment Problems - Features - Transportation Problem Vs Assignment Problem - Hungarian Method (Simple problems only).

UNIT V : Game Theory
Meaning - Types of Games - Basic Assumptions - Finding value of game for Pure Strategy - Mixed Strategy - Indeterminate Matrix and Average Method - Graphical Method - Pure Strategy - Saddle Point - Pay off Matrix Value of game (simple problems only)

Note: Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings

E-resources
http://www.learnaboutor.co.uk/
http://www.theorsociety.com/
www.orcomplete.com/
http://www.orsi.in/
V SEMESTER

Core Subject : XIII - VISUAL BASIC PROGRAMMING

UNIT I

Data Types - String - Numbers - Variables - Text boxes - Labels - Creating controls
Tool box Name property
Command button - Access Keys - Image Controls \ message Boxes Grid Editing tools.

UNIT II

Displaying Information - Determinate Loops - Indeterminate Loops - Conditional
Built in Functions - Customizing a Form - Writing Simple programs.

UNIT III

Functions and procedures - Lists - Arrays - Control Arrays Combo Boxes - Grid
Control - Do Events and Sub Main

UNIT IV

Error Trapping - Event Handling - Module - Monitoring Mouse Activity - Dialog
Boxes - Common Controls - Menus

UNIT V

Error Trapping - MDI Forms - Database Connectivity using Data Control and DAO.

REFERENCE BOOKS:

Core Subject: XIV - VISUAL BASIC PRACTICALS

1) Develop a simple calculator
2) Event handling using wring timer control
3) Performing cascading windows operations (horizontal, vertical & tiles)
4) Changing the color, font and size of text.
5) Implementation of Drag and Drop events using images.
6) Payroll Processing
7) Inventory Management
8) E-Banking
9) Work Flow Applications
10) Electricity Bill
Core Paper XV - ELEMENTS OF COST ACCOUNTING

Objectives

No of Credits : 4
1. To make the students to know the Process of Accounting for Cost Elements.
2. To understand the advantages of Costing to the Stakeholders, Workers, Creditors and the Public.

Unit I : Cost Accounting

Unit II : Cost Sheet

Unit III : Material Costing

Unit IV : Labour Costing

Unit V : Overheads Costing
Overheads - Definition - Classification - Allocation and Apportionment of Overheads - Basis of Allocation - Absorbtion of Overheads - Preparation of Overheads Distribution Statement- Machine Hour Rate - Computation of Machine Hour Rate.

Note : Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings
2. Khanna, B.S. Pandey, I.M - Ahuja, G.K and Arora M.N., Practical Costing, S Chand & Sons
5. Prasad, N.K and Prasad, V.K, Cost Accounting, Book Syndicate

E-Resources
www.accountinglectures.com
www.accountingcoach.com
http://simplestudies.com/accounting-lectures.html
www.accountingstudyguide.com,
Core Paper XVI - FINANCIAL MANAGEMENT

Objectives

No of Credits : 4

1. To impart the basics of Financial Management for the benefit of Commerce students.
2. To enable the students to know the concepts of the Investment, Financing and Working Capital.

Unit I : Introduction

Unit II : Capital Structure

Unit III : Cost of Capital
Definition - Cost of Equity Capital - Cost of Preference Capital - Cost of Debt - Cost of Retained Earnings - Weighted Average (or) Composite cost of capital (WACC)

Unit IV : Dividend

Unit V : Working Capital

Note : Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings
1. I.M. Pandey, Financial Management, Vikas Publishing House
3. S.N. Maheswari, Financial Management, Sultan Chand & Sons
4. Y. Khan and Jain, Financial Management, Sultan Chand & Sons

E-Resources
www.cpdwise.com
www.simplilearn.com
www.findtutorials.com
www.studyfinance.com
ELECTIVE PAPER – I -1. WEB TECHNOLOGY.

Unit – I


Unit – II


Unit – III


Unit – IV


Unit – V


REFERENCE BOOKS :

ELECTIVE PAPER – I -2. ENTREPRENEURIAL DEVELOPMENT

Objectives

1. To make the students to understand the concept of Entrepreneurship and there work in life.
2. To enable the students to know the effectiveness of the Manpower in Entrepreneurship.

UNIT I : Concept of Entrepreneurship

Entrepreneurship - Meaning - Types - Qualities of an Entrepreneur - Classification of Entrepreneurs - Factors influencing Entrepreneurship - Functions of Entrepreneurs.

UNIT II : Entrepreneurial Development Agencies.


UNIT III : Project Management


UNIT IV - Entrepreneurial Development Programmes

Entrepreneurial Development Programmes (EDP) - Role, relevance and achievements - Role of Government in organizing EDPs- Critical evaluation.

UNIT V - Economic Development and Entrepreneurial growth


Suggested Readings

6. Gupta C B and Srinivasan NP, Entrepreneurial Development, Sultan Chand & Sons

E-resources

http://inventors.about.com/od/entrepreneur/
http://learnthat.com/tag/entrepreneurship/
www.managementstudyguide.com
www.quintcareers.com
www.entrepreneur.com
VI SEMESTER

Core Paper XVII - MANAGEMENT ACCOUNTING

Objectives

1. To enable the students to get knowledge about the various techniques of Management Principles.
2. To make the students to get practical skill in solving management problems.

Unit I: Introduction

Unit II: Financial Statement Analysis

Unit III: Ratio Analysis

Unit IV: Cash Flow Analysis & Marginal Costing

Unit V: Budgetary Control & Capital Budgeting Control.

Note: Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

Suggested Readings
1. Maheswari, S.N., Management Accounting, Sultan Chand & Sons
4. Sharma and Shashi K. Gupta, Management Accounting, Kalyani Publishers
6. Hansen - Mowen, Cost Management Accounting and Control, South Western College

E-Resources
www.accountingcoach.com
www.accountingstudyguide.com
www.futureaccountant.com
www.thestudentcpa.com
UNIT I

Introduction to electronic business - meaning - value chains - the Internet and the web - infrastructure for e-business

UNIT II

Web based tools for e - business - e - business software - overview of packages

UNIT III

Security threats to e - business - implementing security for e - commerce and electronic payment systems.

UNIT IV

Strategies for marketing, sales and promotion - B2C and strategies for purchasing and support activities - B2B - web auction virtual - web portals

UNIT V


REFERENCE BOOKS:

1. Garry P Schneider and James T Perry - Electronic Commerce, Course technology, Thomson Learning, 2000
2. Diwan, Prag and Sunil Sharma - E-Commerce - Managers guide to E-Business
3. Kosivr, David - Understanding E-Commerce
Core Subject : XIX - SOFTWARE PROJECT MANAGEMENT

UNIT I

Introduction - Defining a software development process - Identify the software model - Activities - Relationship among activities - document information on each activity - Tailoring - improving the process - Discipline - Need for Implementing discipline - Personality Traits - Management Tools.

UNIT II

Project Planning - Top down and bottom up planning Types of activity - Duration - Critical path

UNIT III

Project Tracking: Overview of project process - tracking meetings - Recovery plans

UNIT IV

Product requirements and specifications - Product requirements - Objectives - Customer problem solving Specification - Final product – Testing

UNIT V

Software Quality Assurance (SQA): Software quality and software quality assurance - Software reviews - Formal technical reviews - Software quality - Formal approaches to SQA - Software reliability - A software quality assurance approach

REFERENCE BOOKS:


3. Watts Humphrey - Managing Software Process, Addison Wesley
ELECTIVE – II - 1. WEB TECHNOLOGY PRACTICALS

1. Create a simple page introducing you, how old you are, what you do, what you like and dislike. Modify the introduction to include a bullet list of what you do and put list the 5 things you like most and dislike as numbered list Create another page about your favourite hobby, and link to (and from) your main page. Center something and put a quote on one of your pages.

2. Put an existing image on a web page. Create a table, use a heading an; at least one use of row span/col span, colour a page and some text with a page. link to another site.

3. Create a new file called index, html.
   - Put the normal HTML document structure tags in the file. Give it a title.
   - At the bottom of page (i.e the last thing between the tags) put the following
     - A horizontal rule.
     - A link to your email address (with your name between the tags); remember to put the link to your email address within address tags.
     - A line break.
     - The date (I have this same structure of the bottom of this page.
   Above this block (which is called the footer), put a title in heading tags.

   Add some text describing yourself (you can split this into multiple headings and paragraphs as you wish).

4. Write a script to create an array of 10 elements and display its contents.

5. Write a function in JavaScript that takes a string and looks at it character by character.

6. Create a simple calculator using fields. Have two fields for number entry & one field for the result. Allow the user to be able to use to use plus, minus, multiply & divide.

7. Create a document and add a link to it. When the user moves the mouse over the link, it should load the linked document on its own. (User is not required to click the link).

8. Create a document, which opens a window without a toolbar, address bar or a status bar that unloads itself after one minute.


   10. Add a Cascading Style sheet for designing the web page.
Elective II- 2.SPSS & TALLY ACCOUNTING PACKAGE

(i) STATISTICAL & ACCOUNTING APPLICATION PACKAGE

(Lab Based Practical Paper)

Computerized Accounting - Tally Accounting Software

UNIT I
Tally-origin- General Features- Accounting features-Inventory feature-Starting TALLY Start up screen component-Processing icons –Multilingual feature of TALLY- Quit TALLY

UNIT II
Company creation –creating, selecting, deleting, shutting a company –altering company details- changing data directory –auto selection of company

UNIT III
Pre defined groups in TALLY- Primary groups-sub groups- creation of user defined primary groups – display- alteration of groups-Ledger Accounts-creations, display, alteration, deletion

UNIT IV
Tally vouchers-Meaning-Payment vouchers-Receipt vouchers-entering, deleting, Canceling, printing a voucher- Post dated vouchers

UNIT V
Security Control- Meaning, need- creation, Display, alteration of security –TALLY Audit- features-conduct

Recommended Text Books:
1. Tally Bible by V. Sundaramoorthy
2. Tally – V. Palanivel , Margham Publications, Chennai
(ii) SPSS - STATISTICAL PACKAGE FOR SOCIAL SCIENCES

1. Construction of Frequency tables
   (a) Univariate Frequency tables
   (b) Cross-Tabulation

2. Graphical representation of Data
   (a) Bar diagram – Simple Bar diagram, Multiple Bar Diagram,
      Sub divided Bar Diagram,
   (b) Histogram
   (c) Pie Diagram

3. Calculation of Measures of Central Tendencies
   (a) Mean, Median and Mode
   (b) Geometric mean

4. Calculation of Methods of Dispersion
   (a) Standard Deviation
   (b) Quartiles
   (c) skewness
   (d) Kurtosis

5. Calculation of Correlation Coefficient
   (a) Karl Pearson’s Correlation Coefficient
   (b) Spearman’s Rank Correlation Coefficient

6. Calculation of Regression Trend
   (a) Trend Line

7. Test of Significance for Single and two Samples – Large Sample Test (Z-Test)
   (a) Test for Mean
   (b) Test for Proportion
   (c) Test for Standard Deviation

8. Test of Significance for Single and two Samples – Small Sample Test (t-Test, F-test)
   (a) Test of Mean
   (b) Test of Variances

9. Non-Parametric Test
   (a) One-Way Chi-square test (test for Homogeneity)
   (b) Two-Way Chi-square test (test for Attributes)
10. Test of Homogeneity of Means for more than 2 samples
   
   (a) One–Way ANOVA
   
   (b) Two–Way ANOVA

Recommended Text Books:

1. SPSS for Beginners, 1999 Vijay Gupta, Published by VJBooks Inc.

Elective Paper - III:
PROJECT WORK (GROUP)

No of Credits : 5

A Group of 3 students will be assigned a Project in the beginning of the Final year. The Project Work shall be submitted to the College 20 days before the end of the Final year and the College has to certify the same and submit to the University 15 days prior to the commencement of the University Examinations.

The Project shall be evaluated externally. The External Examiner shall be from the Panel of Examiners suggested by the board of Studies from time to time.

Those who fail in the Project Work will have to redo the Project Work and submit to the College for External examination by the University.

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AC.F’16