

Code – MJ-4	Course – ACCOUNTING AND FINANCIAL MANAGEMENT			
Sem – III	L – 60	T – 0	P – 0	C – 4
Marks Scheme – F.M. 100 (75 End Sem Exams + 25 Sem Internal Theory exams)				

Course Objective: Efficient management of a business enterprise is closely linked with the efficient management of its finances. Accordingly, the objective of the course is to acquaint the students with the overall framework of financial decision - making in a business unit.

Course contents:

PART – A	
Unit 1	<p>(Accounting) (10 Classes) Accounting process and principles, Financial, Cost and Management accounting. Elements of book keeping, Subsidiary Books, Journal entry, cash book, Ledger, trial balance, profit and loss accounts, final accounts of proprietary and partnership concern and balance sheet. Concept of Hire purchase system (basic problems)</p>
PART – B	
Unit 2	<p>Financial Management (10 Classes) Meaning, scope, objective of financial management --- profit vs. Wealth maximization. Financial management and other areas of management --- finance function. Sources of financing: classification of sources of finance, security financing, loan financing, project financing.</p>
Unit 3	<p>Concept in valuation (6 Classes) Valuation concepts, valuation of securities viz., debentures, preference shares and equity shares</p>
Unit 4	<p>Capital Structure: (12 Classes) Meaning, capital structure and financial structure, pattern of capital structure, optimum capital structure, capital structure theories, factors determining capital structure, capital structure practices in India. Cost of capital: concept, important, classification and determination of cost of capital. Leverages: concept, types of leverages and their significance</p>
Unit 5	<p>Capital Budgeting (8 Classes) Nature of investment decisions, investment evaluation criteria, net present value, internal rate of return, comparison between NPV and IRR.</p>
Unit 6	<p>Working Capital Management (8 Classes) Concept, management of cash, management of inventories, management of accounts receivable and accounts payable, over and under trading..</p>
Unit 7	<p>Inventory Management (6 Classes) Objectives of inventory management. Dividend, bonus and rights: Dividend policy, relevance and irrelevance concepts of dividend, corporate dividend practices in India.</p>

[Note: Distribution of Questions between Problems and Theory of this paper must be 25:75 i.e., Problem Questions: 25 % & Theory Questions: 75 %]

Text books: -

1. Maheshwari S.N., "Financial management ", principles and practice, sultan chand & sons, 9th edition 2004.
2. Khan M.Y, jain P.K., " financial management ", tata McGraw hill, 2001,3rd edition.
3. Pandey I. M., "financial management " , vikas publishing house, revised ed., 2003
4. Hampton, joh. J, financial decision making, Prentice hall of india, 4th edition, 1998.

Code – MJ-5	Course – BUSINESS ETHICS			
Sem – III	L – 60	T – 0	P – 0	C – 4
Marks Scheme – F.M. 100 (75 End Sem Exams + 25 Sem Internal Theory exams)				

Course Objectives: The course aims to acquaint participants with the basic concepts and standards of Business Ethics and Corporate Social Responsibility (CSR), and to develop their skills in identification, analyses and permission of ethical dilemmas on workplace.

Course Contents:

Unit 1	Introduction (8 Classes) Ethics in business - meaning & concept; nature of business ethics, source of ethics, myths about ethics, important of ethics in business, ethical dilemma, current issue in corporate ethics
Unit 2	Principles & Model of Ethical Issues (10 Classes) Moral standards & ethical decision making; consequentialist & Non - consequentialist principles; egoism, utilitarianism, right & justice principles; trusteeship theory of Mahatma Gandhi.
Unit 3	Value & Ethics (10 Classes) Ethical & unethical behaviour, benefits of managing Ethics in organization, essential features, types & relevance of value in ethical business; importance of values in formulation of an ethical organization.
Unit 4	Code of ethics (10 Classes) Meaning and concept; conditions for making codes effective, code of conduct, establishing priority between norms & beliefs, the ethical responsibilities of senior management.
Unit 5	Applied Ethics (12 Classes) Organizational moral standards, Managing ethics in organization, Anti-corruption behavior (Corruption: term definition. Index of Perception of Corruption. Corruption consequences. Risk factors and typical signs of corruption, how to identify the corruptions zones. Prevention measures, anti-corruption programs and strategy.
Unit 6	Corporate social responsibility of business (5 Classes) Historical background, meaning & concept, why business should assure social responsibility, changing vies of management's responsibility, the social responsibility of business involves ethics.
Unit 7	Corporate governance (5 Classes) Meaning & concept, basic ingredients for good governance, reasons for recent interest in corporate governance, role of codes (CII, SEBI etc.), and promoting value based governance in organization.

Text book:

1. Kaur, tripat; Values & ethics in management, galgotia publishers.
2. Chakraborty, S.K.; Human values for managers
3. Chakraborty, S.K.; Ethics in management: A vedantic perspective, oxford university press.
4. Business ethics & managerial values - S. K. bhatia

MINOR COURSE UNDER

“BACHELOR OF BUSINESS ADMINISTRATION” (BBA) PROGRAMME

Code – MN – 1B	Course – ORGANISATIONAL BEHAVIOUR			
Sem – III	L – 60	T – 0	P – 0	C – 4
Marks Scheme – F.M. 100 (75 End Sem Exams + 25 Sem Internal Theory exams)				

Course Objectives:

The course aims to provide an understanding of basic concepts, theories and techniques in the field of human behaviour at the individual, group and organizational levels in the changing global scenario.

Course Contents:

Unit-1	Introduction: (9 Classes) Concept, Nature and Significance of Organizational behaviour; Contributing disciplines to the field of O.B.; O.B. Models; Need to understand human behaviour; Challenges and Opportunities.
Unit-2	Individual & Interpersonal Behaviour: (12 Classes) Biographical Characteristics; Ability, Values; Attitudes-Formation, Theories, Organization related attitude, Relationship between attitude and behaviour; Personality–determinants and traits; Emotions; Motivation and Leadership, Learning-Theories and reinforcement schedules, Perception–Process and errors.
Unit-3	Group Behaviour & Team Development: (14 Classes) Concept of Group and Group Dynamics; Types of Groups; Formal and Informal Groups; Stages of Group Development Theories of group Formation; Group Norms, Group Cohesiveness; Group Think and Group Shift. Group Decision Making; Inter Group Behaviour; Concept of Team Vs. Group; Types of teams; Building and managing effective teams.
Unit-4	Organization Culture and conflict management (12 Classes) Organizational Culture- Concept, Functions, Socialization; Creating and sustaining culture; Managing Conflict – Sources, types, process and resolution of conflict; Managing Change; Managing across Cultures; Empowerment and Participation, Organizational Development.
Unit-5	Leading High performance: (13 Classes) Job design and Goal setting for High performance- Quality of Work Life, Socio technical Design and High-performance work practices - Behavioral performance management: reinforcement and punishment as principles of Learning – Process of Behavioral modification - Leadership theories - Styles, Activities and skills of Great leaders

Text Books:

1. Prasad, L.M; Organisational Behaviour, Sultan Chand & Sons,2003.
2. Stephen P., Robbins; Organisational Behaviour; “Prentice Hall of India Pvt. Ltd.”, New Delhi, 2003.
3. Luthans, Fred, Organisational Behaviour, Tata McGraw Hill, New Delhi, 2003.
4. Chhabra, T.N. & Singh, B.P., Organisational Behaviour, Sultan Chand & Sons.
5. Khanka, S.S.; Organisational Behaviour, Sultan Chand and Sons, New Delhi.
6. Joseph, Weiss; Organisational Behaviour and Change, Vikas Publishing house, 2004

AEC-III Language Through Literature - I

SEMESTER- III (2 Credits – 50 marks)

Course Level Learning Outcomes

- To use literature as a medium to teach/learn grammar, reading, spelling, vocabulary, writing mechanics, creative writing and thinking skills
- To strengthen contextual understanding of the language through texts relevant to specific disciplines and offer scope for imaginative involvement and self-expression
- To stimulate interest in acquiring twenty first century skills
- To engage in self-assessment activities for self-development
- To help absorb the values, ethics and attitudes of life and culture expressed in literature

Course Content

Essays

Humanities vs Sciences	<i>S. Radhakrishnan</i>
Wings of Fire (An Extract)	<i>A. P. J. Abdul Kalam</i>
On the Rule of the Road	<i>A. G. Gardiner</i>
The Muse in the Machine	<i>John Thornhill</i>
Facebook Is Making Us Miserable	<i>Daniel Gulati</i>
One World One Culture	<i>Kenneth J. Pakenham, Jo McEntire, Jessica Williams</i>
Portion Size is the Trick!!	<i>Ranjani Raman</i>

Source Books:

Confluence, Edited by KN Sobha, Cambridge University Press

Semester Examination and distribution of marks:-

End Semester Examination (ESE): 50 Marks

Group A

1. **Ten** Objective Type Questions (**1 x 10 = 10**) [MCQs not to be set]
2. **Two** Short Answer Type Questions (**5 x 2 = 10**)
(Two questions to be answered out of a choice of Four)

Group B

- Three** Long Answer Type Questions (**10 x 3 = 30**)
(Three questions to be answered out of a choice of Six)

JHARKHAND NEP, FYUGP 2022-23 ONWARDS

MAJOR IN SOCIOLOGY



Revised Curriculum and Credit Framework for the Four-Year Undergraduate Programmes (FYUGP). As per Provisions of NEP-2020, implemented from the Academic Year 2022-23 onwards (KU Ref.No.KU/R397/23 dated-14/03/23)

KOLHAN UNIVERSITY, CHAIBASA, JHARKHAND

Revised Courses of Study for Four Year Undergraduate Programme 2022-23, Major in Sociology

w.e.f. 2022-23 Academic Year

Major in Sociology

Revised Draft Syllabus

Kolhan University, Chaibasa, Jharkhand

Semester wise Course Code, Paper name and Credit Points

Jharkhand, NEP, FYUGP 2022-23 onwards							
Table 6: Semester wise Course Code and Credit Points for Single Major:							
Semester	Common, Introductory, Major, Minor, Vocational & Internship Courses		Credits	F.M	P.M	Internal Exam.F.M.	University Exam.F.M.
	Code	Papers					
I	AEC-1	Language and Communication Skills (MIL-1)(Modern Indian Language including TRL) Hindi(50 Marks)	2	50	20	No Internal Exam	50
	VAC-1	Value added Course-1 Section-A- Understanding India Section-B- Environmental Science	2+2 =4	50 50	20 20	No Internal Exam	50 50
	SEC-1	Skill Enhancement Course-1 Digital Education	3	75	30	No Internal Exam	75
	MDC-1	Multi-disciplinary Course-1 Basic concepts Sociology	3	75	30	No Internal Exam.	75
	MN-1A	Minor from Discipline-1 Basic concepts Sociology	4	100	40	25	75
	MJ-1	Major paper 1 Introduction of Sociology	4	100	40	25	75

Semester-1 total Credits=20

For all Semesters=160 Credits

Semester-I

Multi-disciplinary Course-1

Course Code- MDC-1

Full Marks: 75

End Sem. University Exam-75

Pass Marks: 30

No Internal Examination

Credit-3

Paper Name - Basic Concept in Sociology

Course Objective:-The course will help the students to understand the meaning of basic concept of Sociology and how to realise this. By the end of course the student will be able to conceptualize, contextualise and problematize.

Learning outcome:-Student learn the epistemological basis of different types of knowledge basic Sociological Concept. of Sociology, Relationship of other social science, Society, Community, institutions, AssIt possible through this course to be successfull in various complete examination.

UNIT-I

(10 Class)

Sociology: Nature, scope and significance and growth of sociology; Relationship with History, Economics, Political Science, Anthropology and psychology.

UNIT-II

(15 Class)

Basic concepts: Society, community, Institution, Association, Social Structure, Culture, Status & Role, Norms and Values.

UNIT-III

(05 Class)

Social Groups & Processes: Definition, Nature and type of groups- Primary secondary, in group-out group

UNIT-IV

(15 Class)

Social institution: Marriage, Family, Economy, Polity Kinship and Religion; Their Functions and features.

Readings:

Ahuja ram (2001): **Indian Social System**, New Delhi; Rawat Publication.

Ahuja ram (2003): **Society in India**, New Delhi; Rawat Publication.

Bottomore, T.B (1972): Sociology: A Guide to Problems and Literature, Bombay: George Allen and Unwin (India).

Fulcher & Scott (2003): **Sociology**, New York: Oxford University Press.

Giddens, Anthony (2005) **Sociology**, Polity Press.

Harlambos, M. (1998): **Sociology: Themes and Perspectives**, New Delhi Oxford University Press.

Harlambos & Holborn (2000): **Sociology**, London: Harper- Collins.

Inkeles, Alex (1987): **What is Sociology?** New Delhi: Prentice- Hall of India.

Jonson, Harry M. (1995): **Sociology: A Systematic Introduction**, New Delhi: Allied Publications.

KOLHAN UNIVERSITY, CHAIBASA

DEPARTMENT OF STATISTICS

Proposed Syllabus for FYUGP, NEP-2020

(Effective from Academic Year-2022-23 onwards)

(Semster-1)

Multi-Disciplinary Course- (MDC)-Introduction to Statistics

Credits: Theory: 03 (Full marks: 75, Pass Marks: 30)

Unit I

Introduction: Definition and scope of Statistics, concepts of statistical population and sample. Scales of measurement -nominal, ordinal, interval and ratio. Variables and attributes, Diagrammatical Representation of Data, Summarization of Data: Frequency Distribution and Graphical Presentation.

Unit II

Measures of Central Tendency: mathematical and positional. Measures of Dispersion: range, quartile deviation, mean deviation, standard deviation, coefficient of variation, moments, measures of skewness and kurtosis.

Unit III

Bivariate data: Definition, scatter diagram, simple correlation, rank correlation. Fitting of linear and quadratic regression using principle of least squares. Theory of attributes and consistency of data, independence and association of attributes, measures of association and contingency for 2x2 and 2xk contingency tables.

References:

1. Gun, A.M., Gupta, M.K. and Dasgupta, B. (2013). Fundamental of Statistics, Vol I, World Press, Kolkata.
2. Gun, A.M., Gupta, M.K. and Dasgupta, B. (2011). Fundamental of Statistics, Vol II, World Press, Kolkata.
3. Miller, I. and Miller, M. (2006). John E. Freund's Mathematical Statistics with Applications, (7th Edn.), Pearson Education, Asia.
4. Mood, A.M. Graybill, F.A. and Boes, D.C. (2011). Introduction to the Theory of Statistics, 3rd Edn., (Indian Edition), Tata McGraw-Hill Pub. Co. Ltd.

KOLHAN UNIVERSITY, CHAIBASA
FYUGP SEMESTER –III UNDER NEP
SEC-III (SKILL ENHANCEMENT COURSE)
Course Title: MATHEMATICAL & COMPUTATIONAL THINKING
AND ANALYSIS

Total Marks: 75
CREDITS: 03

Pass Marks: 30
Total Lecture: 45 Hours

UNIT I: Logic: Introduction, Statement, Truth value of a statement, Negation of a statement, Compound or mixed statements. Logical Connectives and Tautologies, Implications / Conditional statements, Converse statement, Positive statement, Validating statement.

(10 Lecture hours)

UNIT II: Elementary Arithmetic: Number System and Rapid Method of Calculation, Approximation, Decimalisation, Ratio, Proportion.

Advanced Arithmetic: Percentages, Simple Interest, Compound Interest, Surface areas and volumes.

(10 Lecture hours)

UNIT III: Mathematical Induction: Introduction, Motivation, The Principle of Mathematical Induction, Progression: Elementary idea of A.P., G.P., and H.P.

(10 Lecture hours)

UNIT IV: Statistics: Definition of Statistics, Characteristics of Statistical data, Nature of Statistics, Limitation of Statistics, Collection of data, Diagrammatic presentation of data, Calculation of frequency distribution.

Measures of Central Tendency: Mean, Median, Mode, Quartiles, Deciles and percentiles.

Measures of dispersions: Range, Inter-quartile range, Quartile Deviation, Mean Deviation, Standard Deviation.

Measures of Skewness, Correlation, Probability.

(15 Lecture hours)

Suggested Books:

1. “Mathematical and Computational Thinking and Analysis”: Dr R. K. Tiwary, Dr. Y. K. Mishra & Dr. B. N. Gupta.
 2. “Arithmetic”: Lalji Prasad. Students’ Friends.
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