

Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore
Shri Vaishnav School of Management

Choice Based Credit System (CBCS) in Light of NEP-2020
BBA+MBA - IV SEMESTER (2021-2024)

BBAI 402 FUNDAMENTALS OF FINANCIAL MANAGEMENT

COURSE CODE	CATEGORY	COURSE NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		L	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBAI402	CC	Fundamentals of Financial Management	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC- Core Course

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objective

The objective of this course is to help the student acquire the basic knowledge of interpretations of financial statement and methods for efficient management of funds of an entity with special reference to corporate form of business organization


Examination Scheme


The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 24 Marks and consist of three questions, out of which student will be required to attempt any two questions. Section B will comprise of five questions, out of which student will be required to attempt any three cases / problems worth 36 marks.

Course Outcomes

1. Understand the role and importance of a financial manager
2. Identify and evaluate the alternative sources of business finance
3. Discuss and apply working capital management techniques
4. Understand the factors influencing cost of capital and calculating cost.
5. To take decisions on capital structure and evaluate the financial viability of investments


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			THEORY			PRACTICAL			L	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*					
BBA1402	CC	Fundamentals of Financial Management	60	20	20	-	-	3	-	-	3	

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC- Core Course

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

COURSE CONTENT

Unit I: Introduction

1. Concept, Nature, Scope of Financial Management
2. Function and Objectives of Financial Management.
3. Basic Financial Decisions: Investment, Financing and Dividend Decisions.

Unit II: Analysis and Interpretation of financial tools

1. Liquidity, Profitability, Solvency and Efficiency through learning computation
2. Analysis and interpretation of various tools of financial analysis
3. Preparation of Fund Flow Statement as per Accounting Standard and its Analysis

Unit III: Leverage Analysis

1. Developing the Concept of Leverage in Finance.
2. Computation and inferences of Degree of Operating Leverage,
3. Financial Leverage and Combined Leverage.


Unit IV: Capital Budgeting


1. Concept and Computation of Time Value of Money
2. Pay Back Period (PBP)
3. Net Present Value (NPV)
4. Average Rate of Return
5. Internal Rate of Return (Only Simple Problems)

Unit V: Management of Working Capital

1. Concepts, components, Determinants and need of Working Capital.
2. Computation of Working Capital for a Company


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BBA1402	CC	Fundamentals of Financial Management	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit; CC- Core Course
*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Suggested Readings


1. Chandra.Prasanna (2008), *Financial Management: "Theory and Practice"*. Tata McGraw-Hill Education, Latest edition
2. Khan M Y & Jain P K (2011), *Financial Management: Text, "Problems Cases"*, Tata McGraw - Hill Education, Latest edition
3. Pandey I.M.(2015), *Financial Management*, Vikas Publication House, Latest edition
4. Brigham (2013), *Fundamentals of Financial Management*, engage Learning, Latest edition
5. Bose Chandra (2009), *Fundamentals of Financial Management*, PHI, Latest edition, Latest edition



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BBAI404 INTRODUCTION TO ORGANIZATIONAL BEHAVIOUR

COURSE CODE	CATEGORY	COURSE NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		L	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBAI404	CC	Introduction to Organizational Behaviour	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC - Core Course
*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objective

The objective of the course is to familiarize the students with Organisational, Group and Individual Behaviour. The course also educates the students the concept and theories of Motivation, Leadership and Teamwork.

Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 36 Marks and consist of 5 questions, out of which student will be required to attempt any three questions. Section B will comprise of one or more cases / problems worth 24 marks.

Course Outcomes


1. To describe human behavior and that of others in an organizational setting.
2. To examine important aspects of group/team processes and manage them.
3. To demonstrate ability to manage, lead and work with other people in the organization.

Unit I: Introduction to Organizational Behavior (OB)

1. Definition, Contributing Disciplines to the OB field,
2. Need and Importance of OB
3. Framework of Organizational Behavior
4. Challenges and Opportunities for OB


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BBAI404	CC	Introduction to Organizational Behaviour	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC- Core Course
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Unit II: Personality, Perception and Learning

1. Personality - Concept, Determinants, Personality Traits (MBTI & Big Five); Major Personality Attributes Influencing OB.
2. Perception – Definition Factors Affecting Perception, Errors in Perception
3. Learning - Concept, and Process
4. Personality – Types, Factors Affecting Personality

Unit III: Motivation

1. Concept, Process and Importance
2. Theories : Process and Content Theories
3. Applications to Management

Unit IV: Leadership


1. Leadership – Meaning – Importance
2. Role and functions of a leader
3. Leadership Approaches and styles
4. Leaders Vs Managers

Unit V: Group Behavior

1. Definition and classification of Groups
2. Process of Group Formation
3. Teams Vs Groups
4. Group decision making
5. Conflict Resolution Techniques


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			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBAI404	CC	Introduction to Organizational Behaviour	60	20	20	-	-	3	-	-	3

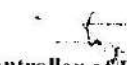
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*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Suggested Readings

1. Stephens, R., Judge, T. and Sanghi, S. (2011). *Organizational Behavior*. Pearson Education India, Latest Edition.
2. Newstorm, J. (2007). *Positive Organizational Behavior*. Sage Publications, 12 Edition.
3. Hitt, Millar, Colella (2006). *Organizational Behavior: A Strategic Approach*. John Wiley and Sons, Latest Edition.
4. Dwivedi R. S. (2001). *Human Relations and Organizational Behavior: A Global Perspective*. Macmillan, Latest Edition.
5. Greenberg, J. and Baron, R. (2008). *Behavior in Organizations*. Pearson Prentice Hall,


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BBAI405 FUNDAMENTALS OF OPERATIONS MANAGEMENT

COURSE CODE	CATEGORY	COURSE NAME	TEACHING & EVALUATION SCHEME						CREDITS		
			THEORY			PRACTICAL					
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*	L		T	P
BBAI405	CC	Fundamentals of Operations Management	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC - Core Course
 *Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objective

This course is aimed at introducing students with the basic concepts, theories and practices of production and operations functions. It focuses on the problems that frequently confront production/operations managers.

Examination Scheme

The internal assessment of the students' performance will be done out of 40 Marks. The semester Examination will be worth 60 Marks. The question paper and semester exam will consist of two sections A and B. Section A will carry 36 Marks and consist of 5 questions, out of which students will be required to attempt any three questions. Section B will comprise of one or more cases / problems worth 24 marks.


Course Outcomes


After successfully completing the course, a student would be able to appreciate various key functions of managing operations, as well as develop basic skills for major decision areas in Operations Management.

Unit I: Introduction

1. Nature and Scope of Production/Operations Management.
2. POM Relationship with other Systems in the Organisation.
3. Factors that affect System and Concept of Production and Operation Management.
4. Different types of Production/Operation Systems, Role, and Responsibilities of Production/Operations Manager
5. Basic differences between Manufacturing and Service operations


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			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BBA1405	CC	Fundamentals of Operations Management	60	20	20	-	-	3	-	-	3

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P - Practical; C - Credit; CC- Core Course
*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Unit II: Facilities Location

1. Importance of location decision and needs for it
2. Factors affecting plant Location decision
3. Basic location decision models – Break-Even Method, Factor Rating Method, Weighted Factor Rating Method, Load Distance Method, Centre of Gravity Model
4. Case Study.


Unit III: Facilities Layout

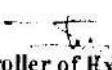
1. Introduction to Production Systems - Job Shop Production, Batch Production, Mass Production, Continuous Production and Flexible Manufacturing System
2. Concept and objectives of layout
3. Principles of Plant Layout
4. Basic classification of Layouts – Process Layout, Product Layout, Layout by Fixed Position, Group Layout/ Cellular Manufacturing
5. Case Study.

Unit IV: Material and Inventory Management

1. An overview of Material Management, Material Planning, and Inventory Control,
2. Concept and fundamentals of Material requirement planning (MRP)
3. Inventory Models(Classical EOQ, Model with Shortages), JIT,
4. Budgeting and Material Planning, Purchase Management,
5. Store Management, Safety Management, Case Study.


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BBA1405	CC	Fundamentals of Operations Management	60	20	20	-	-	3	-	-	3

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Unit V: Quality in Prod. & Ops Management

1. Definition, History of Quality, Quality Management
2. Concepts of Quality Assurance, Acceptance Sampling
3. Statistical Process Control
4. Control Charts: Control Limits, Central Tendency and Dispersion, \bar{X} chart and r-chart.
5. Total Quality Management, QMS and ISO Standards, Case Study.

Suggested Readings

1. Chary, S.N (2012). *Production and Operations Management*. McGraw Hills Education Pvt. Ltd..5th edition
2. Kumar, S. and Suresh, N. (2009). *Operations Management*. New Age International Publishers
3. Ashwathappa, K (2007). *Production and Operation Management*. Himalaya Publishing, Latest edition
4. Paneerselvam, R. (2013). *Production and Operations Management*. PHI Learning Private limited, Latest edition


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LL.B. (Hons.)

SEMESTER II

COURSE CODE	CATEGORY	COURSE NAME	L	T	P	CREDITS	TEACHING & EVALUATION SCHEME				
							THEORY		PRACTICAL		
							END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*
LLB203	DC	LAW OF CRIMES-II: CRIMINAL PROCEDURE CODE	4	0	0	4	60	20	20	0	0

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

***Teacher Assessment** shall be based following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

Course Objectives:

1. To teach basic provisions of criminal procedure code, trial procedures of juvenile and adults, etc.
2. To teach the provision of bail, appeals, reference, review, revision, inherent power.

Course Outcomes: After completion of this course the students are expected to be able to:

3. Understand the provisions of criminal procedure code, trial procedures of juvenile and adults, etc.
4. To demonstrate the provision of bail, appeals, reference, review, revision, inherent power.

Syllabus:

UNIT-I: Introduction

- The rationale of criminal procedure: the importance of fair trial, The constitutional perspectives
- Pre- trial Process: Arrest
- The distinction between cognizable and non- cognizable offences: relevance and adequacy problems
- Steps to ensure accused's presence at trial: warrant and summons
- Arrest with and without warrant (Section 70-73 and 41)
- The absconder status (section 82, 83, and 85)
- Right of the arrested person Right to know ground of arrest (section 50(1), 55,75)
- Right to be taken to magistrate without delay (section 56,,57)
- Right to not being detained for more than twenty- four hours (section 57): Vis-a-vis Article 22 (2) of the constitution of India



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LL.B. (Hons.)

SEMESTER II

- Right to consult legal practitioner, legal aid and the right to be informed about rights to bail.
- Right to be examined by a medical practitioner (section 54)

Search and Seizure (Pre-trial Process)

- Search warrant (section 83, 94, 97, 98) and search without warrant
- Police search during investigation (section 165, 166, 153)
- General principles of search (section 100)
- Seizure (section 102)
- Constitutional aspects of validity of search and seizure proceedings

UNIT II: Pre-trial Process F.I.R.

- F.I.R. (section 154)
- Evidentiary value of F.I.R. (see section 145 and 157 of Evidence Act)

Pre-trial Process: Magisterial Powers to Take Cognizance

- Commencement of proceedings- (section 200, 201, 202)
- Dismissal of complaints (section 203, 204)
- Bail: concept, purpose: constitutional overtones
- Bailable and non- bailable offences (section 436, 437, 438)
- Cancellation of bail (section 437 (5))
- Anticipatory bail (section 438)
- Appellate bail powers (section 389 (1), 395 (1), 437 (5))
- General principles concerning bond (section 441 - 450)

UNIT III: Fair Trial

- Conception of fair trial
- Presumption of innocence
- Venue of trial
- Right of the accused to know the accusation (section 221- 224) and accusation be held in the accused's presence
- Right of cross- examination and offering evidence in defence: the accused statement
- Right to speedy trial

Charge

- Framing of charge
- Form and content of charge (section 211, 212, 216)
- Separate charge for distinct offence (section 218, 219, 220, 221, 223)
- Discharge – pre- charge evidence



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SEMESTER II

Preliminary Pleas to Bar the Trial

- Jurisdiction (section 26, 177- 189, 461, 462, 479)
- Time limitations: Rationale and scope (section 468 - 473)
- Pleas of autrefois acquit and autrefois convict (section 300, and Art 22d)
- Estoppel
- Compounding of offences
- Trial before a Court of Sessions: Procedural Steps and Substantive Rights
- Summary Trial (Sec 260-265)

UNIT IV: Judgment

- Form and content (section 354)
- Post-conviction orders in lieu of punishment (section 360, 361, 31): emerging penal policy (Plea Bargaining)
- Compensation and cost (section 357,358)
- Modes of providing judgement (section 353, 362, 363)

UNIT-V: Appeals, Reference & Revision

- No appeal in certain cases (section 372, 375, 376)
- The rationale of appeals, review, revision
- The multiple ranges of appellate remedies
- Appeal before Supreme Court of India and High Courts (section 374, 379) and (Article 31,132, 134, 136 of constitution of India)
- Appeal to Sessions Court (section 374)
- Special right to appeal (section 380)
- Government appeal against sentencing (section 377, 378)
- Judicial power in disposal of appeal (section 368)
- Legal aid in appeals
- Revisional jurisdiction (section 397- 405)
- Transfer of cases (section 406, 407)

References:

1. Ratanlal & Dhirajlal, Criminal Procedure, Lexis Nexis Butterworths Wadhwa, Nagpur, 2012
2. S.C. Sarkar, The Law of Criminal Procedure, Wadhawa & Co. , Nagpur, 2007
3. K.N. Chandrasekharan Pillai, R.V. Kelkar's Lectures on Criminal Procedure, Eastern Book Company, 2013
4. K.N. Chandrasekharan Pillai, Criminal Procedure, Eastern Book Company, 2004
5. Aiyer, Mitter, Law of Bails- Practice and Procedure, Law Publishers(India) Pvt. Ltd.
6. P.V. Ramakrishna, Law of Bail, Bonds, Arrest and Custody, Lexis Nexis, 2008
7. P.K. Majumdar, Law of Bails, Bonds and Arrest, Orient Publication, 2012
8. Justice P.S. Narayana, Code of Criminal Procedure, ALT Publications, 2012
9. Bare Act of Code of Criminal Procedure, 1973



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SEMESTER II

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							THEORY		PRACTICAL		
							END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*
LLB204	DC	LAW OF EVIDENCE	4	0	0	4	60	20	20	0	0

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Course Objective:

1. To teach basic principles of evidence law.
2. To teach the provision of examination in chief, cross examination and re-examination.

Course Outcomes: After completion of this course the students are expected to be able to:

1. Understand the concepts of evidence law.
2. To demonstrate the provisions of examination in chief, cross examination and re-examination.

Syllabus:

UNIT I: Introductory

- The main features of the Indian Evidence Act 1861
- Applicability of Evidence Act
- Administrative Tribunals
- Industrial Tribunals
- Commissions of enquiry
- Court- Martial

Central Conceptions in Law of Evidence

- Facts: section 3 definition: distinction - relevant facts/facts in issue
- Evidence: oral and documentary
- Circumstantial evidence and Direct evidence
- Presumption
- “Proving” “not proving” and “disproving”
- Witness
- Appreciation of evidence



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SEMESTER II

UNIT-II: Facts: Relevancy

- The Doctrine of res- gestae
- The problems of relevancy of “otherwise” irrelevant facts (section ii)
- Facts concerning bodies and mental state

Admission and Confessions

- General principles concerning admission
- Differences between “admission” and “confession”
- Non- admissibility of confessions caused by “any inducement, threat or promise”
- Inadmissibility of confession made before a police officer
- Admissibility of custodial confessions
- Admissibility of “information” received from accused person in custody; with special reference to discovery based on “joint statement”
- Confession by co-accused
- The problems with the judicial action based on a “retracted confession”

UNIT-III: Dying Declarations

- The justification for relevance of dying declarations
- The judicial standards for appreciation of evidentiary value of dying declarations
- Conclusive Evidence

Relevance of Judgments

- Admissibility of judgments in civil and criminal matters
- “Fraud” and “Collusion”.

Expert Testimony

- Who is an expert? : types of expert evidence
- Opinion on relationship especially proof of marriage
- Judicial defence to expert testimony

UNIT IV: Oral Documentary Evidence

- General principles concerning oral evidence, Primary / Secondary evidence.
- General principles concerning documentary evidence.
- General principles regarding exclusion of oral by documentary evidence, public & private documents.
- Special problems: re-hearing evidence
- Estoppel

Witness Examination and cross Examinations

- Competency to testify
- State privilege



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LL.B. (Hons.) SEMESTER II

- Professional privilege
- Approval testimony
- General principles of examination and Cross examination
- Leading questions
- Lawful questions in Cross-examination
- Re-examination
- Compulsion to answer questions put to witness
- Hostile witness
- Impeaching of the standing or credit of witness

UNIT V: Burden of Proof

- General principles conception of onus-probans and onus-probandi
- General and special exceptions to onus probandi
- The justification of presumption and of the doctrine of judicial notice
- Justification as to presumption as to certain offences
- Presumption as to dowry
- The scope of the doctrine of judicial notice

Estoppel

- Why estoppel? The rationale
- Tenancy Estoppel
- Estoppel, res-judicial and waiver and presumption
- Question of corroboration
- Improper admission and of witness in civil and criminal cases

References:

1. Sarkar and Manohar, (1999), evidence Wadhwa & Co. Nagpur
2. Indian Evidence Act, 1872 (Amendment up to date)
3. Dhirajlal, Ratanlal. (1994), Law of Evidence Wadhwa & Co. Nagpur
4. Polein, Murphy. Evidence (51h Reprint 2000), Universal Delhi
5. Albert S. Osborn, The Problem Proof (First Indian Reprint 1998). Universal Delhi
6. Avtar Singh, Principles of Law of evidence (1992), Central Law Agency, New Delhi



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Choice Based Credit System

2nd YEAR, SEMESTER IV

LLB402- FAMILY LAW-II

COURSE CODE	CATEGORY	COURSE NAME	L	T	P	CREDITS	TEACHING & EVALUATION SCHEME				
							THEORY			PRACTICAL	
							END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*
LLB402	DC	FAMILY LAW-II	4	0	0	4	60	20	20	0	0

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C – Credit

*Teacher Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in class (Given that no component shall be exceed 10 Marks)

Course Educational Objectives (CEO's): The student will be:

- **CEO1:** Understands basic principles of Muslim Law like Nikah, Talaq etc.
- **CEO2:** Understand the procedure of various deeds, waqf, Shariat, Inheritance and Succession
- **CEO3:** Deploy a range of subject specific, cognitive and transferable skills
- **CEO4:** Evaluate the appropriateness of different approaches to solving well defined problems and communicate outcomes in a structured and clear manner
- **CEO5:** Examine the law according to prescribed provisions

Course Outcomes (CO's): The student will be able to:

- **CO1:** Examines and compares personal laws and gain skills of thinking, analysis, written and verbal presentation of ideas of argument
- **CO2:** To demonstrate the provisions of various deeds, wakf, shariat, inheritance and succession.
- **CO3:** Identify and discuss the relationship between personal and workplace experience and
- **CO4:** Analyse findings from books and journals and other data drawn from the field of study.
- **CO5:** Apply a systematic approach to the acquisition of knowledge, underpinning concepts, and principles

COURSE CONTENT:

UNIT-I: Muslim Law

1. Origin and development of Muslim Law

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2. Who is Muslim?
3. Conversion to Islam
4. Nature and History of Mohammedan law
5. Schools of Muslim law and sources of Muslim law

UNIT II: Marriage

1. Kind of Marriage, (Nikah) (Muta Marriage)
2. Option of Puberty
3. Divorce
4. Dissolution of Marriage
5. Marriage Act, 1939
6. Mehr (Dowry)

UNIT III: Guardianship

1. Guardianship – Elements, Types
2. Maintenance – liability

UNIT IV: Will, Gift and Wakf

1. Wills
2. Gift
3. Doctrine of musha and pre-emption,
4. Wakf

UNIT V: Parentage and Inheritance

1. Parentage and acknowledgement
2. Succession and Death bed transaction

References:

Bare Acts:

1. Muslim Personal Law (Shariat) Application Act, 1937
2. The Muslim Women (Protection of Rights on Marriage) Act, 2019

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Books:

1. Diwan, Paras. (2016). *Muslim Law in Modern India*, Prayagraj: Allahabad Law Agency
2. Khan, I, Ali. (2021). *Aquil Ahmed Mohammedan Law*, Prayagraj: Central Law Agency
3. Warner, B. (2010). *Sharia Law for Non-Muslims*. CSPI Online publishing

Case-Reporters:

1. All India Reporter
2. Supreme Court Cases
3. Manupatra Database

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