



Shri Vaishnav Vidyapeeth Vishwavidyalaya

B.Com., LL.B. (Hons.)

SEMESTER I

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*
HU101	DC	FOUNDATION ENGLISH	3	0	2	4	60	20	20	0	20

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. Develop the second language learners' ability to enhance and demonstrate LSRW Skills.
2. Enable students to acquire English Language Skills to further their studies at advanced levels.
3. Prepare students to become more confident and active participants in all aspects of their undergraduate programs

Course Outcomes:

1. Enhance confidence in their ability to read, comprehend, organize, and retain written information.
2. Write grammatically correct sentences for various forms of written communication to express oneself.

Syllabus:

UNIT I

Communication: Nature, Meaning, Definition, Process, Functions and importance, Characteristics of Business Communication Verbal and Non Verbal Communication Barriers to Communication.

UNIT II

Listening: Process, Types, Difference between Hearing and Listening, Benefits of Effective Listening Barriers to Effective Listening, Overcoming Listening Barriers, and How to Become an Effective Listener

UNIT III

Basic Language Skills: Grammar and usage- Parts of Speech, Tenses, S-V Agreement, Preposition, Article, Types of Sentence, Direct - Indirect, Active - Passive voice, Phrases & Clauses.



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UNIT IV

Business Correspondence : Business Letters, Parts & Layouts of Business Letter, Resume and Job application , Application Calling/ Sending Quotations/ Orders/ Complaints. E-mail writing

UNIT V

Précis Writing, Noting: The Purpose of Notes, Methods of Note-Taking, General Principles of Good Notes. Drafting: Notice, Agenda and Minutes. Advertisement: Importance, Types, Various Media of Advertising. Slogan Writing.

Practical:

- Self Introduction
- Reading Skills and Listening Skills
- Linguistics and Phonetics
- Role play
- Oral Presentation – Preparation & Delivery using Audio – Visual Aids with stress on body language and voice modulations.

References:

1. Ashraf Rizvi. (2005). *Effective Technical Communication*. New Delhi: Tata Mc Graw Hill
2. A.J. Thomson and A.V. Martinet (1991). *A Practical English Grammar* (4th ed). Newyork: Ox- ford IBH Pub.
3. Kratz, Abby Robinson (1995). *Effective Listening Skills*. Toronto: ON: Irwin Professional Publishing.
4. Adair, John (2003). *Effective Communication*. London: Pan Macmillan Ltd.



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BCOM101	DC	BUSINESS ORGANIZATION AND MANAGEMENT	4	0	0	4	60	20	20	0	0

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

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Course Objective:

The course aims to provide basic knowledge to the students about the organization and management of a business enterprise.

Course Outcomes:

1. Understand the major functions of management viz. Planning, Organizing, Staffing and controlling.
2. Describe the differentiation between small and medium enterprises.
3. Develop a general management perspective.

Syllabus:

UNIT I: Foundation of Indian Business

- Manufacturing and service sectors
- Small and medium enterprises
- India's experience of liberalization and globalization.
- 'Make in India' Movement.
- E-commerce.

UNIT II: Business Enterprises

- Forms of Business Organization
- Sole Proprietorship, Joint Hindu Family Firm
- Partnership firm, Joint Stock Company, Cooperative society
- Limited Liability Partnership
- International Multinational Corporations.

UNIT III: Management and Organization

- The Process of Management: Planning; Decision-making; Strategy Formulation
- Organizing: Basic Considerations



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- Departmentation – Functional, Project, Matrix and Network
- Delegation and Decentralization of Authority
- Groups and Teams

UNIT IV: Leadership, Motivation and Control

- Leadership: Concept and Styles
- Trait and Situational Theory of Leadership
- Motivation: Concept and Importance; Maslow Need Hierarchy Theor
- Herzberg Two Factors Theory.
- Communication: Process and Barriers

UNIT V: Functional Areas of Management

- Marketing Management
- Marketing Concept; Marketing Mix
- Product Life Cycle; Pricing Policies and Practices
- Financial Management: Concept and Objectives
- Sources of Funds – Equity Shares, Debenture

References:

1. Basu, C. R. (2008). Business Organization and Management, McGraw Hill Education.
2. Buskirk, R.H., et al; Concepts of Business: An Introduction to Business System, Dryden Press, New York.
3. Chhabra, T.N. (2008). Business Organisation and Management, Sun India Publications, New Delhi,
4. Gupta, C.B (2006), Modern Business Organisation, Mayur Paperbacks, New Delhi
5. Jim, Barry, John Chandler, Heather Clark; Organisation and Management, Cengage Learning.
6. Kaul, V.K. (2010). Business Organisation and Management, Pearson Education, New Delhi
7. Koontz and Wehrich (2006), Essentials of Management, McGraw Hill Education.



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BBAI102	DC	PRINCIPLES OF FINANCIAL ACCOUNTING	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 Objective:

1. To implant basic accounting knowledge as applicable to business.
2. Also to guide students about importance of Financial Accounting.

Course Outcomes:

1. Understand the major functions of accounting.
2. Describe Practical Implication of principals of accounting.
3. Develop a understanding of key features of Accounting
4. Use analytical skills for calculating various problems related to day-to-day finance.

Syllabus:

UNIT I: Introduction to Accounting

- Basics of Accounting
- Accounting Mechanics
- Classification
- Concepts and Conventions
- Indian Accounting Standards

UNIT II: Journal and Ledger

- Journal: Meaning and Advantages
- Ledger meaning
- Posting and Balancing

UNIT III: Trial Balance

- Trial Balance
- Objectives, defects, locating errors and preparations of TIB



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UNIT IV: Final Accounts

- Trading Account
- Profit and Loss Account
- Forms of Balance Sheet
- Assets and their Classification, Liabilities and their Classification
- Uses and Limitations
- Expenditure

UNIT V: Depreciation

- Meaning, Determinant Factors
- Methods (straight line and diminishing balance) and Significance

References:

1. Tulsian, P.C. and Tulsian, B. (2016). Financial Accounting. S Chand Publications.
2. Shukla. S.M. (2019). Financial Accounting. Sahitya Bhawan Publications
3. Rajasekaran, V. and Lalitha, R. (2010). Financial Accounting. Pearson Publications
4. Hanif, M. and Mukherjee, A. (2018). Financial Accounting. McGraw Hill Publications
5. Arora, M.N., Achalpathi S. and Brinda, S.(2018). Financial Accounting. Taxmann's
6. Sehgal, D. (2018). Financial Accounting. Vikas Publishing House, New Delhi.



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BBAI104	DC	PRINCIPLES OF MICRO ECONOMICS	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 become familiar with the basics of Economic system and the process of economic reforms.
2. To Guide students importance of Economics in Modern Business.

Course Outcomes:

1. Understand microeconomics concepts like demand, consumer behaviour and consumption function.
2. Understand the relationships across different microeconomic variables.

Syllabus:

UNIT I: Nature and Scope of Managerial Economics

- Meaning and Characteristics
- Scope of Micro Economics for Managerial purpose
- Economics in Business Decision Making

UNIT II: Demand

- Determinants of Demand
- Law of Demand-Demand Curve
- Elasticity of Demand and its types and Measurement

UNIT III: Theory of Consumer Behaviour

- Cardinal and Ordinal Utility Theory
- Consumer's equilibrium, income consumption curve
- Price consumption curve, income and substitution effects of normal goods

UNIT IV: Demand Forecasting and Theory of Production

- Purpose, Techniques



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- Production Function (meaning)
- Law of Diminishing Returns
- Three stages of Production in Short Run

UNIT V Theory of Cost and Market Structure

- Types of Cost Curves
- Economies and Diseconomies of scale
- Perfect Competition
- Monopoly
- Monopolistic Competition

References:

1. Dholakia and Oza(2012). *Microeconomics for Management Students*. Oxford University Press:New Delhi. Latest Edition.
2. Dwivedi, D. N (2009). *Managerial Economics*. Vikas Publishing House: New Delhi..
3. Samuelson and Nordhaus (2009).*Economics*. Tata-McGraw Hill: New Delhi. Latest Edition
4. Udipto Roy. *Managerial Economics*. Asian Book: Kolkata. Latest Edition.
5. Varshney and Maheshwari(2009). *Managerial Economics*. Sultan Chand and Sons: New Delhi, Latest Edition.



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LLB101	DC	LAW OF TORTS INCLUDING MV ACT AND CONSUMER PROTECTION LAWS	4	0	0	4	60	20	20	0	0

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***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 tortious Acts objectives of tort nature and scope etc.
2. To teach Doctrine of Sovereign Immunity, Negligence, Nuisance and the provision of Consumer Protection Act.

Course Outcomes:

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

1. Understand the concepts of tortious liability and defences.
2. To demonstrate the Various Maxims of tort, negligence, nuisance and rights of consumers.

Syllabus:

UNIT I: Evolution of Law of Torts

England - Forms of action, specific remedies from case to case, India - principles of justice equity and good conscience-unmodified, character- advantages and disadvantages

Definition, Nature, Scope and Objects of Tort

A wrongful act- violation of duty imposed by law, duty which is owed to people generally (in rem) - damnum sine injuria and injuria sine damnum-doctrine and applicability, Tort distinguished from crime and breach of contract and trusts, The contract of unliquidated damages, Changing scope of law of torts : expanding character of duties owed to people generally due to complexities of modern society, Objects-prescribing standards of human conduct, redressal of wrongs by payment of compensation, proscribing unlawful conduct by injunction.



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UNIT II: Justification in Tort

- Volenti non fit injuria
- Necessity, private and public
- Plaintiffs default
- Act of God
- Inevitable accident
- Private defense
- Statutory authority
- Judicial and quasi-judicial acts
- Parental and quasi-parental authority
- Extinguishment of liability in certain situations

UNIT III: Doctrine of sovereign immunity and its relevance in India

- Vicarious Liability
- Torts against persons and personal relations
- Defamation
- Parental relations, master and servant relation
- Malicious prosecution, wrongful confinement
- Wrongs affecting property
- Trespass to land
- Constitutional torts and Public liability for victim's compensation.

UNIT IV: Negligence

- Basic concepts
- Theories of negligence
- Contributory negligence
- Special situations of negligence – Hazardous Substance and Machinery product liability, liability towards ultimate transferee.

Nuisance

- Definition essentials and types
- Acts of obstructions (view and formation of queues)
- Absolute and Strict liability
- Legal remedies
- Award of damages
- Injunction
- Extra-legal remedies



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UNIT V: Consumer Protection Act

- Concept and definition of Consumer and service
- Unfair trade practices
- Supply of essential commodities and services
- Enforcement of consumer rights

Motor Vehicles Act

- Types of Accident, At road intersections, collision, involving children, excessive speed, in floods, pedestrian, Running over cyclist and Hit and run case.
- Compensation and Right to Just Compensation.
- Claims and Claim Tribunal – Composition, Powers, Procedure and appeal against its orders.
- Liability – Insurance company, Third Party, Vicarious Liability Fault and no Fault liability, Right to fixed compensation. Motor Vehicle Amendment Act, 2019.

References:

1. Salmond and Heuston (2000). On the Law of Torts. Universal: Delhi.
2. Basu, D.D. (1982). The Law of Torts. Kamal: Calcutta.
3. Gandhi, B.M. (1987). Law of Tort. Eastern Book Company: Lucknow.
4. Pillai, P.S.A. (2008). The law of Tort. Eastern Book Company: Lucknow.
5. Ratanlal and Dhirajal (1997). The Law of Torts. Universal: Delhi.



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LLB102	DC	LAW OF CONTRACT - I (GENERAL CONTRACT)	4	0	0	4	60	20	20	0	0

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

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Course Objectives:

1. To teach basic principles of general contract, contractual obligations etc.
2. To teach the provision of Specific Relief Act.

Course Outcomes:

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

1. Understand the concepts of common laws and Indian laws of contract and contractual obligations thereof.
2. To demonstrate the provisions of specific relief Act.

Syllabus:

UNIT I: Introduction

- History and nature of contracted obligations
- Agreement and contract: definitions, elements and kinds of contract.
- Proposal and acceptance
- Consideration
- Theories of Contract

UNIT II: Capacity to contract

- Free consent
- Undue Influence
- Misrepresentation
- Fraud
- Mistake
- Unlawful considerations and objects
- Fraudulent.



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UNIT III: Void and void able agreements

- Injurious to person or property
- Immoral
- Against public policy
- Void and void able agreements
- Contract without consideration
- Agreements in restraint of marriage, trade etc
- Contingent contract, Wagering contract and its exception.

UNIT IV: Contractual obligations

- Contractual obligations – remedies, discharge of
- Damages, remoteness of damages, ascertainment of damages
- Government Contracts.
- Quasi Contract - Obligations

UNIT V: Specific Relief Act

- Specific performance of contract and Specific Relief Act
- Contract that can be specifically enforced & that cant be enforced
- Persons against whom specific enforcement can be ordered
- Rescission and cancellation of contracts and documents
- Injunctions, temporary, perpetual, Mandatory, Obligatory
- Declaratory Decree
- Discretion and powers of court

References:

1. Beasten (1998). Anson's Law of Contract. Universal: Delhi.
2. Atiya, P.S. (1992). Introduction to the Law of Contract 1992 reprint (Clare don Law Series).
3. Singh, A. (2000). Law of Contract. Eastern: Lucknow.
4. Cheshire, Fifott and Furmston (1992). Law of Contract. Butterworth: London.
5. Nair, M.K. (1998). Law of Contracts. Orient Longman: Jaipur.
6. Triltet, G.H. (1997). Law of Contracts. Sweet & Maxwell: United Kingdom
7. Abhichandani, R.K. (1999). Pollock & Mulla on the Indian Contract and the Specific Relief Act. Tripathi: Bombay.
8. Banerjee, S.C. (1998). Law of Specific Relief. Universal: Delhi.
9. Saharay, H.K. (2000). Dutt on Contract 1872. Universal: Delhi
10. Anand and Iyer (2017). Commentary on The Specific Relief Act 1963. Universal: Delhi
11. Rai, K. (2019). Contract I & Specific Relief Act. Edition: 4th. Central Law Publication: Allahabad.