Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore

BBA-RURAL MANAGEMENT – II SEMESTER (20-23)

BCom201 BUSINESS LAW

SUBJECT CODE	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
		THEORY			PRACTICAL		L	T	P	CREDITS
		END SEM University Exam	Two Term Exam	Assessment*	END SEM University Exam	Assessment*				
BCom201	Business Law	60	20	20	-	-	4		-	4

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 exceed more than 10 marks.

Course Objectives

1. The objective of the course is to acquire the students various laws, which are to be observed in performing the day-to-day business.
2. To help them develop abilities and skills required for the applications of business law.

Course Outcomes

1. Demonstrate understanding of business legislation
2. Apply the concept of business law in business operations
3. Develop an understanding of the linkages of business law and other functions of an organization.

COURSE CONTENT

Unit I: Concept of Law and Indian Contract Act, 1872

1. Indian Contract Act, 1872– Contract defined, Elements of valid contract
2. Classification of contracts
3. Performance of Contracts
4. Agreements
5. Termination of contracts
6. Breach of contract and its remedies

Unit II: Companies Act, 1956

1. Nature and kinds of companies
2. Formation, Memorandum, Articles, Prospectus
3. Appointment of Directors
4. Winding up of companies

Unit III: Sale of Goods Act, 1930 and Consumer Protection Act, 1986
1. Classification of goods
2. Conditions and Warranties
3. Passing of ownership rights
4. Rights of an unpaid seller
5. Salient features and objectives of the Consumer Protection Act, 1986
6. Different Consumer redressal Forums

Unit IV Negotiable Instruments Act, 1881
1. Definition and characteristics of different types of negotiable instruments
2. Parties to a negotiable instrument and their capacity
3. Dishonor of cheques
4. Crossing of cheques, Bank drafts and Banker's cheques

Unit V: Information Technology Act 2000 and IPR
1. Object and Scope of the IT Act
2. Digital Signature
3. Cyber Laws
4. Patents
5. Trademarks
6. Copyright

Suggested Readings

1. Saha Ray H.K. (2016*). Law of Contracts*. Eastern Law Book House, Latest Edition.

2. Gogna P. P. S. (2003). *A Textbook of Business and Corporate Law*. S. Chand and Company, Latest Edition.

3. Bulchandani K. R. (1984**). Business Law**. Himalaya Publishing, Latest Edition.

4. Singh Avtar (2006). *Principles of Mercantile Law*. Eastern Book Company, Latest Edition.

5. Bose Chandra (2008). *Business Laws*. Prentice Hall India, Latest Edition.

6. Kumar (2009). *Legal Aspect of Business*. Cengage Learning, Latest Edition.

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BBAI202 PRINCIPLES OF STATISTICS

SUBJECT CODE	SUBJECT 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*				
BBAI202	Principles of Statistics	60	20	20	-	-	4		-	4

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 exceed more than 10 marks.

Course Objectives
1. To acquaint the students with basic mathematical tools used in management.
2. To Guide students about the importance and utility of Statistics in Business.

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. Demonstrate understanding of basic statistical concepts
2. Structure business problems in a mathematical form
3. Apply the statistical concepts learnt to other business concepts and
4. Validate mathematical/statistical statements relating to economics, business and finance

COURSE CONTENT

Unit I: Basic Ideas in Statistics
1. Definition, Function and Scope of Statistics

2. Collection and Presentation of Data.
3. Classification, Frequency Distribution

Unit II: Measures of Central Tendency and Variation
1. Mean, Median, Mode
2. Range, Co-efficient of Variation
3. Standard Deviation

Unit III: Correlation and Regression Analysis
1. Methods of Studying Correlation for Grouped and Ungrouped Frequency Distribution.
2. Equation of Regression Lines

Unit IV: Time Series Analysis
1. Time Series and its Components
2. Linear and Non-linear Trend
3. Seasonal Variations and Irregular Variations and their Measurements.

Unit V: Probability
1. Definition of Probability, Conditional Probability
2. Dependent and Independent Events
3. Addition and Multiplication Rule of Probability

Suggested Readings
1. Anderson, Sweeney, William, Camm (2014). *Statistics for Business and Economics*. Cengage Learning. Latest Edition.
2. Gupta S. P. (2014).*Statistical Methods*. Sultan Chand and Sons.Latest Edition.
3. Das, N.G. (2008). *Statistical Methods*. M. Das and Co.Kolkata.Latest edition.
4. Aczel and Sounderpandian (2008). *Complete Business Statistics*. Tata-McGraw Hill. Latest Edition.
5. Levin and Rubin (2008). *Statistics for Management*. Dorling Kindersley Pvt Ltd. Latest Edition.

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BBAI203 PRINCIPLES OF COMPUTER APPLICATIONS

SUBJECT CODE	SUBJECT 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*				
BBAI203	Principles of Computer Applications	60	20	20	-	-	4		-	4

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 exceed more than 10 marks.

Course Objective

The course provides students a fundamental understanding of information systems concepts and their role in contemporary business. At the end of this course students should be able to participate in information systems development as an informed person

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. Gain familiarity with the concepts and terminology used in the development, implementation and operation of business computer applications.
2. Investigate emerging technology in shaping new processes, strategies and business models.
3. Achieve hands-on experience with productivity/application software to enhance business activities.
4. Work with simple design and development tasks for the main types of business systems.

COURSE CONTENT

Unit I: Introduction to Computers
   1. Definition and Concept of Computers
   2. Hardware of a Computer System
   3. Software: Definition and Types of Software

Unit II: Introduction to Operating System
   1. DOS: External and Internal Commands
   2. WINDOWS 10 : Basic Operations, utilities and features.

Unit III: Introduction to Software and Internet Elements
   1. World Wide-Internet operations.
   2. Data and Information-meaning and concept

Unit IV: Office Automation Application –I
   1. MS –Word: Introduction, Menu Bar, Standard Tool Bar/ Ribbon, Editing and Formatting Options
   2. MS-Excel: Introduction, Menu Bar, Standard Tool Bar/ Ribbon, Editing and Formatting Options, Formula Bar

Unit V: Graphics and Presentation
   1. Introduction to MS-Power-point
   2. Menu Bar, Standard Tool Bar/ Ribbon, Editing and Formatting Options,
   3. Inserting Objects: Picture, Audio, Video and Creating Slide Show Effects and Animations

Suggested Readings

   1. Sinha, P.K., Sinha, P. (1982).*Foundation of Computing.* BPB Publications. Latest Edition.
   2. Turban, Rainer and Potter (2004). *Introduction to Information Technology.* John Wiley and sons. Latest Edition.
   3. O'Brien, J. (2005). *Introduction to Information Systems.* McGraw Hill. Latest Edition.

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BBAI204 PRINCIPLES OF MACRO ECONOMICS

SUBJECT CODE	SUBJECT 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*				
BBAI204	Principles of Macro Economics	60	20	20	-	-	4		-	4

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 exceed more than 10 marks.

Course Objectives
1. To generate understanding of the macroeconomics and impart knowledge of the function.
2. Students should be able understand Concepts of Income and Insurance.

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. Deep understanding of National Income and Investment function.
2. Will demonstrate phases of trade cycle.

COURSE CONTENT

Unit I: National Income
1. Meaning, Definition and importance of Macro Economics
2. National Income: Meaning, Definitions:

3. National Income, GNP and NNP, GDP and NDP, Personal Income (PI),

Unit II: Theories of Employment
1. Classical theory of employment – Say's law of markers
2. Keynesian theory of employment
3. Consumption function – APC, MPC
4. Factors influencing consumption function
5. Investment function – MEC and Rate and Rate of Interest

Unit III: Money and Theories of Money
1. Meaning, functions and classification of Money
2. Classification of Money
3. Theories of Money – Fisher's quantity theory of Money

Unit IV: Trade Cycle and Inflation
1. Trade cycles – Meaning and definition
2. Phases of a trade cycle – Inflation – Definition
3. Types of Inflation – Causes and effects of inflation – Measures to control inflation.

Unit V: Banking, Stock Market and Insurance
1. Functions of Commercial banks – The process of credit creation
2. Meaning, functions and importance of Stock
3. Market – Primary and Secondary Markets

Suggested Readings
1. Mittal, A. (2011).*MacroEconomics*. Taxman's. Latest Edition.

2. Dwivedi, D.N (2005).*Macroeconomics: Theory and Policy*. Tata McGraw Hill.Latest Edition.

3. Gupta, G. (2004).*Macroeconomics: Theory and Applications*. Tata McGraw Hill.

4. Shapiro, E. (1982).*Macro Economic Analysis.* Harcourt Brace Jovanovich, Latest Edition.

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BBARM307 RURAL INSTITUTIONS, PLANNING AND DEVELOPMENT

SUBJECT CODE	SUBJECT 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*				
BBARM307	Rural Institutions, Planning and Development	60	20	20	-	-	4		-	4

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 exceed more than 10 marks.

Objectives:

1. To facilitate the students to understand Rural Development Programs and their impact
2. To create awareness among students about Institutional framework to support Rural development study, research and documentation
3. To help students explore major development and welfare programs implemented
4. To assist students in understanding the scope and significance of rural development
5. To create awareness of good practices in rural development governance among students

Learning Outcomes:

At the end of the course, the student will be able to

1. Analyse the impact of rural development programs
2. Demonstrate knowledge about the importance and working of institutional framework
3. Discuss the major development and welfare programs
4. Explore and analyse the scope of rural development

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5. Comprehend the good practices in rural development governance

Course Content:

Unit 1: Rural Development

Rural Development – Meaning- Concept- Objectives- Need- Indicators- Approaches- Strategies Planning: Definitions- Meaning- Need- Types- Steps; Theories and Techniques of Planning; Introduction to Rural Planning- Rural Planning Challenges and Opportunities; Role and importance of planning for development.

Introduction to Decentralised and Participatory Plan Concepts- role and importance. Methodologies for participatory planning. Issues in decentralized participatory planning: organizational issues and capacity building in participatory planning; Devolution of power- Functions- functionaries and finance for decentralized; Rural development in 5 yrs plan

Transaction Methodology: Case analysis and discussion

Unit2: Process of Planning at Different Levels

Multi Level Planning; different levels of planning. Situation analysis at deferent levels- data requirements data source- data interpretation- for situation analysis- identification of challenges setting up of goals and objective- priority fixation strategies

Plan Formulation: Resource mobilization- machinery for planning- capacity building of the planning machinery- interlink age among the levels and integration of planning higher level plan formulation- implementation and evaluation. District Plan- Block Plan and Gram Panchayat Plan (GPDP)

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Transaction Methodology: Role play, Group discussion and presentation

Unit3: Institutions for Rural Development Planning

Structure- Functions and Role in Rural Development - National level Institutions: Planning Commission as well as NitiAyog; Ministry of Rural Development- Ministry of Panchayati Raj- NIRD&PR- CAPART and NABARD - State Level Institutions: State Planning Board- State Institute of Rural Development - District & Other Level Institutions: District Planning Committee; Panchayati Raj Institutions - Community Based Institutions. Provisions of the Panchayats Extension to the Scheduled Areas (PESA)

Transaction Methodology: Classroom teaching and discussion

Unit4: Major Development and Welfare Programs

History of Rural development Programme – CDP- NFFW; Self-Employment Programme – IRDP- SGSY- national Rural Livelihood Mission- SPM-national Rurban Mission- DDY- Grameen Kausal Yojana Wage Employment Programme- Employment Assurance Scheme (EAS); Jahar Rojgar Yojana (JRY);

Mahatma Gandhi National Rural Employment Guarantee Program (MGNREGS); Public Distribution System (PDS)- Sarva Siksha Abhiyan(SSA) National Rural Livelihood Mission (NRLM)- Pradhan Mantri Awaas Yojana- Gramin (PMAY-G)- Swachh Bharat Mission (SBM)- National Health Mission (NHM)- Swajaldhara- Pradhan Mantri Grameen Sadak Yojana (PMGSY)- Integrated Wasteland Development Program (IWDP)- Provisions of Urban Amenities in Rural Areas (PURA)-

PPP as well as CSR Initiatives in Rural Development- RURBAN mission-National Social Assistant Programme (NSAP)- Saamsad Adarsh Gram Yojana (SAGY)

Unit 5: Case Studies and Good Practices

Sharing Best Practices in Rural Development, Nilokheri and Etawa Pilot Project - Individual models: Gandhi's Sevagram Experience & Tagore's Sriniketan Experience; Ralegaon Siddhi experiments of Anna Hazare and impact on rural development - Tarun Bharat Sangh experiment of Rajendra Singh and its impact - Nandigram experiment of Gandhi Vichar Parishad, A Case Study of Rural Development Programmes In India, Other Relevant Case Studies related to Rural development

Transaction Methodology: Case analysis and discussion

Suggested Readings:

1. Alam.M.A. (2012). *Planning and Rural Development* New Delhi: Rajat Publications.
2. Carlow, V.M, (2017). *Ruralism : The Future of Villages and Small Towns in an Urbanizing World.* JOVIS Publications: Berlin.
3. Government of India. (2012). *Greening Rural Development in India*. New Delhi: Ministry of Rural Development and UNDP.
4. Hodge, I & Peter, M. (2008). *Models of Rural Development and Approaches to Analysis Evaluation And Decision-Making. Économierurale.* 307. 10.4000 as well as economierurale.406.
5. Katar, S. (2009). *Rural Development – Principles, Policies and management.* New Delhi: Sage.
6. Prasad, B.K.(2003). Rural Development: Concept, Approach and Strategy, New Delhi: Sarup& Sons.