

# **B.Com. HONOURS**

## **LOCF SYLLABUS 2023**



Department of Commerce Honours  
School of Management Studies  
St. Joseph's College (Autonomous)  
Tiruchirappalli - 620 002, Tamil Nadu, India

### **Vision**

Forming globally competent, committed, compassionate and holistic persons, to be men and women for others, promoting a just society.

### **Mission**

- Fostering learning environment to students of diverse background, developing their inherent skills and competencies through reflection, creation of knowledge and service.
- Nurturing comprehensive learning and best practices through innovative and value-driven pedagogy.
- Contributing significantly to Higher Education through Teaching, Learning, Research and Extension.

### **Programme Educational Objectives (PEOs)**

1. Graduates will be able to accomplish professional standards in the global environment.
2. Graduates will be able to uphold integrity and human values.
3. Graduates will be able to appreciate and promote pluralism and multiculturalism in working environment.

### **Programme Outcomes (POs)**

1. Graduates will be able to comprehend the concepts learnt and apply in real life situations with analytical skills.
2. Graduates with acquired skills and enhanced knowledge will be employable/ become entrepreneurs or will pursue higher Education.
3. Graduates with acquired knowledge of modern tools and communicative skills will be able to contribute effectively as team members.
4. Graduates will be able to read the signs of the times analyze and provide practical solutions.
5. Graduates imbued with ethical values and social concern will be able to appreciate cultural diversity, promote social harmony and ensure sustainable environment.

### **Programme Specific Objectives (PSOs)**

On completion of the Programme, the Under Graduates will be able to:

1. Explain classical and contemporary concepts within multi-disciplines of commerce, Business, Accounting, Law, Finance, Marketing, and Auditing.
2. Apply the analytical skill acquired in Finance, Marketing and Human Resource domain to provide professional solutions to intricate business situations.
3. Employ effective communication, leadership, collaboration and networking skills to guide the decision process at individual and team levels.
4. Evaluate accounting, taxation, reporting, and compliance procedure of accounting firms as per industry requirements.
5. Illustrate ethical quotient and social responsibilities with respect for core human values in everyday activities.

## CONTINUOUS INTERNAL ASSESSMENT

### Categorizing Outcome Assessment Levels Using Bloom's Taxonomy

Level	Cognitive Domain	Description
K1	Remember	It is the ability to remember the previously learned concepts or ideas.
K2	Understand	The learner explains concepts or ideas.
K3	Apply	The learner uses existing knowledge in new contexts.
K4	Analyse	The learner is expected to draw relations among ideas and to compare and contrast.
K5	Evaluate	The learner makes judgements based on sound analysis.
K6	Create	The learner creates something unique or original.

### Question Paper Blueprint for Mid and End Semester Tests

Duration: 2 Hours			Maximum Marks: 60						
Section			K level*						Marks
			K1	K2	K3	K4	K5	K6	
A (no choice)			7						$7 \times 1 = 7$
B (no choice)				5					$5 \times 3 = 15$
C (either... or type)					3				$3 \times 6 = 18$
D (2 out of 3)	Courses with K4 as the highest cognitive level					2			$2 \times 10 = 20$
	Courses with K5 as the highest cognitive level wherein one question each on K4 and K5 is compulsory. (Note:K4 has two questions whereas, K5 has no choice.)					1	1		
	Courses with K6 as the highest cognitive level wherein one question each on K5 and K6 is compulsory. (Note: <b>Mid Sem:</b> K4 has two questions whereas, K5 has no choice; <b>End sem:</b> K5 has two questions whereas, K6 has no choice)					Mid Sem			
							End Sem		
						1	1	1	
Total									60

\* K4 and K5 levels will be assessed in the Mid semester test whereas K5 and K6 levels will be assessed in the End semester test.

**Question Paper Blueprint for Mid and End Semester Tests** *(For quantitative courses only)*

Section	Marks	K level
A	$9 \times 1 = 9$	K1
B	$3 \times 5 = 15$ (either...or)	K2 (Q. No. 10 & 11) K3 (Q. No. 12)
C	$2 \times 18 = 36$ (2 out of 3)	K4 (Q. No. 13 & 14) K5 (Q. No. 15 compulsory)
<b>Total Marks: 60</b>		

## SEMESTER EXAMINATION

## Question Paper Blueprint for Semester Examination

Duration: 3 Hours		Maximum Marks: 100						
Section		K level						Marks
		K1	K2	K3	K4	K5	K6	
A (no choice, two questions from each unit)		10						$10 \times 1 = 10$
B (no choice, two questions from each unit)			10					$10 \times 3 = 30$
C (either... or type, one question from each unit)				5				$5 \times 6 = 30$
D (3 out of 5, one question from each unit)	Courses with K4 as the highest cognitive level				3			$3 \times 10 = 30$
	Courses with K5 as the highest cognitive level wherein two K4 questions and one K5 question are compulsory. (Note: Three questions on K4 and two questions on K5)				2	1		
	Courses with K6 as the highest cognitive level wherein one question each on K4, K5, and K6 is compulsory. (Note: Two questions each on K4 and K5 and one question on K6)				1	1	1	
Total								100

**Question Paper Blueprint for Semester Examination** *(For quantitative courses only)*

Section	Marks	K level
A	$10 \times 1 = 10$	K1
B	$5 \times 6 = 30$ <i>(either...or)</i>	K2 ( <i>Q. No. 11 &amp; 12</i> ) K3 ( <i>Q. No. 13, 14 &amp; 15</i> )
C	$4 \times 15 = 60$ <i>(4 out of 5)</i>	K4 ( <i>Q. No. 16, 17 &amp; 18</i> ) K5 ( <i>Q. No. 19 &amp; 20</i> )
<b>Total Marks: 100</b>		

**Evaluation Pattern for Part IV One/Two Credit Courses**

Title of the Course	CIA	Semester Examination	Total Marks
Internship	100		100
<b>UG</b> Skill Enhancement Course (Non Major Elective) Foundation Course <b>PG</b> Ability Enhancement Course	$20 + 10 + 20 = 50$	50 (External member from the Department)	100
Value Education	50	50 (CoE)	100

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PROGRAMME PATTERN								
Course Details						Scheme of Exams		
Sem	Part	Course Code	Title of the Course	Hours	Credits	CIA	SE	Final
1	1	23UTA11GL01A	General Tamil -1	5	3	100	100	100
		23UFR11GL01	French -1					
		23UHI11GL01	Hindi -1					
		23USA11GL01	Sanskrit -1					
	2	23UEN12GE01	General English -1	5	3	100	100	100
	3	23UCR13CC01	<b>Core Course - 1:</b> Financial Accounting**	5	4	100	100	100
		23UCR13CC02	<b>Core Course - 2:</b> Organisation Management**	4	4	100	100	100
		23UCR13IS01	Internship (2 Weeks)	-	2	100	100	100
		23UCR13AC01	<b>Allied Course - 1:</b> Business Mathematics	5	3	100	100	100
	4	23UCR14FC01	<b>Foundation Course:</b> Communicative English	2	2	100	-	100
		23UCR14SE01	<b>Skill Enhancement Course - 1:</b> Corporate and Business Law - 1**	2	2	100	-	100
		23UHE14VE01	<b>Value Education 1:</b> Essentials of Humanity*	2	1	50	50	50
			<b>Total</b>	<b>30</b>	<b>24</b>			
2	1	23UTA21GL02	General Tamil - 2	4	3	100	100	100
		23UFR21GL02	French - 2					
		23UHI21GL02	Hindi - 2					
		23USA21GL02	Sanskrit - 2					
	2	23UEN22GE02	General English - 2	5	3	100	100	100
	3	23UCR23CC03	<b>Core Course - 3:</b> TallyPrime	3	3	100	100	100
		23UCR23CC04	<b>Core Course - 4:</b> Corporate and Business Law - 2**	4	4	100	100	100
		23UCR23CC05	<b>Core Course - 5:</b> Business Economics	4	4	100	100	100
		23UCR23AC02	<b>Allied Course - 2:</b> Business Statistics	6	4	100	100	100
	4	23UHE24VE02	<b>Value Education - 2:</b> Fundamentals of Human rights*	2	1	50	50	50
		23UHE24AE01	<b>Ability Enhancement Compulsory Course - 1:</b> Environmental Studies*	2	1	50	50	50
		-	Extra Credit courses (MOOC / Certificate courses) - 1	-	(3)			
			<b>Total</b>	<b>30</b>	<b>23(3)</b>			
3	1	23UTA31GL03	General Tamil - 3	4	3	100	100	100
		23UFR31GL03	French - 3					
		23UHI31GL03	Hindi - 3					
		23USA31GL03	Sanskrit - 3					
	2	23UEN32GE03	General English - 3	5	3	100	100	100
	3	23UCR33CC06	<b>Core Course - 6:</b> Financial Reporting -1**	5	5	100	100	100
		23UCR33CC07	<b>Core Course - 7:</b> Basics of Cost Accounting**	5	5	100	100	100
		23UCR33CC08	<b>Core Course - 8:</b> Business Analytics	3	3	100	100	100
		23UCR33IS02	Summer Internship	-	2	100	100	100
		23UCR33AO01A	<b>Allied Optional - 1:</b> Marketing Management	6	4	100	100	100
		23UCR33AO01B	<b>Allied Optional - 1:</b> Customer Relationship Management					
	4	23UHE34VE03A	<b>Value Education - 3:</b> Social Ethics - 1*	2	1	50	50	50
		23UHE34VE03B	<b>Value Education - 3:</b> Religious Doctrine - 1*					
		-	Extra Credit courses (MOOC / Certificate courses) - 2	-	(3)			
			<b>Total</b>	<b>30</b>	<b>26(3)</b>			

4	1	23UTA41GL04C	General Tamil - 4 வணிகத் தமிழ் (Business Tamil)	4	3	100	100	100
		23UFR41GL04	French - 4					
		23UHI41GL04	Hindi - 4					
		23USA41GL04	Sanskrit - 4					
	2	23UEN42GE04	General English - 4	5	3	100	100	100
	3	23UCR43CC09	<b>Core Course - 9:</b> Financial Reporting - 2**	5	4	100	100	100
		23UCR43CC10	<b>Core Course - 10:</b> Financial Management - 1**	5	5	100	100	100
		23UCR43CC11	<b>Core Course - 11:</b> Fundamentals of Marketing Analytics	3	3	100	100	100
		23UCR43AO02A	<b>Allied Optional - 2:</b> Research Methodology	6	4	100	100	100
		23UCR43AO02B	<b>Allied Optional - 2:</b> Modern Banking					
	4	23UHE44VE04A	<b>Value Education - 4:</b> Social Ethics - 2*	2	1	50	50	50
		23UHE44VE04B	<b>Value Education - 4:</b> Religious Doctrine - 2*					
		-	Extra Credit courses (MOOC / Certificate courses) - 3	-	(3)			
			<b>Total</b>	<b>30</b>	<b>23(3)</b>			
5	3	23UCR53CC12	<b>Core Course - 12:</b> Financial Management - 2**	4	4	100	100	100
		23UCR53CC13	<b>Core Course - 13:</b> Audit and Assurance**	4	4	100	100	100
		23UCR53CC14	<b>Core Course - 14:</b> Direct Taxation**	4	4	100	100	100
		23UCR53CC15	<b>Core Course - 15:</b> Governance, Risks and Ethics	3	2	100	100	100
		23UCR53CC16	<b>Core Course - 16:</b> Fundamentals of Financial Analytics	3	2	100	100	100
		23UCR53PW01	Project Work and Viva Voce	-	2	100	100	100
		23UCR53ES01A	<b>Discipline Specific Elective - 1:</b> Human Resource Management	5	3	100	100	100
		23UCR53ES01B	<b>Discipline Specific Elective - 1:</b> Labour Laws					
		23UCR53ES02A	<b>Discipline Specific Elective - 2:</b> Security Analysis	5	3	100	100	100
		23UCR53ES02B	<b>Discipline Specific Elective - 2:</b> Entrepreneurship in Practice					
	4	23USS54SE01	<b>Skill Enhancement Course - 2:</b> Soft Skills	2	1	100	-	100
		-	Extra Credit courses (MOOC / Certificate courses) - 4	-	(3)			
			<b>Total</b>	<b>30</b>	<b>25(3)</b>			
6	3	23UCR63CC17	<b>Core Course - 17:</b> Management Accounting**	5	5	100	100	100
		23UCR63CC18	<b>Core Course - 18:</b> Financial Services	5	4	100	100	100
		23UCR63CC19	<b>Core Course - 19:</b> Performance Management**	5	4	100	100	100
		23UCR63CC20	<b>Core Course - 20:</b> Goods and Services Tax**	5	4	100	100	100
		23UCR63CC21	<b>Core Course - 21:</b> Fundamentals of HR Analytics	3	2	100	100	100
		23UCR63ES03A	<b>Discipline Specific Elective - 3:</b> Strategic Management	5	3	100	100	100
		23UCR63ES03B	<b>Discipline Specific Elective - 3:</b> Economics for Finance					
	4	23UCR64SE02	<b>Skill Enhancement Course - 3 (WS):</b> Quantitative Aptitude	2	1	100	-	100
		-	Extra Credit courses (MOOC / Certificate courses) - 5	-	(3)			
			<b>Total</b>	<b>30</b>	<b>23(3)</b>			
2 - 6	5	23UCW65OR01	Outreach Programme (SHEPHERD)	-	4			
1 - 6			<b>Total (3 Years)</b>	<b>180</b>	<b>148</b>			

\*\*ACCA Subjects

\*- for grade calculation 50 marks are converted into 100 in the mark statements

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UTA11GL01A	General Tamil – 1	5	3

கற்றலின் நோக்கங்கள்				
தமிழ்ச் செவ்வியல் இலக்கியங்களையும் காப்பியங்களையும் மாணவர்கள் அறிந்துகொள்ளல்				
தமிழர் பேணி வளர்த்த அறம்சார் விழுமியங்களை மாணவர்கள் தம் வாழ்வில் பின்பற்றுதல்				
தமிழில் பக்திஇயக்கப் பங்களிப்பையும் பகுத்தறிவுச் சிந்தனை மரபையும் உணர்தல்				
மாணவர்கள் தம் எழுத்தாற்றலையும் மொழிப்புலமையையும் வளர்த்தெடுத்தல்				
போட்டித்தேர்வுகளை எதிர்கொள்ளும் வகையில் இலக்கணம், இலக்கியம் கற்றல்				

### அலகு I: தமிழ் இலக்கிய, இலக்கண வரலாறு அறிமுகம்

(15 மணி நேரம்)

#### 1. இலக்கணம் :

- அ. தொல்காப்பியம், இறையனார் களவியல் உரை , நம்பியகப் பொருள், புறப்பொருள் வெண்பா மாலை, நன்னூல், தண்டியலங்காரம், யாப்பருங்கலக்காரிகை- நூல்கள்
- ஆ. மொழிப் பயிற்சி- ஒற்றுப்பிழை தவிர்த்தல்
  - வல்லினம் மிகும் இடங்கள்
  - வல்லினம் மிகா இடங்கள்
  - ஈரொற்று வரும் இடங்கள்
  - ஒரு, ஓர் வரும் இடங்கள்
  - அது, அஃது வரும் இடங்கள்
  - தான், தாம் வரும் இடங்கள்

**பயிற்சி :** வல்லினம் மிகும் இடங்கள், மிகா இடங்கள் தவறாக வரும்வகையில் ஒரு பத்தி கொடுத்து ஒற்றுப் பிழை திருத்தி எழுதச் செய்தல்.

2. சங்க இலக்கியம் - எட்டுத்தொகை, பத்துப்பாட்டு
3. அற இலக்கியம் - பதினெண்கீழ்க்கணக்கு நூல்கள்
4. காப்பிய இலக்கியம் - ஐம்பெருங் காப்பியங்கள், ஐஞ்சிறு காப்பியங்கள், சமயக் காப்பியங்கள்
5. பக்தி இலக்கியமும் (பன்னிரு திருமுறைகள், நாலாயிர திவ்வியப் பிரபந்தம் -- பகுத்தறிவு இலக்கியமும் (சித்தர் இலக்கியங்கள், புலவர் குழந்தையின் இராவண காவியம்)

### அலகு II: சங்க இலக்கியம்

(15 மணி நேரம்)

#### எட்டுத்தொகை:

6. நற்றிணை-முதல் பாடல் -நின்ற சொல்லர்
7. குறுந்தொகை 3 ஆம் பாடல் -நிலத்தினும் பெரிதே
8. ஐங்குறுநூறு -நெல் பல பொலிக! பொன் பெரிது சிறக்க!' (முதல் பாடல் )-வேட்கைப் பத்து
9. கலித்தொகை- 51 - சுடர்த்தொடிக் கேளாய் -குறிஞ்சிக் கலி
10. புறநானூறு -189 தெண்கடல் வளாகம் பொதுமையின்றி, நாடா கொன்றோ -187

#### பத்துப்பாட்டு:

11. முல்லைப்பாட்டு (முழுவதும்)



### அலகு III: அற இலக்கியம்

(15 மணி நேரம்)

12. திருக்குறள் -அறன் வலியுறுத்தல் அதிகாரம்
13. நாலடியார்-பாடல்: 131 (குஞ்சியழகம்)
14. நான்மணிக்கடிகை-நிலத்துக்கு அணியென்ப
15. பழமொழி நானூறு- தம் நடை நோக்கார்
16. இனியவை நாற்பது- 37. இளமையை மூப்பு என்று

### அலகு IV: காப்பிய இலக்கியம்

(15 மணி நேரம்)

17. சிலப்பதிகாரம் – வழக்குரைகாதை
18. மணிமேகலை- பாத்திரம் பெற்ற காதை
19. பெரியபுராணம் - பூசலார் நாயனார்புராணம்
20. கம்பராமாயணம்- குகப் படலம்
21. சீறாப்புராணம் – மானுக்குப் பிணை நின்ற படலம்
22. இயேசு காவியம் -ஊதாரிப்பிள்ளை

### அலகு V: பக்தி இலக்கியமும், பகுத்தறிவு இலக்கியமும்

(15 மணி நேரம்)

#### 23. பக்தி இலக்கியம்:

- திருநாவுக்கரசர் தேவாரம் - நாமார்க்கும் குடியல்லேம் எனத் தொடங்கும் பாடல் மட்டும்
- மாணிக்கவாசகர் திருவாசகம் - நமச்சிவாய வாஅழக நாதன்தாள் வாழ்க முதல் சிரம்குவிவார் ஓங்குவிக்கும் சீரோன் கழல் வெல்க வரை
- பொய்கையாழ்வார்-வையந் தகளியா வார்கடலே
- பூதத்தாழ்வார்-அன்பே தகளியா
- பேயாழ்வார்-திருக்கண்டேன் பொன்மேனி கண்டேன்
- ஆண்டாள் – திருப்பாவை மார்கழித் திங்கள் (முதல் பாடல்)

#### 24. பகுத்தறிவு இலக்கியம் :

- திருமூலர் – திருமந்திரம் (270,271, 274, 275 285)
- பட்டினத்தார் -திருவிடை மருதூர் (காடே திரிந்து – எனத் தொடங்கும் பாடல் பா.எண்.279, 280)
- கடுவெளி சித்தர் - பாபஞ்செய் யாதிரு மனமே (பாடல் முழுவதும்)
- இராவண காவியம் – தாய்மொழிப் படலம் - 18. (ஏடுகை யில்லா ரில்லை முதல் - 22. செந்தமிழ் வளர்த்தார் வரை)

#### பாடநூல்

பொதுத்தமிழ்-1. (தமிழ் இலக்கிய வரலாறு-1), தமிழாய்வுத்துறை, தூய வளனார் தன்னாட்சிக் கல்லூரி, திருச்சிராப்பள்ளி, 2023

#### பார்வை நூல்கள்

1. வரதராசன்.மு. (2021) தமிழ் இலக்கிய வரலாறு, சாகித்ய அக்காதெமி.
2. விமலானந்தன். மது. ச. (2019). தமிழ் இலக்கிய வரலாறு, முல்லை நிலையம்.
3. தமிழண்ணல். (2022). புதிய நோக்கில் தமிழ் இலக்கிய வரலாறு, பாரி நிலையம்.
4. சிற்பி பாலசுப்பிரமணியன் & சேதுபதி.சொ. (2015). தமிழ் இலக்கிய வரலாறு, கவிதா வெளியீடு.
5. சிற்பி பாலசுப்பிரமணியம், & பத்மநாபன். நீல. (2013). புதிய தமிழ் இலக்கிய வரலாறு (3 தொகுதிகள்), சாகித்ய அக்காதெமி.
6. பெருமாள். அ.கா. (2014). தமிழ் இலக்கிய வரலாறு, சுதர்சன் பக்ஸ்.

கற்பித்தல் முறை	விரிவுரை (Lecture), காணொளிக் காட்சி (Videos), விளக்கக் காட்சி (PPT presentation)
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Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UFR11GL01	French - 1	5	3

Course Objectives
To identify the basic sentence structure of the French language.
To define and describe the various grammatical tenses and use them to communicate in French.
To examine the documents presented and discuss/reply to the questions asked.
To analyze and interpret expressions used to convey the cause, the effect, the purpose and the opposition in French.
To evaluate the grammatical nature of a given passage.

#### Unit I (15 hours)

1. Salut !
2. Enchanté

#### Unit II (15 hours)

3. J'adore

#### Unit III (15 hours)

4. Tu veux bien ?

#### Unit IV (15 hours)

5. On se voit quand ?

#### Unit V (15 hours)

6. Bonne idée

<b>Teaching Methodology</b>	Videos, Audios, PPT presentation, Role-play, Quiz
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#### Book for Study

Mérieux, R & Loiseau, Y. (2017). *Latitudes -1- (A1 /A2)*, méthode de français, Didier, (Units 1-6 only)

#### Books for Reference

1. Dauda, P, Giachino, L and Baracco, C. (2020). *Generation AI*. Didier, Paris.
2. Girardet, J and Pecheur, J. (2017). *Echo AI* (2<sup>nd</sup> ed.). CLE International.
3. Fournier, I. (2011). *Talk French*. Goyal Publishers.

## Websites and eLearning Sources

1. <https://www.wikihow.com/Pronounce-the-Letters-of-the-French-Alphabet>
2. <https://français.lingolia.com/en/grammar/tenses/le-present>
3. <https://www.lawlessfrench.com/grammar/articles/>
4. <https://www.frenchpod101.com/french-vocabulary-lists/10-lines-you-need-for-introducing-yourself>
5. <https://www.tolearnfrench.com/exercises/exercise-french-2/exercise-french-3295.php>

Course Outcomes		
CO No.	CO–Statements	Cognitive Levels (K –Levels)
	On successful completion of this course, students will be able to	
CO1	recall the usage of grammatical tenses during conversations.	K1
CO2	apply the grammar rules in practice exercises	K3
CO3	explain the nuances in the usage of various grammatical tenses and their aspects	K2
CO4	demonstrate knowledge of various expressions used to express opinions, emotions, cause, effect, purpose and hypothesis in French	K4
CO5	communicate in French and summarize a given text	K5

Relationship Matrix												
Semester	Course code		Title of the Course								Hours	Credits
1	21UFR11GL01		French - 1								5	3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	3	3	1	3	1	3	3	2	3	2	2.4	
CO2	2	3	3	2	1	3	3	3	3	2	2.5	
CO3	1	3	2	1	2	2	2	2	3	2	2.0	
CO4	3	3	3	3	3	3	3	2	3	2	2.8	
CO5	3	3	3	3	2	3	3	3	3	2	2.8	
Mean overall Score											2.5 (High)	

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UHI11GL01	Hindi - 1	5	3

Course Objectives
To understand the basics of the Hindi Language.
To make the students familiar with the Hindi words.
To enable the students to develop their effective communicative skills in Hindi.
To introduce the socially relevant subjects in Modern Hindu Literature.
To empower the students with globally employable soft skills.

#### **Unit I: Buniyadi Hindi (15 Hours)**

1. Swar
2. Vyanjan
3. Barah Khadi
4. Shabd aur
5. Vakya Rachna

#### **Unit II: Hindi Shabdavali (15 Hours)**

6. Rishto ke Naam
7. Gharelu padartho ke Naam

#### **Unit III: Vyakaran (15 Hours)**

8. Sadharan Vakya aur Sangya
9. Sarvanam
10. Visheshan
11. Kriya aadi shabdo ka prayog

#### **Unit IV: Chote Gadyansh ka pattan (15 Hours)**

12. Bachom ki Kahaniyam
13. Patra-Patrikao mein Prakashit Gadyansho ka Pattan

#### **Unit V: Nibandh (15 Hours)**

14. Sant Tiruvalluvar
15. E.V.R Thandai Periyar
16. Naari Sashakthikaran
17. Paryavaran Sanrakshan
18. Vibhinna pratiyogi parikshao ke bare mein jaankari dena
19. Pratiyogi priksa par adharit nibandho dwara bhasha ki kshamta badhane vale prashikshan kary.

<b>Teaching Methodology</b>	Videos, PPT, Quiz, Group Discussion, Project Work.
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### Books for Study

1. *Prathamik Patya Pusthak* (2022). Dakshina Bharath Hindi Prachara Sabha, Chennai,
2. Chandran, R.M. (2017). *Concise Trilingual Dictionary*, Lotus Publications, Madurai.
3. Gupta, K.M. (2020). *Hindi Vyakaran*, Anand Prakashan, Kolkatta.
4. *Madyama Patya Pusthak* (2022). Dakshina Bharath Hindi Prachara Sabha, Chennai.

### Books for Reference

1. Abdul Kalam, A.P.J. (2020). *Mere sapnom ka Bharath*. Prabath Prakashan, Noida.
2. *Meri Pratham Hindi Sulekh Shabd Gyaan*, Wonder House Books, Noida.
3. Kumar, A. (2019). *Sampoorna Hindi Vyakaran our Rachana*. Lucent publisher.
4. *Adhunik Hindi Vyakaran our Rachana*. (2018). Bharati Bhavan Publishers & distributors.
5. Shukla, A.R. (2021). *Hindi Sahitya Ka Itihas..* Prabhat Prakashan.

### Websites and e-Learning Sources

1. <https://learningmole.com/hindi-alphabet-letters-pronunciation-guide/>
2. <https://www.careerpower.in/hindi-alphabet-varnamala.html>
3. <https://www.youtube.com/watch?v=b0UvXnIC8qc>
4. <https://www.importanceoflanguages.com/learn-hindi-language-guide/>
5. <https://parikshapoint.com/hindi-sahitya/>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	match the sounds of Hindi letters with their written counterparts.	K1
CO2	infer the meaning of unknown words from the given context	K2
CO3	construct sentences in Hindi	K3
CO4	analyse stories and other passages	K4
CO5	interpret general essays given in competitive exams	K5

Relationship Matrix												
Semester	Course code	Title of the Course									Hours	Credits
1	23UHI11GL01	Hindi - 1									5	3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	3	2	2	1	3	3	3	1	3	2	2.3	
CO2	2	3	2	3	1	2	3	3	3	2	2.4	
CO3	3	2	2	2	1	3	2	3	2	3	2.3	
CO4	3	1	2	3	2	3	2	3	3	2	2.4	
CO5	2	3	3	2	3	2	3	3	1	3	2.5	
Mean overall Score											2.38 (High)	

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23USA11GL01	Sanskrit- 1	5	3

Course Objectives
To help students learn the Sanskrit alphabet.
To understand Sanskrit grammar and <i>sabdas</i> .
To have an idea of the epics.
To closely understand the literary works in Sanskrit with special reference to <i>Pancamahakavyas</i> .
To understand the <i>Raghuvasa Mahakava</i> and <i>Kalidasa</i> .

**Unit I: Introduction to Sanskrit (15 Hours)**

**(Alphabet, Two letter words and three letter words) Grammar**

*ākārāntaḥpumliṅgaḥśabda-s* - 1. बाल (*Bāla*) and

2. देव (*Deva*) *ākārāntaḥstrīliṅgaḥśabda-s* - 1. बाला (*Bālā*) and

2. लता (*Latā*) *ākārāntaḥnapuṃsakaliṅgaḥśabda-s* - 1. फल (*Phala*) and 2. वन (*Vana*)

**Unit II: Introduction to *Rāmāyana*, *Kālidāsa* and his poetic works (15 Hours)**

*Raghuvaṃśa* (Canto I) Verses 1-15

**Unit III: Introduction to the Works of *Bhāravi* (15 Hours)**

*Raghuvaṃśa* (canto I) Verses 16-30

**Unit IV: Introduction to the works of *ŚrīHarṣa* (15 Hours)**

*Raghuvaṃśa* (Canto I) Verses 31-45

**Unit V: Grammar (15 Hours)**

Conjugations -*Laṭlakāra-s* – (Present tense)

(i) गच्छत (*Gacchati*)

(ii) ततष्ठत (*Tiṣṭhati*)

(iii) पठत (*Paṭhati*)

(iv) नृत्यत (*Nṛtyati*)

(v) कुप्यत (*Kupyati*)

(vi) कथयत (*Kathayati*) गणयत (*Gaṇayati*)

(viii) अतत (*Asti*)

(ix) करोत (*Karoti*)

(x) शृणोत (*Śṛṇoti*) Indeclinables (*Avyayaani*) - अतप (*api*), कदा (*kadā*), च (*ca*), अद्य (*adya*), तवना (*vinā*), सह (*saha*), तत्र (*tatra*), ककम् (kim), यकद (*yadi*) - तर्हि (*tarhi*), यथे



(yathā) - तथैव (tathā) Prefixes (Upasargas) - आङ् (āñ), तव (vi), पर (pari), अनु (anu), अति (adhi), उत् (ut), प्रत (prati), उप (upa), प्र (pra) तन् (nir)

Teaching Methodology	Videos, PPT, demonstration.
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### Book for Study

Murugan, C., et al. (eds.). (2022) *Kalasala-Samskrita-Sukhabodhini-I* (For Undergraduate Foundation Course). University of Madras.

### Book for Reference

Vadhyar, R. S. (2017). *Sabdha Manthari*. Vadhyar & Sons.

### Websites and e-Learning Sources

1. <https://www.arlingtoncenter.org/Sanskrit%20Alphabet.pdf>
2. <https://courses.lumenlearning.com/suny-hccc-worldcivilization/chapter/sanskrit/>
3. [https://www.newworldencyclopedia.org/entry/Sanskrit\\_literature](https://www.newworldencyclopedia.org/entry/Sanskrit_literature)
4. <https://archive.org/details/AShortHistoryOfsanskritLiterature>
5. [https://archive.org/details/raghuvamsha\\_with\\_sanjivini\\_edited\\_by\\_mr\\_kale](https://archive.org/details/raghuvamsha_with_sanjivini_edited_by_mr_kale)

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	remember the usage of grammatical tenses in constructing sentences in dialogue.	K1
CO2	apply the rules of usage in practice exercises and spot the errors	K2
CO3	explain the nuances in the usage of various grammatical tenses and aspects	K3
CO4	demonstrate knowledge of various expressions of opinion, emotions, cause, effect, purpose, and hypothesis in Sanskrit	K4
CO5	communicate in Sanskrit and summarize a given text	K5

Relationship Matrix											
Semester	Course code		Title of the Course							Hours	Credits
1	23USA11GL01		Sanskrit - 1							5	3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	1	3	2	3	1	3	2	3	2	2	2.2
CO2	2	3	2	3	1	2	2	3	2	3	2.3
CO3	3	2	2	2	2	2	3	2	3	2	2.3
CO4	3	2	3	2	2	3	3	2	3	2	2.3
CO5	3	2	3	3	2	2	3	2	3	3	2.6
Mean overall Score											2.38 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UEN12GE01	General English - 1	5	3
<b>Course Objectives</b>				
To enable learners to acquire self awareness and positive thinking required in various life situations				
To help them acquire the attribute of empathy				
To assist them in acquiring creative and critical thinking abilities				
To enable them to learn the basic grammar				
To assist them in developing LSRW skills				

### **UNIT I: Self-awareness ELF-A (WHO) & Positive Thinking (UNICEF) (15 Hours)**

#### **Life Story**

- Chapter 1 from Malala Yousafzai, I am Malala
- An Autobiography or The Story of My Experiments with Truth (Chapters 1, 2 & 3) M.K. Gandhi

#### **Poem**

- Where the Mind is Without Fear – Gitanjali 35 – Rabindranath Tagore
- Love Cycle – Chinua Achebe

### **UNIT II: Empathy (15 Hours)**

#### **Poem**

- Nine Gold Medals – David Roth
- Alice Fell or poverty – William Wordsworth

#### **Short Story**

- The School for Sympathy – E.V. Lucas
- Barn Burning – William Faulkner

### **UNIT III: Parts of Speech (15 Hours)**

- Articles
- Noun
- Pronoun
- Verb
- Adverb
- Adjective
- Preposition

### **UNIT IV: Critical & Creative Thinking. (15 Hours)**

#### **Poem**

- The Things That Haven't Been Done Before – Edgar Guest
- Stopping by the Woods on a Snowy Evening – Robert Frost

#### **Readers Theatre**

- The Magic Brocade – A Tale of China

19. Stories on Stage – Aaron Shepard (Three Sideway Stories from Wayside School” by Louis Sachar)

### Unit V: Paragraph and Essay Writing

(15 Hours)

20. Descriptive

21. Expository

22. Persuasive

23. Narrative

24. Reading Comprehension

Teaching Methodology	Interactive methods, and multimedia presentations
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### Books for Study

1. Yousafzai, M. (2013). *I am Malala, Little*. Brown and Company.
2. Gandhi, M. K. (2011). *An Autobiography or The Story of My Experiments with Truth (Chapter – I)*. Rupa Publications.
3. Tagore, R. (1913). *"Gitanjali 35" from Gitanjali (Song Offerings): A Collection of Prose Translations Made by the Author from the Original Bengali*. MacMillan.
4. Shepard, A. (2017). *Stories on Stage*. Shepard Publications.

### Books for Reference

1. Krishnasamy. N. (1975). *Modern English: A Book of Grammar, Usage and Composition*. Macmillan.
2. Nesfield, J. C. (2019). *English Grammar Composition and Usage*. Macmillan.

### Web Resources

1. <https://archive.org/details/i-am-malala>
2. <https://www.indiastudychannel.com/resources/146521-Book-Review-An-Autobiography-or-The-story-of-my-experiments-with-Truth.aspx>
3. <https://www.poetryfoundation.org/poems/45668/gitanjali-35>
4. <https://amzn.eu/d/9rVzINv>
5. <https://archive.org/details/in.ernet.dli.2015.44179>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Levels)
	On successful completion of this course, students will be able to	
CO1	discover self awareness and positive thinking required in various life situations	K1
CO2	classify the attributes of empathy	K2
CO3	apply creative and critical thinking skills	K3
CO4	focus on grammar for functional purposes	K4
CO5	integrate the LSRW skills for effective communication	K5

Relationship Matrix											
Semester	Course code		Title of the Course							Hours	Credits
1	23UEN12GE01		General English - 1							5	3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	3	3	3	3	3	3	3	3	3
CO2	2	3	3	3	2	3	3	3	3	3	2.5
CO3	3	3	3	2	3	3	3	3	3	2	2.8
CO4	3	3	3	3	3	3	3	3	3	3	3
CO5	3	2	3	3	3	3	3	3	3	3	2.8
Mean overall Score											2.82 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UCR13CC01	Core Course - 1: Financial Accounting	5	4

Course Objectives
To understand the basic purpose of financial accounting in recording and summarizing financial transactions
To describe the qualitative characteristics of financial statements and their significance in financial reporting
To execute the double-entry accounting system and comprehend the concept of duality for accurate recording of transactions
To apply advanced recording techniques and principles in accounting for various transactions and events
To analyse and interpret complex financial statements and apply advanced financial analysis techniques

#### **UNIT I: Purpose of financial accounting (15 Hours)**

Define financial accounting– purposes of financial statements for the users– main elements of financial reports – conceptual framework – definitions of asset, liability, equity, income& expenses

#### **UNIT II: Qualitative characteristics of financial statements (15 Hours)**

Concepts of relevance, faithful presentation, materiality, substance over form, going concern, business entity, accruals, consistency, comparability, verifiability, understandability and timeliness

#### **UNIT III: Accounting records & double entry accounting system (15 Hours)**

Main data sources for accounting – different business documents such as sales order, purchase order, goods received note, quotation, goods dispatched note, invoice, credit &debit notes, receipt, remittance advice, cash vouchers–understand the double entry accounting & duality concept – types of transactions such as sales, purchases, payments & receipts

#### **UNIT IV: Recording transactions (15 Hours)**

Recording into journals – ledger accounts – balancing of ledger accounts – accounting for discounts, sales tax–recording cash transactions–accounting & valuation of inventories–accruals & prepayments –tangible & non-tangible assets– depreciation & amortization accounting – receivables & payables – provisions & contingencies – errors & rectification – bank reconciliation statements

#### **UNIT V: Trial balance, financial statements (15 Hours)**

Statements of profit or loss and other comprehensive income, cash flow statements, balance sheet – events after reporting period – interpretation of financial statements – use of basic ratios related to profitability, liquidity, activity and resource utilization.



Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UCR13CC02	Core Course - 2: Organisation Management	4	4

Course Objectives
To understand the purpose and types of business and how they interact with the key stakeholders and the external environment
To understand business organisation structure, functions and role of corporate governance
To apply the tools of performance measurement in profit and not-for-profit organisations
To analyse and use multiple business models to address the strategic performance issues in complex business structures
To learn the application of various professional skills in the process of creating solutions towards problems faced in the field performance management

#### **UNIT I: Types of organization & stakeholder analysis (12Hours)**

Definition and common features of business organisation, the purpose & types of organisation and their main features such as profit-oriented, not-for-profit, public sector, Co-operatives and Non-government(NGOs) Stakeholders of an organization –internal &external - objectives of stakeholders – how an organization should satisfy these objectives – the power & interest of stakeholders in the organization (use of Mendelow matrix)

#### **UNIT II: Effect of Political and economic environment on organization (12 Hours)**

Political & legal factors – how the policy framework of political system & legal framework influence the business organization in terms of employment, consumer protection, data security - Macro-economic factors – understanding the effect of macro-economic policies, inflation, interest rates, unemployment, fiscal & monetary policies, global economic environment.

#### **UNIT III: Effect of Social & Technological environment on organization (12Hours)**

Social & demographic factors – impact of changes in social structure, values and demographic changes - Technological factors – information technology – automation, digitization. Competitive factors – understanding of SWOT analysis, Porter's Value Chain and Porter's Five Forces models

#### **UNIT IV: Organization structure (12 Hours)**

The formal & informal structures – types of structures such as entrepreneurial, functional, divisional, matrix and boundary-less organizations – suitability and relative merits & demerits of the types of organization

#### **UNIT V: Organisation Governance (12Hours)**

Principles of business governance – separation of ownership from management – concept of span of control – Centralization vs Decentralization of business functions – shared services approach – offshoring & outsourcing of business functions – Hierarchical levels of business organization - Governance & social responsibility of an organization – role of ethics in business.



<b>Teaching Methodology</b>	Lecturing, PPT, Case study discussions, and flipped learning,
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### **Book for Study**

1. ACCA Study Material, F1, Kaplan Publishing.
2. Pravin, D. (2019). *Principles of Management* (2nd ed.). Pearson India Education Services Pvt. Ltd.

### **Books for Reference**

1. Prasad, L. M. (2019). *Principles & Practice of Management*. S. Chand & Sons.
2. Tripathi, P. C. & Reddy, P. N. (2017). *Principles of Managements*. Tata McGraw-Hill.
3. Bhushan, Y. K. (2013). *Fundamentals of Business Organisation and Management* (19th ed.). S. Chand & Sons.
4. Gupta, C. B. (2021), *Management Theory & Practice*. S. Chand & Sons.

*NOTE: Latest Edition of Textbooks May be Used*

### **Websites and eLearning Sources**

1. <https://www.mckinsey.com/>
2. <https://hbr.org/>
3. <https://www.accaglobal.com/gb/en/professional-insights.html>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	Describe the principles and features of various types of business Organizations	K1
CO2	Indicate different political, legal and Macro-Economic factors affecting business organization	K2
CO3	Illustrate the significances of Social and Technological factors in the Organization structure	K3
CO4	Analyze and Explain the suitability of various organization structures	K4
CO5	Defend the decisions regarding organization governance like span of control, degree of centralization, shared services etc	K5

Semester	Course code		Title of the Course								Hours	Credits
1	23UCR13CC02		Core Course - 2: Organisation Management								4	4
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
CO1	3	2	2	2	2	2	3	2	2	2	2.2	
CO2	2	2	2	2	3	3	2	2	2	2	2.2	
CO3	2	2	3	2	2	2	2	3	2	3	2.3	
CO4	2	3	2	2	3	2	3	2	2	3	2.4	
CO5	3	2	2	2	2	2	3	2	2	3	2.3	
Mean overall Score											2.2 (High)	

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UCR13AC01	Allied Course - 1: Business Mathematics	5	3

Course Objectives
To define and understand indices, logarithms and arithmetic progression
To apply the knowledge of Differentiation of functions of the form $(ax+b)^n$ , $e^{ax+b}$ , $\log$
To apply the knowledge of integration of functions of the form $(ax+b)^n$ , $e^{ax+b}$ , $\log(ax+b)$
To solve various types of matrices, equations using matrices and determinants and apply matrices in various models
To familiarize with the concepts of linear programming

### **UNIT I: Introduction to indices and arithmetic progression (15 Hours)**

Indices - positive indices - fractional indices - operations with power functions - logarithms - laws and operations - change of base - Arithmetic progression – sum of the series in A.P. (simple problems only).

### **UNIT II: Differentiation of functions (15 Hours)**

Differentiation of functions of the form  $(ax+b)^n$ ,  $e^{ax+b}$ ,  $\log(ax+b)$  - function of one variable – power function-constant multiple of a function-sum of functions -product of two functions-quotient of two functions - function of functions - maxima and minima of functions of order 2 and 3 (algebraic functions only & trigonometric functions excluded) - Applications of differentiation - elasticity - marginal revenue - average & marginal cost – profit maximization(simple problems & business applications only)

### **UNIT III: Integration of functions (15 Hours)**

Integration of functions of the form  $(ax+b)^n$ ,  $e^{ax+b}$ ,  $\log(ax+b)$  - indefinite integral – rules – integration by substitution – integration by parts - integration by partial functions (algebraic functions only & trigonometric functions excluded)–Applications of integration–total cost-total revenue - maximum profits – consumer's & producer's surplus (simple problems & business applications only)

### **UNIT IV: Matrices (15 Hours)**

Matrices – types of matrices – operations on matrices – determinants of order 2 and 3 – Cramer's rule - inverse of a matrix of order 2 and 3 - solving simultaneous equations using matrices and determinants (simple problems only)–Applications to matrices –Leontief Input-Output model(simple problems & business applications only)

### **UNIT V: Linear programming (15 Hours)**

Linear programming - mathematical formulation of LP Model - graphical method – simplex method (simple problems & business applications only)

<b>Teaching Methodology</b>	Chalk and talk, Demonstration, problem solving, flipped learning,
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### Book for Study

1. Sanchetti, D. C. & Kapoor, V. K. (2019). *Business Mathematics* (11th ed.). S. Chand & Sons.

### Books for Reference

1. Vittal, P. R. (2018). *Business Mathematics*. Margham Publications.
2. Kapoor, V. K. (2009). *Introductory to Business Mathematics*. S. Chand & Sons.
3. Navaneetham, P. A. (2008). *Business Mathematics and Statistics*. Jai Publishers.

*NOTE: Latest Edition of Textbooks May be Used*

### Website and eLearning Source

1. <http://epgp.inflibnet.ac.in/>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
<b>CO1</b>	Have knowledge in indices, logarithms, arithmetic progression, differentiation, integration, matrices and LPP	<b>K1</b>
<b>CO2</b>	Understand the different techniques available in differentiation, integration, matrices and LPP to solve problems	<b>K2</b>
<b>CO3</b>	Apply learnt techniques on real life business problems	<b>K3</b>
<b>CO4</b>	Illustrate various learned techniques with examples	<b>K4</b>
<b>CO5</b>	Evaluate business problems like profit maximization, cost minimization, consumer's and producer's surplus using the learned techniques	<b>K5</b>

Semester	Course code	Title of the Course									Hours	Credits
<b>1</b>	<b>23UCR13AC01</b>	<b>Allied Course -1: Business Mathematics</b>									<b>5</b>	<b>3</b>
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs	
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5		
<b>CO1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2.1</b>	
<b>CO2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2.1</b>	
<b>CO3</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2.3</b>	
<b>CO4</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2.3</b>	
<b>CO5</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2.2</b>	
<b>Mean overall Score</b>											<b>2.2</b>	<b>(High)</b>

Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UCR14FC01	Foundation Course: Communicative English	2	2

Course Objectives
To describe their observations and experiences effectively, using appropriate language and expressions
To demonstrate a comprehensive understanding of the underlying meanings in various texts, such as articles, stories, and dialogues
To utilize conversational English proficiently to communicate with friends and peers, employing appropriate vocabulary and grammar
To infer contextual meanings from written and spoken material, developing their ability to grasp implicit information
To improve their Listening, Reading, Speaking, and Writing skills, becoming more adept at comprehending and expressing ideas in English

#### **UNIT I: (6 Hours)**

Exchanging Greetings - About Me -Small Talk-My Daily Routine-Short Story into a Play  
Friend's Daily Routine-Ask Your Classmate-Composition: My Classmate-Asking  
forClarification-Introducing a Topic

#### **UNIT II (6 Hours)**

Rhyming Words-Declamation 1-What Will Happen-Every Drop Counts-Comprehend in  
Characters-Complimenting and Thanking-Visual Comprehension-Making & Responding to  
Requests-Declamation 2-Pronoun Classification

#### **UNIT III (6 Hours)**

Pronouns: I, Me, He, Him- Pronouns: She, Her, We, Us -Pronouns: They, Them-Reflexive  
Pronouns- Erroneous Pronouns- Composition: The Perspective- Making and Accepting an  
Apology- Use of Preposition of Place-Using Preposition of Place-Tips on Preposition of  
Movement

#### **UNIT IV (6 Hours)**

Using Preposition of Movement-Preposition: Visual Talk-Preposition of Time-Let's Go  
Shopping- Giving and Asking for Opinion- The Air We Breathe-Using Things Creatively-  
Transition-Sequencing-Composition: Sequence

#### **UNIT V (6 Hours)**

Questions and Answers-Past Tense Practice-Rewriting Irregular Verbs- Problem Solving: Role  
Play-Who Does What? -Comparing and Contrasting -Controlled Composition -Story  
Translation Action Words Dictation -Composition: Past Tense



Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UCR14SE01	Skill Enhancement Course - 1: Corporate and Business Law – I	2	2

Course Objectives
To define and understand the various elements of Contract Act
To identify the legal provisions of special contracts of the Indian Contract Act
To bring out the differences between bailment and pledge
To Explain and discuss the overview of the Companies Act, 2013
To familiarize with the provisions relating to Documents of Corporates and Stock transactions

### **UNIT I: General Elements of Contract (6 Hours)**

The Indian Contract Act –Types of Contract - Nature of contract - Offer and Acceptance -Consideration –Capacity to Contract-Free Consent-Legality of Object-Void Agreements.

### **UNIT II: Special Contracts (6 Hours)**

Contingent Contract- Performance and discharge of contract- Remedies for breach of contract – Quasi contract (sec 1 to sec 75). IT contracts- chip whap contract-shine wrap contract  
Special Contracts: Contract of Indemnity and Guarantee (sec 124 to see 147) –Distinction between Indemnity and Guarantee- Kinds of guarantee-Rights of surety-Discharge of surety.

### **UNIT III: Bailment and Pledge (6 Hours)**

Bailment and Pledge (sec 148 to 181) - Classification - Duties and rights of bailor and bailee -Finder of goods - Termination of bailment - Pledge - Differences between bailment and pledge-Rights and duties of pawnor and pawnee –Pledge of non-owners.

### **UNIT IV: Introduction to Companies Act 2013 (6 Hours)**

Introduction to Companies Act 2013 – Administration of Company Law [including National Company Law Tribunal (NCLT), National Company Law Appellate Tribunal (NCLAT),Special Courts]; Characteristics of a company; lifting of corporate veil; types of companies including one-person company, small company and dormant company; association not for profit; illegal association; formation of company, on-line filing of documents, promoters, their legal position, pre-incorporation contract; on-line registration of a company.

### **Unit V: Documents of Corporates and Stock transactions (6 Hours)**

Documents of Corporates – Memorandum of association, Articles of association, Doctrine of constructive notice and indoor management prospectus-shelf and red herring prospectus, Misstatement in prospectus, GDR; Book building; Issue, allotment and forfeiture of share, Transmission of shares, Buy back and provisions regarding buy back; Issue of bonus shares.





Semester	Course Code	Title of the Course	Hours/Week	Credits
1	23UHE14VE01	Value Education - 1: Essentials of Humanity	2	1

Course Objectives
To identify one's own potentials, strengths and weaknesses
To identify various challenges (physical, emotional, and social) in adolescence
To consciously overcome one's challenges and move towards self-esteem
To maximize one's own potential in enabling a holistic development
To assimilate human values comprehensively

### UNIT I: Principles of Value Education

Introduction to values - Characteristics and Roots of Values - Value Education & Value Clarification  
- Moral Characters - Kinds of Values - Objectives of Values

### UNIT II: Development of Human Personality

Personality: Introduction, Theories, Integration & Factors influencing the development of personality - SEL Series - Discovering self - Defence Mechanism Power of positive thinking - Why worry?

### UNIT III: The Dimensions of Human Development

Areas of Development: Physical, Intellectual, Emotional, Social Development, Moral & Spiritual development

### UNIT IV: Responsible Parenthood

Human Sexuality - Marriage and Family - Sex and Love - Characteristics of Responsible parent - Causes of Marriage disharmony - Art of wise parenting

### UNIT V: Gender Equality and Empowerment

Historical perspective - Women in Independence struggle - Women in Independent India - Education & Economic development - Crimes against Women - Women rights - Time-line of Women achievements in India

Teaching Methodology	
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Department of Human Excellence. (2021). *Essentials of Humanity*. St. Joseph's College.

1. Xavier, A. (2012). *You Shall Overcome*, (6th ed.). ICRDE Publication.
2. Alex, K. (2009). *Soft Skills*. S. Chand.
3. Kalam, A.A. P. J. (2012). *You Are Unique*. Punya Publishing.

1. <http://livingvalues.net>. Accessed 05 March 2021.
2. <http://www.apa.org/topics/personality#>. Accessed 05 March 2021.
3. <http://www.peacecorps.gov/educators/resources/global-issues-gender-equaligy-and-womens-empowerment/>. Accessed 05 March 2021.

Relationship Matrix											
Semester	Course code		Title of the Course							Hours	Credits
1	23UHE14VE01		Value Education - 1: Essentials of Humanity							2	1
Course Outcomes	Programme Outcomes(POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	3	3	2	3	3	2	3	3	
CO2	3	2	2	3	3	2	3	3	2	2	
CO3	2	3	3	3	2	3	3	3	3	3	
Mean overalls core											

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UTA21GL02	General Tamil - 2	4	3

கற்றலின் நோக்கங்கள்				
தமிழ் இலக்கிய வரலாற்றை அறிதல்.				
எழுத்து, சொல் இலக்கணங்களின் அடிப்படைகளைக் கண்டறிதல்.				
அயலகக் கவிதை வடிவங்களை விளங்கிக் கொள்ளுதல்.				
மொழிபெயர்ப்புக் கவிதைகளின் வாயிலாக மொழிபெயர்ப்புத் திறனை வளர்த்தெடுத்தல்.				
போட்டித் தேர்வுகளை எதிர்கொள்வதற்கான இலக்கண அறிவு பெறுதல்.				

#### அலகு - 1

(12 மணிநேரம்)

பாரதியார் கவிதைகள் – குயில்பாட்டு ( குயில் தன் பூர்வ ஜென்மக் கதை உரைத்தல் )  
பாரதிதாசன் கவிதைகள் – சஞ்சீவி பர்வதத்தின் சாரல்  
நற்றமிழ்க்கோவை – முதல் மூன்று கட்டுரைகள்

#### அலகு - 2

(12 மணிநேரம்)

வெ. இராமலிங்கனார் – சொல், தமிழன் இதயம்  
முடியரசனார் – உயிர் வெல்லமோ, மனத்தூய்மை  
பெருஞ்சித்திரனார் – அஞ்சாதீர், மொழி, இனம், நாடு  
பட்டுக்கோட்டை கலியாண சுந்தரனார் – வருங்காலம் உண்டு, உழைக்காமல் சேர்க்கும் பணம்  
இலக்கணம் – எழுத்து  
இலக்கிய வரலாறு – புதுக்கவிதை, தமிழில் புதிய கவிதை வடிவங்கள்

#### அலகு-3

(12 மணி நேரம்)

சுரதா - நல்ல தீர்ப்பு  
கண்ணதாசன் - ஒரு பானையின் கதை  
அப்துல் ரகுமான்- வீடு  
மேத்தா - ஒரேகுரல்  
இலக்கிய வரலாறு – தமிழ்ச்சிறுகதைகள், இருபதாம் நூற்றாண்டு உரைநடை வளர்ச்சி  
சிறுகதை – முதல் மூன்று சிறுகதைகள்

#### அலகு - 4

(12 மணிநேரம்)

அரசியல் கவிதைகள்  
ஈரோடு தமிழன்பன்- அகல் விளக்காக இரு  
ஆதவன் தீட்சண்யா- இன்னும் இருக்கும் சுவர்களின் பொருட்டு  
சுகிர்தராணி- என் கண்மணியே இசைப்பிரியா  
சக்தி ஜோதி – யுகாந்திர உறக்கம்  
பழநி பாரதி- வெள்ளைக்காகிதம்  
லிவிங்ஸ்மைல் வித்யா – நினைவில் பால்யம் அழுத்தம்  
இலக்கணம் - சொல்

#### அலகு - 5

(12 மணிநேரம்)

அயலகக் கவிதைகள்  
ஓசேரிசால் (தமிழில் நெய்தல்) - விடைகொடு எந்தாய் மண்ணே  
ஹைபுன் கவிதைகள்  
சிறுகதை – நான்கு முதல் ஆறு சிறுகதைகள்  
நற்றமிழ்க் கோவை – நான்கு முதல்ஆறு கட்டுரைகள்

கற்பித்தல் முறை (Teaching Methodology)	விரிவுரை (Lecture), காணொளிக் காட்சி (Videos), விளக்கக் காட்சி (PPT presentation)
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**பாடநூல்கள்**

1. தமிழாய்வுத்துறை (2023). பொதுத்தமிழ் -2, தூய வளனார் தன்னாட்சிக் கல்லூரி.
2. தமிழாய்வுத்துறை (2021). நற்றமிழ்க் கோவை, தூய வளனார் தன்னாட்சிக் கல்லூரி.

## Websites and eLearning Sources

1. <https://www.chennaiilibrary.com/bharathiyar/kuyilpattu.html>
2. [www.tamildigitallibrary.in](http://www.tamildigitallibrary.in)
3. <https://eluthu.com/kavithai>
4. [https://podhutamizh.blogspot.com/2017/09/blog-post\\_42.html](https://podhutamizh.blogspot.com/2017/09/blog-post_42.html)
5. <https://thamizhsudar.com>
6. <https://ta.wikipedia.org/wiki>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels ( K - Level)
	இப்பாடத்தின் நிறைவில் மாணவர்கள்	
CO1	தமிழ் இலக்கிய நூல்கள் பற்றிய அறிவைப் பெறுவார்.	K1
CO2	தமிழ் இலக்கண வளர்ச்சியைப் புரிந்து கொள்வார்.	K2
CO3	பிழையின்றி எழுதும் திறன் பெறுவதோடு கற்றல் திறனையும் வளர்த்துக்கொள்வார்.	K3
CO4	பிற கவிதை வடிவங்களைக் கையாளும் திறன் பெறுவார்.	K4
CO5	போட்டித் தேர்வுகளை எதிர்கொள்ளும் திறனைப் பெறுவார்.	K5

Relationship Matrix											
Semester	Course Code		Title of the Course						Hours	Credits	
2	23UTA21GL02		General Tamil - 2						4	3	
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	2	1	2	2	3	3	3	2	3	2	2.3
CO2	2	1	2	2	2	3	2	2	2	2	2.0
CO3	2	1	2	2	3	3	3	2	3	2	2.3
CO4	1	2	1	2	2	3	2	2	3	2	2.0
CO5	1	1	2	2	3	3	3	2	3	2	2.2
Mean Overall Score											2.16 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UFR21GL02	French - 2	4	3

Course Objectives
To construct simple phrases with pronominal verbs
To apply the different types of articles
To understand the usage of pronouns
To analyse the French culture through French culinary art
To evaluate and compare the French fashion in current scenario

#### UNIT I: (12 Hours)

- TITRE: Les Loisirs
- GRAMMAIRE : les adjectifs interrogatifs, les nombres ordinaux, les verbes pronominaux
- LEXIQUE : les différentes activités quotidiennes, les loisirs, les activités quotidiennes, les matières
- PRODUCTION ORALE : parler sur votre passe-temps
- PRODUCTION ECRITE : décrire sa journée

#### UNIT II: (12 Hours)

- TITRE: La routine
- GRAMMAIRE : les pronoms personnels COD, les verbes du premier groupe en e/er/eler/eter, le verbe prendre
- LEXIQUE : exprimer ses goûts et ses préférences, le temps, l'heure, la fréquence
- PRODUCTION ORALE : savoir comment dire l'heure
- PRODUCTION ECRITE : écrire vos préférences en quelques lignes

#### UNIT III: (12 Hours)

- TITRE: Où Faire Ses Courses?
- GRAMMAIRE : les articles partitifs, le pronom en (la quantité), très ou beaucoup
- LEXIQUE : inviter et répondre à une invitation, les commerces et les commerçants, demander et dire le prix, les quantités
- PRODUCTION ORALE : faire des courses pour une soirée
- PRODUCTION ECRITE : écrire un message en acceptant l'invitation

#### UNIT IV: (12 Hours)

- TITRE: Découvrez et Dégustez
- GRAMMAIRE : l'impératif, il faut, les verbes devoir, pouvoir, savoir, vouloir
- LEXIQUE : Commander et commenter sur un plat de la carte, les aliments, les services, les moyens de paiement
- PRODUCTION ORALE : Jeu de rôle – au restaurant (entre vous et le garçon)
- PRODUCTION ECRITE : faire une comparaison avec la carte française et indienne

#### UNIT V: (12 Hours)

- TITRE: Tout le monde s'amuse/ les ados au quotidien
- GRAMMAIRE : les adjectifs démonstratifs, le pronom indéfini on, le futur proche, le passé composé, les verbes en –yer, voir et sortir
- LEXIQUE : connaître les marques connues sur les vêtements, les sorties, situer dans le temps, les vêtements et les accessoires

- PRODUCTION ORALE : décrire une tenue
- PRODUCTION ECRITE : écrire une lettre amicale, une carte postale

<b>Teaching Methodology</b>	Chalk and talk, visual cues like flashcards, one to one conversation
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### Book for Study

1. Dauda, P., Giachino, L. & Baracco, C. (2016). *Generation AI*. Didier.

## Books for Reference

1. Girardet, J. & Pecheur, J. (2017). *Echo AI*. CLE International, (2nd Ed.).
2. Mérieux, R. & Loiseau, Y. (2012). *Latitudes AI*. Didier.
3. Fournier, I. (2011). *Talk French*. Goyal Publishers.

## Websites and eLearning Sources

1. <https://www.frenchtoday.com/blog/french-verb-conjugation/french-reflexive-verbs-list-exercises/>
2. <https://www.fluentu.com/blog/french/french-subject-pronouns/>
3. <https://grammarist.com/french/french-partitive-article/>
4. <https://www.talkinfrench.com/guide-french-food-habits/>
5. <https://www.fluentu.com/blog/french/talking-about-clothes-in-french/>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels ( K - Levels)
	On successful completion of this course, students will be able to	
CO1	Relate pronominal verbs in expressing one's day today activity	K1
CO2	compare the different types of articles – article partitif and contracte	K2
CO3	construct texts using pronouns – passages and dialogues	K3
CO4	discover the food habits of the French culture	K4
CO5	appraise the French fashion	K5

Relationship Matrix											
Semester	Course Code			Title of the Course					Hours	Credits	
2	23UFR21GL02			French - 2					4	3	
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	3	3	1	3	1	2	2	2	2.2
CO2	2	1	2	3	2	3	1	2	2	2	2.0
CO3	3	2	3	2	2	3	3	1	3	2	2.4
CO4	3	2	2	1	3	3	3	1	1	3	2.2
CO5	2	1	2	2	3	3	3	2	2	2	2.2
Mean Overall Score											2.2 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UHI21GL02	HINDI - 2	4	3

Course Objectives
To understand the basics of Hindi Language
To make the students to be familiar with the Hindi words
To enable the students to develop their effective communicative skills in Hindi
To introduce the socially relevant subjects in Modern Hindi Literature
To empower the students with globally employable soft skills

**UNIT I: (12 Hours)**

- Kafan
- Letter Writing - Chutti Patra
- Bakthikal - Namakarn
- Sarkari Kariyalayom Ka Naam

**UNIT II: (12 Hours)**

- Baathcheeth - Dookan Mein
- Kriya
- Letter Writing - Rishthedarom Ko Patra
- Bakthikal - Samajik Paristhithiyam

**UNIT III: (12 Hours)**

- Vah Thodthi Patthar
- Adverb
- Letter Writing - Naukari Keliye Avedan Patra
- Bakthikal - Sahithyik Paristhithiyam

**UNIT IV: (12 Hours)**

- Mukthi
- Samas
- Letter Writing - Kitab Maangne Keliye Patra
- Bakthikal - Salient Features, Main Divisions

**UNIT V: (12 Hours)**

- Anuvad
- Sandhi
- Letter Writing - Nagarpalika Ko Patra
- Bakthikal - Visheshathayem

<b>Teaching Methodology</b>	Peer Instruction Exercise, Videos, PPT, Quiz, Group Discussion
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**Books for Study**

1. Viswanath Tripathy. (2018). *Kuchh Kahaniyan*, Rajkamal Prakashan Pvt. Ltd.
2. Kamathaprasad Gupth, M. (2020). *Hindi Vyakaran*. Anand Prakashan.

3. Sadananth Bosalae. (2020). *kavya sarang*, Rajkamal Prakashan.

### Books for Reference

1. Acharya Ramchandra Shukla. (2021). *Hindi Sahitya Ka Itihas*. Prabhat Prakashan.
2. Krishnakumar, G. (2016). *Anuvad vigyan ki Bhumika*. Rajkamal Prakashan.
3. Aravind Kumar. (2019). *Sampoorna Hindi Vyakaran our Rachana*, Lucent publisher.
4. Lakshman Prasad Singh. (2017). *Kavya ke sopan*. Bharathy Bhavan Prakashan.

## Websites and e-Learning Sources

1. <https://hindigrammar.in/sandhi.html>
2. <https://www.successcds.net/class10/hindi/samas-in-hindi>
3. <https://mycoaching.in/kriya-ke-bhed-verb-in-hindi>
4. <https://namastesensei.in/adverb-in-hindi-examples/>
5. <https://viahindi.in/hindi-vyakaran/sandhi-paribhasha-prakar-or-udaharan>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of the course, the student will be able to	
CO1	Find out the Terms & Expressions related to letter writing.	K1
CO2	Explain the works of Hindi writers.	K2
CO3	Complete the sentences in Hindi using basic grammar.	K3
CO4	Analyze the social & political conditions of Devotional period in Hindi Literature.	K4
CO5	Justify the human values stressed on the works of the following authors “Premchand, Nirala, etc.”.	K5

Relationship Matrix											
Semester	Course Code			Title of the Course					Hours	Credits	
2	23UHI21GL02			HINDI - 2					4	3	
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	2	3	3	2	2	3	3	3	2	2	2.5
CO2	1	3	1	2	2	3	3	3	2	3	2.3
CO3	3	2	3	2	2	3	2	3	2	2	2.4
CO4	2	3	3	1	3	2	3	2	1	2	2.2
CO5	3	2	2	2	3	2	3	2	3	2	2.4
Mean Overall Score											2.36 (High)



Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23USA21GL02	Sanskrit - 2	4	3

Course Objectives
To bring out the salient aspects of classical Sanskrit poetry
To introduce court epics in Sanskrit
To train students in declensions of pronouns in Sanskrit
To coach the students in the conjugation patterns of verbs in Sanskrit
To offer coaching in morpho-phonemic rules and their applications in Sanskrit

#### UNIT I (12 Hours)

Asmathi usmath tat kim (MFN) sarvanaam asabdaha

#### UNIT II (12 Hours)

Sandhi Niyamaah Abhyaash (Guna , Visarga , Dirgha , Vrddhi)

#### UNIT III (12 Hours)

Lang lakaarah Kriyapadaani Prayoga Vivaranam

#### UNIT IV (12 Hours)

Raguvamsaha Pratama sargaha (1 –15 slokas)

#### UNIT V (12 Hours)

Suvacanani Vakya Prayoga Vivaranam

Teaching Methodology	Videos, PPT, Blackboard, Demonstration, Exercises
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#### Books for Study

1. Saralasamkritham Skisha. (2021).
2. Dhaatu Manjari. (2021).

#### Books for Reference

1. Paindrapuram Ashram, Srirangam. (2019).
2. Vadhyar, R. S., & Sons, Book – Seller and Publishers. (2021).
3. Kulapthy, K. M. (2018). *Saral Sanskrit Balabodh*. Bharathiys Vidya Bhavan.

#### Websites and eLearning Sources

1. <https://www.meritnation.com>
2. <https://www.aplustopper.com>
3. <https://mycoaching.in/lang-lakar>
4. [https://sanskritdocuments.org/sites/giirvaani/giirvaani/rv/sargas/01\\_rv.htm](https://sanskritdocuments.org/sites/giirvaani/giirvaani/rv/sargas/01_rv.htm)
5. <https://resanskrit.com/blogs/blog-post/sanskrit-shlok-popular-quotes-meaning-hindi-english>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	Remembering names of different objects, remembering different verbal forms and sandhi	K1
CO2	Contrast different verbal forms Explain good sayings, Relate good saying to life.	K2
CO3	Apply and build small sentences	K3
CO4	Analyze different forms of Verbs and nouns	K4
CO5	Appreciate subhashitas and Sanskrit poetry	K5

Relationship Matrix											
Semester	Course Code		Title of the Course							Hours	Credits
2	23USA21GL02		Sanskrit - 2							4	3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Scores of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	2	1	3	2	2	2	3	3	2	1	2.1
CO2	3	2	3	2	2	3	2	3	3	2	2.5
CO3	2	2	3	2	2	2	2	3	3	1	2.1
CO4	3	2	3	3	1	2	3	3	3	1	2.4
CO5	3	2	2	2	3	2	2	3	3	1	2.3
Mean Overall Score											2.28 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UEN22GE02	General English - 2	5	3

Course Objectives
To develop an expanded and specialised vocabulary related to diverse themes such as education, entertainment, career, and society through activities like word grids, reading, and discussions.
To enhance problem-solving abilities through activities like debates, role-playing, and scenario analysis.
To enable students to express ideas with precision and clarity by practising different forms of expressing quality, comparison, and actions in various contexts.
To equip students with language skills relevant to professional settings.
To encourage students to explore language as a tool for creative expression and communication.

## UNIT I (15 Hours)

01. Education Word Grid
02. Reading Problems and Solutions
03. Syllabification
04. Forms for Expressing Quality
05. Expressing Comparison
06. Monosyllabic Comparison
07. Di/polysyllabic Comparison
08. The Best Monosyllabic Comparison
09. The Best Di/Polysyllabic Comparison
10. Practising Quality Words

## UNIT II (15 Hours)

11. Wh Words
12. Yes/No Recollection
13. Unscramble Wh Questions
14. Wh Practice
15. Education and the Poor
16. Controlled Role Play
17. Debate on Education
18. Education in the Future
19. Entertainment Word Grid
20. Classify Entertainment Wordlist
21. Guess the Missing Letter
22. Proverb-Visual Description
23. Supply Wh Words
24. Rearrange Questions
25. Information Gap Questions

## UNIT III (15 Hours)

26. Asking Questions
27. More about Actions
28. More about Actions and Uses
29. Crime Puzzle
30. Possessive Quiz
31. Humorous News Report

32. Debate on Media and Politics
33. Best Entertainment Source

#### UNIT IV

(15 Hours)

34. Career Word Grid
35. Job-Related Wordlist
36. Who's Who?
37. People at Work
38. Humour at Workplace
39. Profession in Context
40. Functions and Expressions
41. Transition Fill-in
42. Transition Word Selection
43. Professional Qualities
44. Job Procedures
45. Preparing a Resume
46. Interview Questions
47. Job Cover Letter Format
49. Emailing an Application
50. Mock Interview

#### UNIT V

(15 Hours)

51. Society Word Grid
52. Classify Society Wordlist
53. Rearrange the Story
54. Storytelling
55. Story Cluster
56. Words Denoting Time
57. Expressing Time
58. What Can You Buy?
59. Noise Pollution
60. Positive News Headlines
61. Negative News Headlines
62. Matching Conditions
63. What Would You Do?
64. If I were the Prime Minister
65. My Dream Country

<b>Teaching Methodology</b>	Lecture Method, Use of ICT Tools and Interactive method
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#### Book for Study

1. Joy, J.L. & Peter, F.M. (2014). *Let's Communicate 2*, Trinity Press.

#### Books for Reference

1. Ahrens, Sönke. (2017). *How to Take Smart Notes: One Simple Technique to Boost Writing, Learning and Thinking*. Create Space.
2. Aspinall, Tricia. (2002). *Test Your Listening*. Pearson.
3. Bailey, Stephen. (2004). *Academic Writing: A Practical Guide for Students*. Routledge.
4. Fitikides, T.J. (2002). *Common Mistakes in English*, (6th Ed.). Longman
5. Wainwright, Gordon. (2007). *How to Read Faster and Recall More: Learn the Art of Speed Reading with Maximum Recall*, (3rd Ed.). How to Books.

#### Websites and eLearning Sources

1. <https://learnenglish.britishcouncil.org/>
2. <https://oneminuteenglish.org/en/best-websites-learn-english/>



Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UCR23CC03	Core Course - 3: Tally Prime	3	3

Course Objectives
To objectively present the principles of accounting and utilise Tally software.
To examine the practical applications of Tally Prime in record-keeping for both Accounts and Inventory modes.
To utilise Tally Prime tools effectively for managing Accounts Payable, Accounts Receivable, Budgets, and the maintenance of cost centres.
To propose suitable models to implement GST, TDS, and Payroll functions using Tally Prime.
To evaluate Management Information System (MIS) reports and use them proficiently to handle business data.

### UNIT I: Accounting Masters

(9 Hours)

Tally Prime: Introduction - Data Path-Company Menus (F3): Creation, alteration, deletion, select company and shut company : Features - Accounts only Company- Menus in Gateway of Tally (Accounts only Mode) Masters:( Create, alter and Chart of accounts Groups): Primary and Secondary Groups in Tally Prime : Creation, alteration and deletion of User

Defined Groups ; Ledger: Default ledgers - Creation, alteration and deletion of ledgers- Extraction of Financial statements and ratios for given ledger balances and adjustments- Recording Day to Day Transactions in Tally PRIME - Introduction - Business Transactions - Accounting Vouchers - Receipt, Contra, Payment, Purchase, Sales, Debit Note, Credit Note, Journal - Activation of inactive vouchers. Extraction of Day Book and Trial Balance

### UNIT II: Inventory Masters, Purchase and Sales order processing

(9 Hours)

Maintenance of Accounts with Inventory: Inventory Features:-Inventory Masters: Creation of Units of measure, Stock Group, Stock Category, Stock Item with or without opening balances. Maintenance of Multiple Godowns: Creation of Godowns- Multiple Price Levels- Batchwise Details-Creation of Goods related Accounting vouchers with Inventory and Godowns - Inventory Vouchers: Stock Journal, Physical Stock Journal, Receipt Note, Delivery Note, Rejection in and Rejection out Recording internal transfer of goods using stock journal - recording stock after physical verification- Purchase orders and Sales orders processing-Recording Transactions using Orders, Accounting and Inventory vouchers- Extraction of Inventory Reports.

### UNIT III: Receivable and Payable Management, Cost Centre and Budgets

(9 Hours)

Accounts Receivable and Payable Management in Tally PRIME - Maintenance of Bill wise details and activation of interest calculation in Tally PRIME- Enabling Features and Configurations- activating Billwise maintenance and Interest calculation for Ledgers - Method of adjustments in Billwise details in Recording transactions- Extracting Reports on Outstandings and Interest Calculations - Recording interest payable/receivable through credit note/debit note voucher. Maintenance of Cost Centres-Enabling Features and Configurations Creation of Cost Categories, Cost Centres and Cost Centre Class Recording Transactions with cost centre allocations. Extracting Cost Category Summary and Cost Centre Breakups - Creation of Groupwise and ledgerwise budgets-Viewing variances in Financial statements and Trial Balance - Budgets : Creation of Budgets , Recording Transactions, display budgets and variance reports.

### UNIT IV: GST and TDS

(9 Hours)

GST in Tally PRIME - Enabling GST - Defining Tax Rates at Master and Transaction Levels  
- Hierarchy of applying Tax rate details - Recording GST applied Transactions in Accounting Vouchers. Activation of TDS in Tally PRIME - TDS & TCS Masters - Configuring TDS and TCS at Group level and Ledger level - Recording TDS related Expenses and TCS related sales in Accounting Vouchers -

**UNIT V: Payroll, MIS Reporting and Management of Business Data (9 Hours)**

<b>Teaching Methodology</b>	Lecturing, PPT, Case study discussions, and flipped learning,
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1. Sarthi, T. (2021). *Basic Accounting & Inventory Tally Prime Book*. Notion Press.

1. Soumya, R.B. (2020). *Learn Tally ERP 9*. B.K. Publication Pvt Ltd.
2. Shraddha, S., & Navneet, M. (2020). *Tally ERP 9 - Power of simplicity*. V & S Publishers.
3. Sarthi, T. (2020). *GST & Taxation in Tally Prime*. Notion Press.

1. <https://www.tally.com.sg/download>
2. <https://help.tallysolutions.com/tally-prime/>
3. <https://tallysolutions.com/features/#gref>

Relationship Matrix											
Semester	Course Code			Title of the Course					Hours		Credits
2	23UCR23CC03			Core Course - 3: Tally Prime					3		3
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	2	2	2	2	2	2	2	2	2	2	2.0
CO2	2	3	3	2	2	2	2	2	3	2	2.3
CO3	2	2	2	3	3	2	2	3	2	3	2.5
CO4	2	3	2	2	2	2	3	3	3	2	2.4
CO5	3	3	3	2	3	2	3	2	2	3	2.5
Mean Overall Score											2.3 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UCR23CC04	Core Course - 4: Corporate and Business Law - 2	4	4

Course Objectives
To describe the principles governing legally binding agency contracts and partnership contracts.
To identify the legal provisions outlined in the Sales of Goods Act and Consumer Protection Act that must be adhered to in business.
To apply the legal provisions stipulated in the Partnership Act.
To examine the procedural aspects and legal provisions within the Companies Act that are relevant to the management of companies.
To ensure compliance with legal provisions concerning auditing, dividend payment, winding up of a company, insider trading, and whistle-blowing.

**UNIT I: Law of Agency (12 Hours)**  
 Law of Agency (Sec. 182 to 238) - Definition - Various kinds of Agencies - Agents by Estoppels - Agency by Ratification - Rights and duties of principal and agent - Termination of Agencies.

**UNIT II: Sale of Goods Act (12 Hours)**  
 Sale of Goods Act - Difference between Sale and other Disposition of goods - Implied conditions and warranties - Transfer of property in and title to goods - Unpaid Sellers rights - Consumer Protection Act - Definitions - Central & State Consumer Protection Council - Consumer disputes redressal Forum and Commission.

**UNIT III: Partnership Act (12 Hours)**  
 Introduction to partners- Rights and duties of partner-Relation of Partners with third parties- Position of Incoming and Outgoing Partner-Admission, Retirement, Expulsion, insolvency and Death of a partner, Transfer of partner's interest. Partnership - Definition - Registration - Duration - Types of Partner - position of minor as partner -Dissolution of partnership firm - Modes of Dissolution of partnership firm -consequences of dissolution of firm - Settlement of Accounts.

**UNIT IV: Legal provisions related corporate Management (12 Hours)**  
 Management of a corporate: Classification of directors, women directors, independent director, small shareholder's director; Disqualifications, director identity number (DIN); Appointment; Legal positions, powers and duties; removal of directors; Key managerial personnel, managing director, manager; Meetings of shareholders and board; Types of meeting, convening and conduct of meetings, postal ballot, meeting through video conferencing, e-voting; Committees of Board of Directors - Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Corporate Social Responsibility Committee.

**UNIT V: Dividend, Corporate Auditing and Provisions related to Winding up, whistle blowing and Insider Trading (12 Hours)**

Dividends, Accounts, Audit- Provisions relating to payment of Dividend, Provisions relating to Books of Account, Provisions relating to Audit, Auditors' Appointment, Rotation of Auditors, Auditors' Report, Secretarial Audit; Winding Up - Concept and modes of Winding Up. Insider-Trading, Whistle-Blowing - Insider-Trading; meaning and legal provisions; Whistleblowing: Concept and Mechanism.

Teaching Methodology	Lecturing, PPT, Case study discussions, and flipped learning,
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#### Books for Study

1. Kapoor, N. D. (2019). *Elements of Mercantile Law*. Sultan Chand & Sons.
2. Kapoor, N. D. (2019). *Elements of Company Law*. Sultan Chand & Sons.



## Books for Reference

1. Shukla, M. C. (2013). *Manual of Mercantile Law*. S. Chand & Co.
2. Jayasankar, J. (2013). *Business Law*. Margham publications.
3. Prasanta, K. G. & Balachandran, V. . *Company Law and Practice - I & II*. Sultan Chand & Sons. (Latest)

## Websites and eLearning Sources

1. <https://www.mca.gov.in/content/mca/global/en/home.html>
2. <https://consumeraffairs.nic.in/acts-and-rules/consumer-protection>
3. [https://www.mca.gov.in/Ministry/actsbills/pdf/Partnership\\_Act\\_1932.pdf](https://www.mca.gov.in/Ministry/actsbills/pdf/Partnership_Act_1932.pdf)
4. <https://www.indiacode.nic.in/bitstream/123456789/2390/1/193003.pdf>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	describe the principles of legally binding agency contract and Partnership Contract	K1
CO2	identify legal provisions of Sales of Goods Act and consumer protection act to be followed in business	K2
CO3	apply legal provisions of Partnership Act	K3
CO4	examine the procedural aspects and legal provisions of Companies Act related management of companies.	K4
CO5	comply with legal provisions relating to auditing, dividend payment winding up of a company, insider trading and whistle blowing	K5

Relationship Matrix											
Semester	Course Code		Title of the Course						Hours		Credits
2	23UCR23CC04		Core Course - 4: Corporate and Business Law - 2						4		4
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	2	2	2	3	2	1	3	2	2.3
CO2	3	3	3	3	1	2	3	3	1	2	2.4
CO3	2	3	3	3	3	2	2	3	2	3	2.6
CO4	3	2	3	3	3	2	3	3	2	3	2.7
CO5	3	3	3	3	2	3	3	2	2	2	2.6
Mean Overall Score											2.5 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UCR23CC05	Core Course - 5: Business Economics	4	4

Course Objectives
To elucidate various theories, concepts, and elements of business economics.
To analyse and illustrate the role and relevance of demand and supply in business applications.
To explain the determinants of supply and pricing decisions under various market structures.
To compare and contrast different economic systems and policies.
To analyse and succinctly summarize the macro-economic environment.

### UNIT I: Introduction to Business Economics (12 Hours)

Business economics: Meaning - Definition - Scope and Nature - Concepts applied in Business Economics - Contribution of Economics to managerial functions - Micro and Macro economics applied to business environment - Role and responsibilities of business economists.

### UNIT II: Demand Analysis (12 Hours)

Analysis of demand: Meaning of demand - the basis of consumer demand - Utility - Total Utility - Marginal Utility - Law of Diminishing Marginal Utility - Cardinal and Ordinal Concept of Utility - Law of Demand - Shift in demand curve - Meaning and nature of indifference curve - Shift in indifference curve and properties of indifference curve - Consumer equilibrium - Effect of change in price & consumption - Income & Consumer demand and substitution & Price changes.

### UNIT III: Supply and Pricing (12 Hours)

Supply and Production : Meaning of Supply - Determinants - Law - Schedule and supply curve - Elasticity of supply - Production - Production - Function- Laws of Production - Iso- Quant's - Pricing - Market structure and pricing decision - Pricing under perfect competition - Characteristic and Price determination - Monopoly - Kinds - Causes - Price Output Decision and price discrimination - Monopolistic competition - Price output decision in short and Long run - Equilibrium - Oligopoly - Definition - Sources and characteristics -Price rigidity and Price Leadership.

### UNIT IV: Economic Systems and Policies (12 Hours)

The Economic System - Capitalism and mixed economic system - Monetary Policy - Meaning - Scope - Limitations and Instruments - Fiscal policy - Definition - Objectives - Taxation Policy - Formulation and its reforms - Monetization and demonetization of currency - impacts of Indian economy

### UNIT V: Macro Economic Environment (12 Hours)

Inflation - Business Cycle and Economic Linkages - Inflation and Deflation - Meaning and Index and application of Index -Causes and Measures - Business Cycle - Phases - Characteristics and various theories - Balance of Trade and Balance of Payment - Meaning - Causes - Kinds and Measures.

Teaching Methodology	Lecturing, PPT, Case study discussions, and flipped learning,
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### Book for Study

1. Sundaram, K. P. M. & Sundaram, E. N. (2000). *Business Economics*. Sultan Chand & Sons.

### Books for Reference

1. Pindyck, R. S., Rubinfeld, D. L. & Mehta, P. L. (2012). *Microeconomics*. Pearson Education.
2. Mankiw, N. G. (2018). *Principles of Micro Economics*. Cengage Learning.
3. Maddala, G. S. & Miller, E. (1989). *Microeconomics: Theory and Applications*. McGraw-Hill Education.

- ## Websites and eLearning Sources

- | Course Outcomes |                                                                                             |                                 |
|-----------------|---------------------------------------------------------------------------------------------|---------------------------------|
| CO No.          | CO-Statements                                                                               | Cognitive Levels<br>(K - Level) |
|                 | On successful completion of this course, students will be able to                           |                                 |
| CO1             | describe various theories, concepts and elements of business Economics                      | K1                              |
| CO2             | analyze and illustrate the role and relevance of demand and supply in business applications | K2                              |
| CO3             | explain the determinants of supply and pricing decisions under various market structure     | K3                              |
| CO4             | compare and contrast different economic systems and polices.                                | K4                              |
| CO5             | analyze and summarize macro-economic environment                                            | K5                              |

Relationship Matrix											
Semester	Course Code		Title of the Course					Hours		Credits	
2	23UCR23CC05		Core Course - 5: Business Economics					4		4	
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	2	2	2	2	2	3	2	2	2	2.2
CO2	2	2	2	2	3	3	2	2	2	2	2.2
CO3	2	2	3	2	2	2	2	3	2	3	2.3
CO4	2	3	2	2	3	2	3	2	2	3	2.4
CO5	3	2	2	2	2	2	3	2	2	3	2.3
Mean Overall Score											2.2 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UCR23AC02	Allied Course - 2: Business Statistics	6	4

Course Objectives
To acquire knowledge of measures of central tendency, measures of skewness, time series, probability, basic statistical concepts, and SPSS.
To understand the concepts of averages, correlation, index numbers, addition theorem, and multiplication in probability, particularly in the context of SPSS.
To apply measures of dispersion, curve fitting, and index number theory to find solutions to real-life problems in terms of business.
To compare measures of central tendency, assess the accuracy of given data through correlation analysis, and analyze, Laspeyre's, Paasche's, Bowley's, and Fisher's ideal methods, as well as research in behavioral sciences using SPSS.
To evaluate various measures of central tendency and measures of skewness using the SPSS package, different indices, and problems based on addition and multiplication theorems.

#### UNIT I (18 Hours)

Measures of central tendency - arithmetic mean, median & mode - correction of incorrect values - Open end classes - median for unequal intervals - quartiles, deciles & percentiles - relation between AM, median & mode - Measures of dispersion - Range - Quartile deviation - Mean deviation - standard deviation - relation between QD, MD & SD - coefficient of variation (simple problems & business applications only).

#### UNIT II (18 Hours)

Measures of Skewness - computation of Karl Pearson's & Bowley's co-efficient of skewness - Correlation analysis - types of correlation - calculation - rank correlation without tie in ranks - Association of two attributes - types of association - consistency of data - Comparison of observed and expected frequencies - Yule's coefficient of association (simple problems & business applications only)

#### UNIT III (18 Hours)

Index numbers - Methods of constructing indices - simple aggregative method - Weighted aggregative indices - Laspeyre's, Paasche's, Bowley's & Fisher's ideal method - weighted aggregative indices - quantity & value indices - test of adequacy of indices - time reversal test - factor reversal test - family budget method - method of least squares - fitting a straight line trend only (simple problems & business applications only)

#### UNIT IV (18 Hours)

Probability - concepts of probability - applications of addition theorem & multiplication theorem (no proofs, simple problems & business applications only)

#### UNIT V (18 Hours)

SPSS - introduction - Basic statistical concepts - Research in behavioral sciences - Types of variables - Reliability and Validity - summarizing data - Basic concepts - Measures central tendency - Variation - Skewness.

Teaching Methodology	Lecturing, PPT, Case study discussions, and flipped learning
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#### Books for Study

- Gupta, S. P. (2005). *Statistical Methods*, (33rd Ed.), Sultan Chand & Sons.  
Unit-I Chapter 7 (Vol. I), Pages 177-189, 196-222, Chapter 8 (Vol. I), Pages 268-289, 293-301.

Relationship Matrix											
Semester	Course Code		Title of the Course					Hours		Credits	
2	23UCR23AC02		Allied Course - 2: Business Statistics					6		4	
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	2	3	1	1	3	2	3	2	3	2.2
CO2	1	2	3	2	3	2	3	2	3	2	2.3
CO3	2	3	2	1	2	3	3	2	2	3	2.3
CO4	1	2	2	2	3	1	3	2	2	3	2.1
CO5	1	2	2	3	1	2	3	2	2	3	2.1
Mean Overall Score											2.2 (High)

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UHE24VE02	Value Education - 2: Fundamentals of Human Rights	2	1

Course Objectives
To sensitize students about various human rights and their importance
To empower them with the right understanding of human rights
To enable them to understand the Fundamental rights and the duties in the constitution of India
To help them comprehend the background, principles and the articles of UDHR
To make them involved in activities to defend human rights

#### **UNIT I: Human Rights - An Introduction (6 Hours)**

Introduction- Classification of Human Rights- Scope of Human Rights-Characteristics of Human Rights - Challenges for Human Rights in the 21<sup>st</sup> Century.

#### **UNIT II: Historical Development of Human Rights (6 Hours)**

Human Rights in Pre-World War Era- Human Rights in Post-World War Era- Evolution of International Human Rights Law - the General Assembly Proclamation- Institution Building, Implementation and the Post- Cold War Period. The ICC.

#### **UNIT III: India and Human Rights (6 Hours)**

Introduction- Preamble to Indian Constitution - Classification of Fundamental Rights-Salient Features of Fundamental Rights-and Fundamental Duties.

#### **UNIT IV: Human Rights of Women and Children (6 Hours)**

Women's Human Rights- Issues related to women's rights - and Rights of Women's and Children

#### **UNIT V: Human Rights Violations and Organizations (6 Hours)**

Human Rights Violations - Human Rights Violations in India - the Human Rights Watch Report, January 2012- Human Rights Organizations – NHRC – SHRC.

<b>Teaching Methodology</b>	Chalk and Talk, Power point, Handouts and Group discussion
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#### **Book for Study**

1. Department of Human Excellence, (2021). *Techniques of Social Analysis: Fundamentals of Human Rights*.

#### **Books for Reference**

1. Venkatachalem. (2005). *The Constitution of India*, Giri Law House.
2. Naik, V. & Shany, M. (2011). *Human rights education and training*, Crescent Publishing Corporation.
3. Neera, B. (2011). *Human Rights Content and Extent*. Swastika Publications.

#### **Websites and eLearning Sources**

1. <https://www.un.org/en/universal-declaration-human-rights/>
2. <https://www.ilo.org/global/lang--en/>
3. <https://www.amnesty.org/en/>

Course Outcomes		
CO No.	CO-Statements	Cognitive Levels (K - Level)
	On successful completion of this course, students will be able to	
CO1	Identify the importance and the values of human rights	K1
CO2	Understand the historical background and the development of Human Rights and the related organizations	K2
CO3	Apply the provisions of National and International human rights to themselves and the society	K3

Relationship Matrix											
Semester	Course Code		Title of the Course					Hours	Credits		
2	23UHE24VE02		Value Education - 2: Fundamentals of Human Rights					2	1		
Course Outcomes	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	2	1	2	2	3	2	2	2	2	2.1
CO2	3	2	1	2	2	3	2	2	2	2	2.1
CO3	3	2	2	2	2	2	3	2	1	2	2.1
Mean Overall Score										2.1 (Medium)	

Semester	Course Code	Title of the Course	Hours/Week	Credits
2	23UHE24AE01	Ability Enhancement Compulsory Course - 2: Environmental Studies	2	1

Course Objectives
To enable students connect themselves with nature
To Impart knowledge of the concept of Biodiversity
To create awareness of the causes and consequences of various pollution
To help them recognize the available natural resources and the need to sustain them
To enable them to Identify the environmental problems and offer alternatives by making interventions both individually and collectively

#### **UNIT I: Introduction to Environmental Studies (6 Hours)**

Introduction – Scope and Importance – Subsystems of Earth – Various recycling Methods – Environmental Movements in India – Eco- Feminism – Public awareness – Suggestions to conserve environment

#### **UNIT II: Natural Resources (6 Hours)**

Food Resources – Land Resources – Forest resources – Mineral Resources – Water Resources – Energy Resources

#### **UNIT III: Ecosystems, Biodiversity and Conservation (6 Hours)**

General structure of ecosystem - Functions of Ecosystem - Energy flow and Ecological pyramids – Levels of Biodiversity - Hot spots of Biodiversity - Endangered and Endemic Species - Value of Biodiversity - Threats to Biodiversity - Conservation of Biodiversity

#### **UNIT IV: Environmental Pollution (6 Hours)**

Air Pollution – Water Pollution – Oil Pollution – Soil Pollution – Marine Pollution – Noise Pollution - Thermal Pollution – Radiation Pollution

#### **UNIT V: Environmental Organizations and Treatise (6 Hours)**

United Nations Environment Program (UNEP) - International treaties on Environmental protection - Ministry of Environment, Forest and Climate Change - Important National Environmental Acts and rules– Environmental Impact assessment - Issues deals with Population growth.

<b>Teaching Methodology</b>	Chalk and Talk, Power point and Field visit
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#### **Book for Study**

1. Department of Human Excellence, (2021). *Environmental Studies*.

#### **Books for Reference**

1. Rathor, V.S. & Rathor B. S. (2013). *Management of Natural Resources for Sustainable Development*. Daya Publishing House.
2. Sharma P.D. (2010). *Ecology and Environment*, (8th Ed.). Rastogi Publications.
3. Agrawal, A & Gibson, C.C. (2001). *Introduction: The Role of Community in Natural Resource Conservation*. Rutgers University Press.

#### **Websites and eLearning Sources**

1. <https://www.unep.org/>
2. <http://moef.gov.in/en/>
3. <https://www.ipcc.ch/reports/>



