



Hindi VidyaPracharSamiti's  
**RamniranjanJhunjhunwala College**  
of Arts, Science & Commerce  
(Autonomous College)



Affiliated to  
**UNIVERSITY OF  
MUMBAI**

**Syllabus for the SYBVOC**  
**Program: BVOC**  
**Course: Financial market and services**  
**Code:RJCUBVOCFMS**

**SYBVOC (Financial market and services) Syllabus Semester III & IV****DISTRIBUTION OF TOPICS AND CREDITS****SYBVOC FMS SEMESTER III**

<b>Course</b>	<b>Nomenclature</b>	<b>Credits</b>	<b>Topics</b>
<b>RJCUBVOCFMS 301</b>	<b>Introduction to Cost Accounting</b>	<b>6</b>	1. Classification of Costs and Cost Sheet
			Goodg2. Reconciliation of cost and financial accounts
			3. Contract Costing
			4. Process Costing
<b>RJCUBVOCFMS 302</b>	<b>Commodity &amp; Derivative Market</b>	<b>6</b>	1. Introduction to Commodities Market and Derivatives Market
			2. Futures and Hedging
			3. Options and Option Pricing Models
			4. Trading, Clearing & Settlement In Derivatives Market and Types of Risk
<b>RJCUBVOCFMS 303</b>	<b>Tally</b>	<b>6</b>	1. Brief introduction to computerized accounting
			2. Company information
			3. Implementation of TDS in Tally
			4. Excise duty in Tally
<b>RJCUBVOCFMS 304</b>	<b>Risk Management</b>	<b>4</b>	1. Foundation of Corporate Communication
			2. Understanding Public Relations
			3. Portfolio theory and application of Risk management
			4. Derivative strategy: Application of Risk Management
<b>RJCUBVOCFMS 305</b>	<b>Quantitative methods for Business-I</b>	<b>4</b>	1. Introduction to Statistics
			2. Measures of Dispersion, Co-Relation and Linear Regression
			3. Time Series and Index Number
			4. Probability and Decision Theory.
<b>RJCUBVOCFMS 306</b>	<b>Ethics &amp; Governance</b>	<b>4</b>	1. Introduction to Ethics and Business Ethics
			2. Ethics in Marketing, Finance and HRM
			3. Corporate Governance
			4. Corporate Social Responsibility (CSR)

**SYBVOC (Financial market and services) Syllabus Semester III & IV****SEMESTER IV**

Course	Nomenclature	Credits	Topics
<b>RJCUBVOCFMS401</b>	<b>Business Research Methodology</b>	<b>6</b>	1. Introduction to Business Research Methods
			2. Data Collection and Processing
			3. Data Analysis and Interpretation
			4. Advanced Techniques in Report Writing
<b>RJCUBVOCFMS402</b>	<b>Financial Service- Insurance</b>	<b>6</b>	1. Introduction to insurance
			2. Risk management Concept of risk
			3. Life Insurance Classification of Insurance
			4. General Insurance
<b>RJCUBVOCFMS403</b>	<b>Wealth Management</b>	<b>6</b>	1. Introduction
			2. Insurance Planning and Investment Planning
			3. Financial Mathematics/ Tax and Estate Planning
			4. Retirement Planning/ Income Streams & Tax Savings Schemes
<b>RJCUBVOCFMS404</b>	<b>Financial Management</b>	<b>4</b>	1. Introduction
			2. Cost of capital and capital structures
			3. Capital Budgeting
			4. Business Restructuring
<b>RJCUBVOCFMS405</b>	<b>Quantitative Methods for Business - II</b>	<b>4</b>	1. Decision Theory
			2. Linear Programming Models
			3. Transportation Models
			4. Assignment Models
<b>RJCUBVOCFMS406</b>	<b>Business Law</b>	<b>4</b>	1. Contract Act
			2. Special Contract
			3. SEBI
			4. IPR

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

SEMESTER III		L	C r
Paper-I: Introduction to Cost Accounting	Paper Code: RJCUBVOCFMS301	60	06
UNIT I		15	
Classification of Costs and Cost Sheet			
<ul style="list-style-type: none"><li>• Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre</li><li>• Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose</li><li>• Simple practical problems on preparation of cost sheet</li></ul>			
UNIT II		15	
Reconciliation of cost and financial accounts			
<ul style="list-style-type: none"><li>• Practical problems based on reconciliation of cost and Financial accounts</li></ul>			
UNIT III		15	
Contract Costing			
<ul style="list-style-type: none"><li>• Progress payments, Retention money, Contract accounts, Accounting for material.</li><li>• Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries.</li><li>• Excluding Escalation clause</li></ul> Note- Simple practical problems			
UNIT IV		15	
Process Costing			
<ul style="list-style-type: none"><li>• Process loss, Abnormal gains and losses, Joint products and by products.</li><li>• Excluding Equivalent units, Inter-process profit</li></ul> Note- Simple Practical problems Process Costing and joint and by products			

<b>SYBVOC</b>	<b>Semester III Practical</b>
<b>RJCUBVOCFMS3 01</b>  <b>Paper-I Introduction to Cost Accounting</b>	<p><b><u>Learning Objectives:</u></b></p> <ul style="list-style-type: none"><li>➤ Calculation of the cost of production from one level to another, wage calculation, different type of overhead and their calculations, How to do an reconciliation, estimation about the future cost .</li></ul> <p><b><u>Course Outcome:</u></b></p> <ul style="list-style-type: none"><li>➤ A production department has different component involved like workers, raw materials to be purchase, wastage of raw materials overhead till it reaches to the final product. As a finance student s should have the knowledge related to the production and it will involve the price of the product the labour skilled enough to completed the production on time.</li></ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER III</b>		<b>L</b>	<b>Cr</b>
<b>Paper-II: Commodity &amp; Derivative Market</b>	<b>Paper Code: RJCUBVOCFMS302</b>	<b>60</b>	<b>06</b>
<b>UNIT I</b>		<b>15</b>	
<b>Introduction to Commodities Market and Derivatives Market</b>			
<ul style="list-style-type: none"> <li>• Introduction to Commodities Market :</li> <li>• Meaning, History &amp; Origin, Types of Commodities Traded, Structure of Commodities Market in India, Participants in Commodities Market, Trading in Commodities in India(Cash &amp; Derivative Segment), Commodity Exchanges in India &amp; Abroad, Reasons for Investing in Commodities</li> <li>• Introduction to Derivatives Market:</li> <li>• Meaning, History &amp; Origin, Elements of a Derivative Contract, Factors Driving Growth of Derivatives Market, Types of Derivatives, Types of Underlying Assets, Participants in Derivatives Market, Advantages &amp; Disadvantages of Trading in Derivatives Market, Current Volumes of Derivative Trade in India, Difference between Forwards &amp; Futures.</li> </ul>			
<b>UNIT II</b>		<b>15</b>	
<b>Futures and Hedging</b>			
<p><b>a) Futures:</b> Futures Contract Specification, Terminologies, Concept of Convergence, Relationship between Futures Price &amp; Expected Spot Price, Basis &amp; Basis Risk, Pricing of Futures Contract, Cost of Carry Model</p> <p><b>b) Hedging:</b> Speculation &amp; Arbitrage using Futures, Long Hedge – Short Hedge, Cash &amp; Carry Arbitrage, Reverse Cash &amp; Carry Arbitrage, Payoff Charts &amp; Diagrams for Futures Contract, Perfect &amp; Imperfect Hedge</p>			
<b>UNIT III</b>		<b>15</b>	
<b>Trading, Clearing &amp; Settlement In Derivatives Market &amp; Types of Risk</b>			

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<ul style="list-style-type: none"> <li>Options Contract Specifications, Terminologies, Call Option, Put Option Difference between Futures &amp; Options, Trading of Options, Valuation of Options Contract, Factors affecting Option Premium, Payoff Charts &amp; Diagram <ul style="list-style-type: none"> <li>for Options Contract, Basic Understanding of Option Strategies - Options Pricing Models: Binomial Option Pricing Model, Black - Scholes Option Pricing Model</li> </ul> </li> </ul>		
<b>UNIT IV</b>		
<b>Trading, Clearing &amp; Settlement In Derivatives Market &amp; Types of Risk</b>	<b>15</b>	
<ul style="list-style-type: none"> <li>Trading, Clearing &amp; Settlement In Derivatives Market:</li> <li>Meaning and Concept, SEBI Guidelines, Trading Mechanism – Types of Orders, Clearing Mechanism – NSCCL – its Objectives &amp; Functions, Settlement Mechanism – Types of Settlement</li> <li>Types of Risk:</li> <li>Value at Risk, Methods of calculating VaR, Risk Management Measures, Types of Margins, SPAN Margin</li> </ul>		

<b>SYBVOC</b>	<b>Semester III Theory</b>
<b>RJCUBVOCFMS302</b>  <b>Paper II</b> <b>Commodity &amp; Derivative Market</b>	<p><b><u>Learning Outcomes:</u></b></p> <p>The aims of the course are to:</p> <ul style="list-style-type: none"> <li>➤ Provide a rigorous understanding of different derivative instruments</li> <li>➤ Develop working knowledge on the use of derivatives in risk management</li> <li>➤ Provide necessary skills to value options and futures.</li> </ul> <p><b><u>Course Outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ Have a good understanding of derivative securities</li> <li>➤ Acquire knowledge of how forward contracts, futures contracts, swaps and options work, how they are used and how they are priced</li> <li>➤ Be able to describe and explain the fundamental features of a range of key financial derivative instruments</li> <li>➤ Be able to decide which securities to use for hedging and/or speculative purposes</li> </ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER III</b>		<b>L</b>	<b>C</b>
<b>Paper-III: TALLY</b>	<b>Paper Code: RJCUBVOCFMS303</b>	<b>60</b>	<b>06</b>
<b>UNIT I</b>		<b>15</b>	
<b>Brief Introduction to Computerized Accounting</b>			
<ul style="list-style-type: none"> <li>Brief introduction to computerized accounting, Introduction to Tally, Starting Tally</li> </ul>			
<b>UNIT II</b>		<b>15</b>	
<b>Company Information</b>			
<ul style="list-style-type: none"> <li>Company information, Accounting maintenance, Accounting vouchers, Cost allocation, Inventory maintenance, Inventory vouchers, Implementation of VAT and CST in Tally</li> </ul>			
<b>UNIT III</b>		<b>15</b>	
<b>Implementation of TDS in Tally</b>			
<ul style="list-style-type: none"> <li>Implementation of TDS in Tally, Implementation TCS in Tally, Service Tax in Tally</li> </ul>			
<b>UNIT IV</b>		<b>15</b>	
<b>Excise duty in Tally</b>			
<ul style="list-style-type: none"> <li>Excise duty in Tally, Utilities, Working with multiple companies, Security control, Year-end processing, Reports, Printing from Tally, Payroll accounting, Job costing and POS in Tally.</li> </ul>			

<b>SYBVOC</b>	<b>Semester III Practical</b>
<b>RJCUBVOCFMS303</b>	<b><u>Learning Outcomes:</u></b>
<b>Paper-III Tally</b>	<ul style="list-style-type: none"> <li>➤ Learning data entry in Tally.ERP9/Computerised Accounting for different type of Business Organisations and Personal Accounting.</li> <li>➤ Inventory (Stock) Management.</li> <li>➤ Finding out slow moving and fast moving items and preparing re-order levels accordingly.</li> </ul>



**SYBVOC (Financial market and services) Syllabus Semester III & IV**

	<ul style="list-style-type: none"><li>➤ Bank Reconciliation and Reconciling Debtor and Creditors.</li><li>➤ Learning latest Tax implementation and preparing the reports for filing Tax the return eg. GST, Income Tax etc.</li><li>➤ Learning Finalization of Accounts for Audit and IT.</li><li>➤ Generating MIS Reports like Cash Flow, Fund Flow and Ratio Analysis.</li><li>➤ Budget and Control, Future Planning.</li></ul> <p><b><u>Course Outcomes:</u></b></p> <ul style="list-style-type: none"><li>➤ The learner gets through knowledge of working with Tally to become an Expert.</li><li>➤ The learner will understand the Inventory Management and will be able to analyse the stock movement, negative stock, pilferage etc.</li><li>➤ Access Real time Reports.</li><li>➤ Become an independent accountant.</li><li>➤ An asset to a organization in making decisions related to finance.</li></ul>
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**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER III</b>		<b>L</b>	<b>C R</b>
<b>Paper-IV Risk Management</b>	<b>Paper Code: RJCUBVOCFMS304</b>	<b>06</b>	<b>04</b>
<b>UNIT I</b>		<b>15</b>	
<b>Foundation of Corporate Communication</b>			
<ul style="list-style-type: none"> <li>Foundation of Corporate Communication</li> <li>Definition, Risk Process, Risk Organization, Key Risks –Interest, Market, Credit, Currency, Liquidity, Legal, Operational</li> <li>Risk Management V/s Risk Measurement – Managing Risk, Diversification, Investment Strategies and Introduction to Quantitative Risk Measurement and its Limitations</li> <li>Principles of Risk - Alpha, Beta, R squared, Standard Deviation, Risk Exposure Analysis, Risk Immunization, Risk and Summary Measures –Simulation Method, Duration Analysis, Linear and other Statistical Techniques for Internal Control</li> <li></li> </ul>			
<b>UNIT II</b>		<b>15</b>	
<b>Understanding Public Relations</b>			
<ul style="list-style-type: none"> <li>Risk Hedging Instruments and Mechanism: Forwards, Futures, Options, Swaps and Arbitrage Techniques, Risk Return Trade off, Markowitz Risk Return Model, Arbitrage Theory, System Audit Significance in Risk Mitigation</li> <li>Enterprise Risk Management: Risk Management V/s Enterprise Risk Management, Integrated Enterprise Risk Management, ERM Framework, ERM Process, ERM Matrix, SWOT Analysis, Sample Risk Register</li> </ul>			
<b>UNIT III</b>		<b>15</b>	
<b>Portfolio theory and application of Risk management</b>			
<ul style="list-style-type: none"> <li>Asset portfolio theory Calculation of variance, covariance &amp; Correlation</li> <li>Beta calculation : Pure play method</li> <li>Capital asset pricing model</li> </ul>			
<b>UNIT IV</b>		<b>15</b>	
<b>Derivative strategy: Application of Risk Management</b>			
<ul style="list-style-type: none"> <li>Basics of Forward, future, option and Swap</li> <li>Put call parity</li> <li>Covered call, protective put , Straddle Strategies</li> <li>Delta hedging</li> </ul>			

<b>SYBVOC</b>	<b>Semester III</b>
<b>RJCUBVOCFMS304</b>  <b>Paper-IV</b> <b>Risk Management</b>	<p><b><u>Learning Outcome:</u></b></p> <ol style="list-style-type: none"><li>1. Familiarization of different types of Financial Risk</li><li>2. Different ways of managing the risk.</li><li>3. Importance of construction of Portfolio.</li><li>4. Measurement of Risk</li><li>5. Familiarization of various derivative products and their application in mitigating risk.</li></ol> <p><b><u>Course Outcome:</u></b></p> <ol style="list-style-type: none"><li>1. The learners can differentiate between various risk type</li><li>2. The learners are familiar with ways of managing risk.</li><li>3. They are familiar with financial products which can help them mitigating the risk.</li><li>4. The learners gain the knowledge of portfolio construction and its various aspects.</li><li>5. The Learners are aware of various financial terminology associated with risk management..</li></ol>

**SYBVOG (Financial market and services) Syllabus Semester III & IV**

SEMESTER III		L	C
Paper V: Quantitative Methods for Business - I	Paper Code: RJCUBVOCFMS305	60	04
UNIT I		12	
Introduction to Statistics			
<ul style="list-style-type: none"><li>• Introduction: Functions/Scope, Importance, Limitations</li><li>• Measures Of Central Tendency: Mean(A.M, Weighted, Combined) Median(Calculation and graphical using O-gives), Mode(Calculation and Graphical using Histogram), Comparative analysis of all measures of Central Tendency</li></ul>			
UNIT II		12	
Measures of Dispersion, Co-Relation and Linear Regression			
<ul style="list-style-type: none"><li>• Measures Of Dispersion: Range with C.R(Co-Efficient Of Range), Quartiles &amp; Quartile deviation with CQ (Co-Efficient Of Quartile), Mean Deviation from mean with CMD (Co-Efficient Of Mean Deviation), Standard deviation with CV(Co-Efficient Of Variance), Skewness &amp; Kurtosis (Only concept)</li><li>• Co-Relation: Karl Pearson, Rank Co-Relation</li><li>• Linear Regression: Least Square Method</li></ul>			
UNIT III		13	
Time Series and Index Number			
<ul style="list-style-type: none"><li>• Time Series: Least Square Method, Moving Average Method, Determination of Season.</li><li>• Index Number: Simple (unweight) Aggregate Method, Weighted Aggregate Method, Simple Average of Price Relatives, Weighted Average of Price Relatives, Chain Base Index Numbers, Base Shifting, Splicing and Deflating, Cost of Living Index Number</li></ul>			
UNIT IV		13	
Probability and Decision Theory			

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<ul style="list-style-type: none"> <li>• Probability: Concept of Sample space, Concept of Event, Definition of Probability, Addition &amp; Multiplication laws of Probability, Conditional Probability, Bayes' Theorem(Concept only), Expectation &amp; Variance, Concept of Probability Distribution(Only Concept)</li> <li>• Decision Theory: Acts, State of Nature Events, Pay offs, Opportunity loss, Decision Making under Certainty, Decision Making under Uncertainty, Non-Probability: Maximax, Maximin, Minimax, Regret, Laplace &amp; Hurwicz</li> <li>• Probabilistics (Decision Making under risk): EMV, EOL, EVPI</li> <li>• Decision Tree</li> </ul>	
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<b>SYBVOC</b>	<b>Semester III Practical</b>
<b>RJCUBVOCRE305</b>  <b>Paper-V</b> <b>Quantitative</b> <b>Methods for</b> <b>business - I</b>	<p><b><u>Learning Objectives:</u></b></p> <ul style="list-style-type: none"> <li>➤ Understand meaning, nature and importance of statistics and to develop the ability to analyze and interpret data.</li> <li>➤ To provide an understanding for the graduate business students on statistical concepts, know the main properties of each statistical tools and select the most appropriate one for use with a given set of data.</li> <li>➤ Enable students to apply basic statistical techniques and methods for grouping, tabular and graphical display, analysis and interpretation of statistical data.</li> <li>➤ Understand some basic terminology in Probability and approach to decision making.</li> <li>➤ To understand association between two variables, obtain a Regression line and use Regression coefficients to sensibly make forecasts.</li> </ul> <p><b><u>Course Outcome:</u></b></p> <p>After successful completion of the course, students are expected to obtain the following skills:</p> <ul style="list-style-type: none"> <li>➤ The ability to interpret statistical analysis tools commonly used in the work place.</li> <li>➤ Independently calculate, basic statistical parameters like mean, median, mode, correlation coefficients, regression lines etc.,</li> </ul>

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	<ul style="list-style-type: none"> <li>➤ Produce appropriate graphical and numerical descriptive statistics for different types of data.</li> <li>➤ Based on the acquired knowledge, to interpret the meaning of the calculated statistical indicators.</li> <li>➤ Choose a statistical method for solving practical problem.</li> </ul>
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<b>SEMESTER III</b>		<b>L</b>	<b>Cr</b>
<b>Paper VI: Ethics &amp; Governance</b>	<b>Paper Code: RJCUBVOCFMS306</b>	<b>60</b>	<b>04</b>
<b>UNIT I</b>		<b>15</b>	
<b>Introduction to Ethics and Business Ethics</b>			
<ul style="list-style-type: none"> <li>● Concept of Ethics, Evolution of Ethics, Nature of Ethics- Personal, Professional, Managerial Importance of Ethics, Objectives, Scope, Types – Transactional, Participatory and Recognition</li> <li>● Business Ethics: Meaning, Objectives, Purpose and Scope of Business Ethics</li> <li>● Towards Society and Stakeholders, Role of Government in Ensuring Business Ethics</li> <li>● Principles of Business Ethics, 3 Cs of Business Ethics – Compliance, Contribution and Consequences</li> <li>● Myths about Business Ethics</li> <li>● Ethical Performance in Businesses in India</li> </ul>			
<b>UNIT II</b>		<b>15</b>	
<b>Ethics in Marketing, Finance And HRM</b>			
<ul style="list-style-type: none"> <li>● Ethics in Marketing: Ethical issues in Marketing Mix, Unethical Marketing Practices in India, Ethical Dilemmas in Marketing, Ethics in Advertising and Types of Unethical Advertisements</li> <li>● Ethics In Finance: Scope of Ethics in Financial Services, Ethics of a Financial Manager – Legal Issues, Balancing Act and Whistle Blower, Ethics in Taxation, Corporate Crime - White Collar Crime and Organised Crime, Major Corporate Scams in India, Role of SEBI in Ensuring Corporate Governance, Cadbury Committee Report, 1992</li> <li>● Ethics in Human Resource Management: Importance of Workplace Ethics, Guidelines to Promote Workplace Ethics, Importance of Employee Code of Conduct, Ethical Leadership</li> </ul>			
<b>UNIT III</b>		<b>15</b>	
<b>Corporate Governance</b>			

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<ul style="list-style-type: none"> <li>• Concept, History of Corporate Governance in India,</li> <li>• Need for Corporate Governance</li> <li>• Significance of Ethics in Corporate Governance</li> <li>• Principles of Corporate Governance, Benefits of Good Governance</li> <li>• Issues in Corporate Governance</li> <li>• Theories- Agency Theory, Shareholder Theory, Stakeholder Theory and Stewardship Theory</li> <li>• Corporate Governance in India, Emerging Trends in Corporate Governance, Models of Corporate Governance, Insider Trading</li> </ul>	
<b>UNIT IV</b>	<b>15</b>
<b>Corporate Social Responsibility CSR</b>	
<ul style="list-style-type: none"> <li>• Meaning of CSR, Evolution of CSR, Types of Social Responsibility</li> <li>• Aspects of CSR- Responsibility, Accountability, Sustainability and Social Contract</li> <li>• Need for CSR</li> <li>• CSR Principles and Strategies</li> <li>• Issues in CSR</li> <li>• Social Accounting: Tata Group's CSR Rating Framework, Sachar Committee Report on CSR, Ethical Issues in International Business Practices, Recent Guidelines in CSR</li> <li>• Society's Changing Expectations of Business With Respect to Globalisation</li> <li>• Future of CSR</li> </ul>	

<b>SYBVOC</b>	<b>Semester III Theory</b>
<b>RJCUBVOCFMS3 06</b>  <b>Paper VI Ethics &amp; Governance</b>	<b>Course Outcomes</b> <ul style="list-style-type: none"> <li>➤ The Learner will get the understanding of ethical issues related to business.</li> </ul> <p>The learners will learn good governance necessary for long term survival of business.</p> <b>Learning Outcomes</b> <ul style="list-style-type: none"> <li>➤ Promote understanding of the importance, for business and the community, of ethical conduct.</li> <li>➤ Provide the skills with which to recognise and resolve ethical issues in business.</li> <li>➤ Enhance awareness and critical self-examination of one's own values, and to appreciate the relevance of personal values in the business/workplace setting.</li> </ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

	➤ Encourage reflection on the ethical dimension of your own decision-making in workplace and other settings.
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**SEMESTER IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>C r</b>
<b>Paper-I: Business Research Methodology</b>	<b>Paper Code: RJCUBVOCFMS401</b>	<b>60</b>	<b>06</b>
<b>UNIT I</b>		<b>18</b>	
<b>Introduction to Business Research Methods</b>			
<ul style="list-style-type: none"> <li>• Meaning and Objectives of Research</li> <li>• Types of Research – (a) Pure, Basic and Fundamental (b) Applied (c) Empirical (d) Scientific &amp; Social (e) Historical (f) Exploratory (g) Descriptive (h) Causal. Concepts in Research: Variables, Qualitative and Quantitative Research</li> <li>• Stages in Research Process</li> <li>• Characteristics of Good Research</li> <li>• Hypothesis - Meaning, Nature, Significance, Types of Hypothesis, Sources</li> <li>• Research Design – Meaning, Definition, Need and Importance, Steps in Research Design, Essentials of a Good Research Design, Areas/Scope of Research Design and Types - Descriptive, Exploratory and Causal</li> <li>• Sampling – (a) Meaning of Sample and Sampling, (b) Methods of Sampling - (i) Non Probability Sampling – Convenient, Judgement, Quota, Snow ball (ii) Probability – Simple Random, Stratified, Cluster, Multi Stage.</li> </ul>			
<b>UNIT II</b>		<b>14</b>	
<b>Data Collection and Processing</b>			
<ul style="list-style-type: none"> <li>• Types of Data and Sources - Primary and Secondary Data Sources</li> <li>• Methods of collection of primary data               <ul style="list-style-type: none"> <li>• Observation - (i) structured and unstructured, (ii) disguised and undisguised, (iii) mechanical observations (use of gadgets)</li> <li>• Experimental - (i) Field, (ii) Laboratory</li> <li>• Interview – (i) Personal Interview, (ii) focused group, (iii) in-depth interviews - Method</li> </ul> </li> </ul>			



**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<ul style="list-style-type: none"> <li>Survey – Telephonic survey, Mail, E-mail, Internet survey, Social Media, and Media Listening</li> <li>Survey Instrument – (i) Questionnaire designing, (ii) Types of questions – (a) structured/ close ended and (b) unstructured/ open ended, (c) Dichotomous, (d) Multiple Choice Questions</li> <li>Scaling techniques - (i) Likert scale, (ii) Semantic Differential scale</li> </ul>		
<b>UNIT III</b>	<b>16</b>	
<b>Data Analysis and Interpretation</b>		
<ul style="list-style-type: none"> <li>Processing of data – i) Editing - field and office editing, ii) coding – meaning and essentials, iii) tabulation – note</li> <li>Analysis of data- Meaning, Purpose, types.</li> <li>Interpretation of data- Essentials, importance and Significance of processing data</li> <li>Multivariate analysis – concept only</li> <li>Testing of hypothesis – concept and problems – (i) chi square test, (ii) Z and t-test (for large and small sample)</li> </ul>		
<b>UNIT IV</b>	<b>12</b>	
<b>Advanced Techniques in Report Writing</b>		
<ul style="list-style-type: none"> <li>Report Writing – (i) Meaning, Importance, Functions of Reports, Essential of a Good Report, Content of Report, Steps in writing a Report, Types of Reports, Footnotes and Bibliography</li> <li>Ethics and Research</li> <li>Objectivity, Confidentiality and Anonymity in Research</li> <li>Plagiarism</li> </ul>		

<b>SYBVOC</b>	<b>Semester IV Theory</b>
<b>RJCUBVOCFMS401</b>  <b>Paper I</b> <b>Business Research Methodology</b>	<p><b>Course Outcomes:</b></p> <ul style="list-style-type: none"><li>➤ Write a literature review that synthesises and evaluates literature in a specific topic area to justify a research questions</li><li>➤ Apply appropriate research design and methods to address a specific research question and acknowledge the ethical implications of the research</li><li>➤ Develop a research proposal as the basis for a thesis</li><li>➤ Present and defend a research proposal.</li></ul> <p><b>Learning Outcomes:</b></p> <ul style="list-style-type: none"><li>➤ Clearly identify and analyse business problems and identify appropriate and effective ways to answer those problems</li><li>➤ Understand and apply the major types of research designs</li><li>➤ Formulate clearly defined research questions</li><li>➤ Analyse and summarise key issues and themes from existing literature</li><li>➤ Evaluate and conduct research</li><li>➤ Understand the ethical issues associated with the conduct of research</li><li>➤ Be able to formulate and present effective research reports</li></ul>

**SYBVOG (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>C r</b>
<b>Paper II: Financial Service- Insurance</b>	<b>Paper Code: RJCUBVOCFMS402</b>	<b>60</b>	<b>06</b>
<b>UNIT I</b>		<b>15</b>	
<b>Introduction to Insurance</b>			
<ul style="list-style-type: none"> <li>Insurance - Definition and basic concepts-Need for and Importance of insurance Nature of insurance - Benefits of Insurance - Origin and Development of Insurance</li> <li>Principles of insurance - Utmost good Faith - Insurable interest- indemnity - Contribution</li> <li>Subrogation-Proximate cause-Reinsurance-Purpose and Types of Reinsurance -Double Insurance</li> </ul>			
<b>UNIT II</b>		<b>14</b>	
<b>Risk Management Concept of risk</b>			
Risk v/s uncertainty - Types of risks-Pure and Speculative risks- Internal and External risks-Fundamental and Particular risks-Static and Dynamic risks-Insurable and Non insurable risks-objectives and Importance of risk management- Risk management process— Methods of handling risks--Risk identification			
<b>UNIT III</b>		<b>16</b>	
<b>Life Insurance Classification of Insurance</b>			
Life insurance-Origin and Development of life insurance - Features of life insurance contract - Advantages of life insurance - Types of Life insurance plans – Whole life insurance-Term insurance-Endowment and Money Back policies-Unit linked insurance plan- Children plans-Group life insurance-Annuities and Pensions-Riders-Calculation of premium-Surrender value and paid up value of policy			
<b>UNIT IV</b>		<b>12</b>	
<b>General Insurance General insurance</b>			
<ul style="list-style-type: none"> <li>Essentials of General insurance contract-Role of General insurance in Economic a development- Fire insurance-Principles of fire insurance-Types of fire insurance policies--Marine insurance-Scope of marine insurance - Principles of Marine insurance-Marine insurance policies - Motor insurance-Kinds of motor vehicle insurance policies--Health insurance - Types of health insurance policies-Social insurance –Crop insurance-Burglary insurance- Engineering insurance.</li> </ul>			

SYBVOC	Semester IV Theory
<p><b>RJCUBVOCFMS402</b></p> <p><b>Paper II</b></p> <p><b>Financial Service-Insurance</b></p>	<p><b><u>Learning Outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ Learner should be able to understand concept of insurance, difference terminologies used in insurance industry</li> <li>➤ Learner will be able to understand different types of risk which can be manageable with appropriate insurance</li> <li>➤ Understanding of different types of insurance like general insurance and life insurance and it's applicability</li> <li>➤ Understanding of insurable and non-insurable items</li> <li>➤ Learner should be able to understand claim procedure for life insurance and general insurance and pre requisites for claiming insurance.</li> <li>➤ Financial planning using insurance and knowledge about different intermediaries in insurance.</li> </ul> <p><b><u>Course Outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ Introduction of commerce concept of insurance , risk management with using different types of insurance, terminology of insurance industry</li> <li>➤ Fundamentals of insurance &amp; risk management life insurance and general insurance ,</li> <li>➤ Personal&amp; Liability insurance</li> <li>➤ Financial planning and life insurance</li> <li>➤ Types of insurance policies and Insurance intermediaries.</li> </ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>Cr</b>
<b>Paper III: Wealth Management</b>	<b>Paper Code: RJCUBVOCFMS403</b>	<b>60</b>	<b>06</b>
<b>UNIT I</b>		<b>18</b>	
<b>Introduction</b>			
<ul style="list-style-type: none"> <li>Introduction To Wealth Management: Meaning of WM, Scope of WM, Components of WM, Process of WM, Needs &amp; Expectation of Clients, Code of Ethics for Wealth Manager</li> <li>Personal Financial Statement Analysis: Financial Literacy, Financial Goals and Planning, Cash Flow Analysis, Building Financial Plans, Life Cycle Management.</li> <li>Economic Environment Analysis: Interest Rate, Yield Curves, Real Return, Key Indicators-Leading, Lagging, Concurrent</li> </ul>			
<b>UNIT II</b>		<b>14</b>	
<b>Insurance Planning and Investment Planning</b>			
<ul style="list-style-type: none"> <li>Insurance Planning: Meaning, Basic Principles of Insurance, Functions and characteristics of Insurance, Rights and Responsibilities of Insurer and Insured, Types of life Insurance Policies, Types of General Insurance Policies, Health Insurance – Mediclaim – Calculation of Human Life Value - Belt Method/CPT</li> <li>Investment Planning: Types of Investment Risk, Risk Profiling of Investors &amp; Asset Allocation (Life Cycle Model), Asset Allocation Strategies (Strategic, Tactical, Life-Cycle based), Goal-based Financial Planning, Active &amp; Passive Investment Strategies</li> </ul>			
<b>UNIT III</b>		<b>16</b>	
<b>Financial Mathematics/ Tax and Estate Planning</b>			
<ul style="list-style-type: none"> <li>Financial Mathematics: Calculation of Returns (CAGR, Post-tax Returns etc.), Total Assets, Net Worth Calculations, Financial Ratios</li> <li>Tax and Estate Planning: Tax Planning Concepts, Assessment Year, Financial Year, Income Tax Slabs, TDS, Advance Tax, LTCG, STCG, Carry Forward &amp; Set-off, Estate Planning Concepts – Types of Will – Requirements of a Valid Will – Trust – Deductions - Exemptions</li> </ul>			
<b>UNIT IV</b>		<b>12</b>	
<b>Retirement Planning/ Income Streams &amp; Tax Savings Schemes</b>			

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<ul style="list-style-type: none"> <li>Retirement Planning: Understanding of different Salary Components, Introduction to Retirement Planning, Purpose &amp; Need, Life Cycle Planning, Financial Objectives in Retirement Planning, Wealth Creation (Factors and Principles), Retirement (Evaluation &amp; Planning), Pre &amp; Post-Retirement Strategies - Tax Treatment</li> <li>Income Streams &amp; Tax Savings Schemes: Pension Schemes, Annuities- Types of Annuities, Various Income Tax Savings Schemes</li> </ul>	
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<b>SYBVOC</b>	<b>Semester IV</b>
<b>RJCUBVOCFMS4 03</b>  <b>Paper-III</b> <b>Wealth Management</b>	<p><b><u>Learning Outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ Provide knowledge to the learner regarding various financial products.</li> <li>➤ Imparting Proficiency in wealth management business.</li> <li>➤ To learn about the global markets and how huge amount of money is managed.</li> <li>➤ Making them learn about the concept of Financial planning.</li> </ul> <p><b><u>Course Outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ The learner gain knowledge and understanding of importance of Financial planning.</li> <li>➤ They will learn importance of wealth management and its impact on global markets.</li> <li>➤ They will understand the practicality of various Financial products</li> </ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>C r</b>
<b>Paper-IV: Financial Management</b>	<b>Paper Code: RJCUBVOCFMS404</b>	<b>60</b>	<b>04</b>
<b>UNIT I</b>		<b>15</b>	
<b>Introduction</b>			
<ul style="list-style-type: none"> <li>• Introduction:</li> <li>• Meaning and scope of Financial Management</li> <li>• Functions and Objectives of Financial Management</li> <li>• Changing Role of finance managers</li> <li>• Cash Management</li> <li>• Motives of holding cash</li> <li>• Strategies of cash management</li> <li>• Cash budget: meaning and objectives</li> <li>• Budgeting of receipts and payments – trading, non-trading and capital</li> <li>• Preparation of monthly budget and finding out closing cash balance to be made from the working capital estimation</li> </ul>			
<b>UNIT II</b>		<b>15</b>	
<b>Cost of Capital and Capital Structures</b>			
<ul style="list-style-type: none"> <li>• Types of capital</li> <li>• Debt</li> <li>• Equity</li> <li>• Retained earnings</li> <li>• Preference</li> <li>• Cost of capital for each type of capital</li> <li>• Weighted cost of capital</li> <li>• Marginal cost of capital – w.r.t. expansion</li> <li>• Designing capital structure alternatives</li> <li>• Types of leverages – combined, operating, financial.</li> </ul>			
<b>UNIT III</b>		<b>15</b>	
<b>Capital Budgeting</b>			
<ul style="list-style-type: none"> <li>• Introduction, types of capital, sources of capital</li> <li>• Evaluation of capital expenditure proposal from given cash flow, concept of present value</li> <li>• Techniques of appraisal of investment proposal</li> <li>• Payback period method, average rate of return method</li> <li>• Net present value method</li> <li>• Profitability index method</li> </ul>			
<b>UNIT IV</b>		<b>15</b>	
<b>Business Restructuring</b>			

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<ul style="list-style-type: none"> <li>• Business Restructuring:</li> <li>• Importance</li> <li>• Financial Implication</li> <li>• Valuation</li> <li>• Types of Business Restructuring:</li> <li>• Merger</li> <li>• Amalgamation</li> <li>• De-Merger</li> <li>• Other Restructurings</li> </ul> <p>(Elementary accounting problems – testing fundamental knowledge only)</p>	
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<b>SYBVOC</b>	<b>Semester IV Practical</b>
<b>RJCUBVOCFMS404</b>  <b>Paper-IV</b> <b>Financial Management</b>	<p><b><u>Learning Outcomes:</u></b></p> <ul style="list-style-type: none"> <li>➤ To understand the scope of financial management.</li> <li>➤ Preparation of various financial budgets.</li> <li>➤ To determine company's optimal capital structure.</li> <li>➤ To determine whether an organization's long term investments are worth the funding of cash through the firm's capitalization structure</li> </ul> <p><b><u>Course outcome:</u></b></p> <ul style="list-style-type: none"> <li>➤ Preparing various financial budgets.</li> <li>➤ Calculate the best combination of debt and equity.</li> <li>➤ Evaluation of capital expenditure proposal.</li> <li>➤ Evaluating the need for business restructuring</li> </ul>



**SYBVOG (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>C</b>
<b>Paper V: Quantitative Methods for Business - II</b>	<b>Paper Code: RJCUBVOGCFMS405</b>	<b>60</b>	<b>04</b>
<b>UNIT I</b>		<b>15</b>	
<b>Decision Theory</b>			
<ul style="list-style-type: none"> <li>• Introduction to Probability - Definition of Sample space &amp; Event, probability of an event and simple examples. (No question to be asked in exam.)</li> <li>• Elements of Decision Problem: Concepts such as decision making, Decision maker, Courses of action, States of nature, Pay-off values, Pay-off Table, Opportunity Loss Table.</li> <li>• Decision Making process and decision making categories</li> <li>• Decision Making Environments –</li> <li>• Decision Making under Certainty</li> <li>• Decision Making under Uncertainty -Criteria such as Maximin, Minimax, Maximax, Laplace, Hurwicz Alpha, Regret.</li> <li>• Decision Making under Risk – Criteria such as EMV, EOL and EVPI</li> <li>• Decision Tree techniques - Concept of Decision Tree and Examples</li> </ul>			
<b>UNIT II</b>		<b>14</b>	
<b>Linear Programming Models</b>			
<ul style="list-style-type: none"> <li>• Mathematical formulation and graphical solution of Linear Programming Problems.</li> <li>• Standard Linear Programming form – slack and surplus variables</li> <li>• Determination of Basic Feasible solution: Simplex Method - The Big “M” Method Two phase Method. Special cases in Simplex method – Alternative optima, unbounded solutions, Infeasible solutions, Degeneracy.</li> </ul>			
<b>UNIT III</b>		<b>16</b>	
<b>Transportation Models</b>			
<ul style="list-style-type: none"> <li>• Introduction, Characteristics and Assumptions</li> <li>• Solution of Transportation Problem using –</li> <li>• North – West Corner Method b) MODI Method</li> <li>• Least- Cost Method d) Vogel’s Approximation Method</li> <li>• Unbalanced Transportation Problem , Degeneracy in Transportation Problem</li> </ul>			
<b>UNIT IV</b>		<b>12</b>	
<b>Assignment Models</b>			
<ul style="list-style-type: none"> <li>• Introduction, Characteristics and Assumptions</li> <li>• Formulation of an Assignment Problem</li> <li>• Hungarian Method</li> <li>• Variation of the Assignment Problem</li> </ul>			

<b>SYBVOC</b>	<b>Semester IV Practical</b>
<b>RJCUBVOCFMS405</b>  <b>Paper-V</b> <b>Quantitative Methods</b> <b>for Business - II</b>	<b><u>Learning Outcomes:</u></b> <ul style="list-style-type: none"><li>➤ To intelligently collect, analyze and interpret data relevant to their decision-making.</li><li>➤ To achieve the best outcome in a mathematical model whose requirements are represented by linear relationships.</li><li>➤ To minimize the cost of distributing a product from a number of sources or origins to a number of destinations.</li><li>➤ To determine what resources are assigned to which department, machine, or center of operation in the production process.</li></ul> <b><u>Course outcomes:</u></b> <ul style="list-style-type: none"><li>➤ Understand statistical inference in relation to business decision-making</li><li>➤ Convey the results of quantitative analysis.</li></ul>

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

<b>SEMESTER IV</b>		<b>L</b>	<b>CR</b>
<b>Paper VI: Business Law</b>	<b>Paper Code: RJCUBVOCFMS406</b>	<b>60</b>	<b>04</b>
<b>UNIT I</b>		<b>16</b>	
<b>Indian Contract Act</b>			
<ul style="list-style-type: none"> <li>• Define Contract</li> <li>• Types of Contract</li> <li>• Consideration</li> <li>• Offer</li> <li>• Acceptance</li> <li>• Free Consent</li> <li>• Capacity to Contract</li> <li>• Breach of Contract</li> <li>• E Contract</li> </ul>			
<b>UNIT II</b>		<b>16</b>	
<b>Special Contract</b>			
<ul style="list-style-type: none"> <li>• Indemnity</li> <li>• Guarantee</li> <li>• Agency</li> <li>• Pledge</li> <li>• Bailment</li> </ul>			
<b>UNIT III</b>		<b>12</b>	
<b>SEBI</b>			
Rules and Regulations of SEBI			
<b>UNIT IV</b>		<b>12</b>	
<b>IPR</b>			
<ul style="list-style-type: none"> <li>• Copyright</li> <li>• Patent</li> <li>• Trademark</li> <li>• Design</li> </ul>			

<b>SYBVOC</b>	<b>Semester IV</b>
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<b>RJCUBVOCFMS406</b>  <b>Paper-VI</b> <b>Business Law</b>	<b><u>Learning Outcomes:</u></b> <ul style="list-style-type: none"><li>➤ Learning the Importance of Contract in the Financial Aspect</li><li>➤ Providing knowledge to the learners on Legal Aspect in Business</li><li>➤ Imparting various legal framework for better understanding.</li></ul> <b><u>Course Outcomes:</u></b> <ul style="list-style-type: none"><li>➤ The learners gain knowledge and understanding of the importance of legal communication and impact of legal knowledge</li><li>➤ Enhancement of Legal knowledge and Legal communication.</li><li>➤ Learners can remove the barriers that they have with Legal aspects by understanding the procedures and outcomes.</li></ul>
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### **SCHEME OF EXAMINATIONS**

1. Two Internal Assessment examinations of 20 marks each. Duration 30min for each.  
Internal Assessments could be either of the following depending on the nature of the course: Written Exam/ Group Project/ Individual Project/ Book Review/ Class Test/ Case Study/ Presentation Power point/ Audio – Visual presentation/ Oral Presentation.
2. One External (Semester End Examination) of 60 marks. Duration 2 hours.
3. Minimum marks for passing Semester End Theory Exam is 40 %.
4. Student must appear at least one of the two Internal Tests to be eligible for the Semester End Examination.
5. For any KT examinations, there shall be ODD-ODD/EVEN-EVEN pattern followed.
6. HOD's decision, in consultation with the Principal, shall remain final and abiding to all.

**REFERENCE BOOKS AND READING MATERIAL**

**Semester III**

**Introduction to Cost Accounting**

- Cost Accounting-Principles and Practice; Arora M.N: Vikas, New Delhi.
- Cost Accounting; Jain S.P. and Narang K.L: Kalyani New Delhi.
- Principles of Management Accounting; Anthony Robert, Reece, et al: Richard D. Irwin Inc. Illinois.
- Cost Accounting - A Managerial Emphasis; Prentice-Hall of India, Horngren, Charles, Foster and Datar: New Delhi

**Commodity and Derivatives Market**

- John C. Hull & Basu -Futures, options & other derivatives
- Robert McDonald, Derivatives market, Pearson education
- John Hull, Fundamentals of futures & options
- Ankit Gala & Jitendra Gala, Guide to Indian Commodity market, Buzzingstock publishing house
- K.Sasidharan & Alex K. Mathews, Option trading – bull market strategies, McGraw Hill publication
- Niti Chatnani, Commodity markets, McGraw Hill Publication

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**Tally**

- Learning Tally ERP 9 - By Tally Champ
- Official Guide to Financial Accounting Using Tally.ERP 9 with GST by Tally Educational Private Limited by Nidhani BPB publication

## **Risk Management**

1. Thomas S. Coleman, Quantitative Risk Management : A Practical Guide to Financial Risk
2. Steve Peterson, Investment Theory and Risk Management
3. Risk Management , M/s Macmillan India Limited
4. Theory & Practice of Treasury Risk Management: M/s Taxman Publications Ltd.
5. Sim Segal, Corporate Value of ERM
6. Dr. G Kotreshwar, Risk Management : Insurance and Derivatives, Himalaya Publishing House.

## **Ethics & Governance**

- Laura P. Hartman, Joe DesJardins, Business Ethics, Mcgraw Hill, 2nd Edition
- C. Fernando, Business Ethics – An Indian Perspective, Pearson, 2010
- Joseph DesJardins, An Introduction to Business Ethics, Tata McGraw Hill, 2nd Edition
- Richard T DeGeorge, Business Ethics, Pearson, 7th Edition
- Dr.A.K. Gavai, Business Ethics, Himalaya Publishing House, 2008
- S.K. Mandal, Ethics is Business and Corporate Governance, McGraw Hill, 2010
- Laura Pincus Hartman, Perspectives in Business Ethics, McGraw Hill International Editions, 1998

## **Quantitative Management-I**

- Statistics of Management , Richard Levin &David S. Rubin,Printice Hall of India , New Delhi.
- Statistics for Business & Economics, David R Anderson, Dennis J Sweney, Thopmson Publication.
- Fundamental of Statistics, S C Gupta, Himalya Publication House.
- Business Statistics , Bharadwaj , Excel Books, Delhi
- Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor & Publisher

## **Semester IV**

### **Business Research Methodology**

**SYBVOC (Financial market and services) Syllabus Semester III & IV**

- Research for Marketing Decisions Paul E. Green, Donald S. Tull
- Marketing Research- Text and Cases Harper W. Boyd Jr. , Ralph Westfall.
- Research methodology in Social sciences, O.R.Krishnaswamy, Himalaya Publication
- Business Research Methods, Donald R Cooper, Pamela Schindler, Tata McGraw Hill
- Marketing research and applied orientation, Naresh K Malhotra, Pearson
- Statistics for management, Levin and Reuben, Prentice Hall.
- Research Methods for Management: S Shajahan, Jaico Publishing

## **Wealth Management**

- Harold Evensky, Wealth Management, McGraw Hill Publication
- NCFM, CFP, IIBF, etc, Wealth Management modules
- Harold Evensky, The new wealth Management, CFA Institute Investment Series Publication

## **Financial Service- Insurance**

Inside the Insurance Industry by— Kevin Glaser

The Breakthrough Insurance Agency: How to Multiply Your Income, Time and Fun —by—  
Bart Baker

## **Quantitative Methods for Business - II**

- Business MathematicsMathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge lowprice editions, 2000.
- Business Mathematics, D.C. Sancheti, V.K. Kapoor, Sultan Chand & Sons Publications, 2006.
- Business Mathematics, J.K. Singh, 2009,Himalaya Publishing House.
- Mathematics for Business and Economics, J.D. Gupta, P.K. Gupta, Man Mohan, Tata McGrawHill Publishing Company Ltd.
- Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGrawHill Publishing Company Ltd



**SYBVOC (Financial market and services) Syllabus Semester III & IV**

- Business Mathematics by Dr.AmarnathDikshit&Dr.Jinendra Kumar Jain.
- Business Mathematics by Bari - New Literature publishing company, Mumbai
- Mathematics for Economics and Business, RS Bhardwaj, 2010,Excel Books
- Business Mathematics, Zameerudin, Qazi, V.K. Khanna& S.K. Bhambri, Vikas Publishing House Pvt. Ltd, New Delhi

**Financial Management**

- Fundamental of Financial Management – Prasanna Chandra – Tata McGraw Hill
- Fundamental of Financial Management – V Sharan Pearson Education
- Principles of Corporate Finance – R A Brealy& S C Myres - Tata McGraw Hill

**Business Law**

- Avtar Singh – Contract Act
- Dr. Sumathi Gopal – Contract Act and IPR – Sheth Publication
- SEBI Guidelines Bare Act

**Note:** In some subjects reference books are not written because professors are allowed to give to students their notes and refer websites at their discretion.