



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE

**(An Autonomous Institution affiliated to Rashtrasant Tukadoji Maharaj
Nagpur University, Nagpur)**

**BOARD OF STUDIES IN COMMERCE AND
MANAGEMENT**

B.COM

**CURRICULUM FRAMEWORK FOR THREE / FOUR YEARS
GRADUATE PROGRAM IN "BANKING AND FINANCE"**

(As per NEP 2020)

(Effective from Academic Year 2024-25)

(As Approved by the Board of Studies on 16/01/2025)



BANKING AND FINANCE

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Handwritten signatures and initials:
A. Chandrasekhar
S. Kumar
J. Raju



SEMESTER I

Banking and Finance (Semester I)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
S r. N o	(UG Certificate in Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Principles of Business Management	Maj or	BCOM1BF M1	4	-	4	60	24	-	-	40	16	100	40	4
2	Foundation of Financial Accounting	Min or	BCOM1BF M1A	3	-	3	60	24	-	-	40	16	100	40	3
	School of Management Thoughts		BCOM1BF M1B												
3	Computer Application for Business	VSC	BCOM1BFV SC1	1	2	3	60	30	40	20	-	-	100	50	2
4	Startup Support Executive	SEC	BCOM1BFS EC1	1	2	3	40	20	40	20	20	10	100	50	2
5	English	AE C	BCOM1BFA EC1	1	2	3	60	24	-	-	40	16	100	40	2
6	Office Automation	OE	BCOM1BFO E1A	2	-	2	60	24	-	-	40	16	100	40	2
	Life Skills for Success		BCOM1BFO E1B												
7	Environmental Studies	VE C	BCOM1BFV EC1	2	-	2	60	24	-	-	40	16	100	40	2
8	Indian Economics and Business Model	IKS	BCOM1BFI KS	2	-	2	60	24	-	-	40	16	100	40	2
9	NCC / NSS / Sports / Cultural / LLL	CC	BCOM1BFC C1	-	4	4	-	-	-	-	100	50	100	50	2
		Tota l		16	10	26	460	194	80	40	360	156	900	390	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE.

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFM1)
Semester I (Major - Principles of Business Management)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

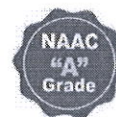
Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,



and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFM1
Course Name	Principles of Business Management
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Understand the basic meaning of Management • Aware about basic word used in Management
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Identify different functions of management and management thoughts for a manager.
CO 2	Differentiate between Management and Administration.
CO 3	Outline plans for various activities.
CO 4	Develop competency of decision making while working in a group.
CO 5	Apply various management principles in day-to-day life.
Syllabus:	Contents 15 Hours Per Unit
Unit I	Introduction -Nature, function, definition and importance of management, Definition, nature, purpose and scope of management, Functions of a manager, is management a science or art? Development of Management Thought - Scientific management; Contribution of Taylor, Fayol, Mary Follet, Elton Mayo; Hawthorne experiments, Contingency approach.
Unit II	Management and Administration -Management and administration, Management as a profession, Professionalism of management in India, Management ethics and management culture, Skills required of manager, Classification of skills, Methods of skills development.

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Unit III	Management Planning- Concept of planning, objectives, Nature, Types of plan, Stages involved in planning, Characteristics of a good plan, Importance, Limitations of planning, Making planning effective, Strategic planning in Indian Industry.
Unit IV	Decision Making- Concept, characteristics of decisions, Types of decisions, Steps Involved in decision making, Importance of decision making, Methods of decision making, Committee Decision Making. Organization -Concepts, Principle of organization, Importance, Features of good organization structure, Types of Organization structure.
Textbooks / Reference Books:	1. Essential of Business Administration - K. Aswathapa Himalaya Publishing House 2. Management:- Concept and Strategies By J. S. Chandan, Vikas Publishing 3. Principles of Management, By Tripathi, Reddy Tata McGraw Hill 4. Principles of Management By Ramasamy T, Himalaya Publishing House 5. Principles of Management, Dr. Neeru Vashisht & Dr. Namita Rajput, Taxman

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

Chandak *Indu* *Pragat*



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFMI1A)
Semester I (Minor –Foundation of Financial Accounting)
(To be implemented from 2025 – 26)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

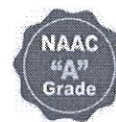
Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFMI1A
Course Name	Foundation of Financial Accounting
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	-

Course Outcomes: *The students will be able to:*

CO 1	Explain the meaning, scope, objectives, concepts, conventions, and branches of accounting and describe the role of accounting across business verticals.
CO 2	Apply accounting rules to record business transactions through journal entries, subsidiary books, ledger posting, and rectify errors.
CO 3	Prepare trial balance and final accounts of a sole proprietor including simple adjustment entries.
CO 4	Interpret basic accounting standards (AS 1, AS 9, and AS 10) and explain the application of IFRS, IAS-1, and IAS-2 in financial reporting.
CO5	Analyze how accounting principles support decision-making in different business sectors and evaluate the quality of financial statements.

Syllabus:	Contents
Unit I (11 Hours)	Book-Keeping and Accounting: Meaning, Definition & Scope of Accounting, Branches of Accounting; Objectives of Accounting, Accounting Principles: Introductions to Concepts and Conventions; Interaction of accounting with different business verticals.
Unit II (11 Hours)	Accounting Transactions: Accounting Cycle, Rules, Journal Entries, Ledger Posting. Subsidiary Books (Purchase, Purchase Returns, Sales, Sales Returns & Cash Book – Single & Double Column), Journal Proper, Rectification of

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	Errors
Unit III (11 Hours)	Introduction and Preparation of Trial Balance; Introduction to Final Accounts of a Sole Proprietor (Simple Adjustments): Preparation of Trading Account, Profit and Loss Account and Balance Sheet.
Unit IV (12 Hours)	Introduction to Accounting Standards: (Meaning and Scope), AS 1: Disclosure to Accounting Policies, AS 9: Revenue Recognition., AS 10: Accounting for Fixed Assets, Introduction to IFRS, IAS-1: Presentation of Financial Statements (Introductory Knowledge), IAS-2: Inventories (Introductory Knowledge).
Textbooks / Reference Books:	Textbooks 1. T.S. Grewal – <i>Introduction to Accountancy</i>, S. Chand. 2. S.N. Maheshwari & S.K. Maheshwari – <i>Fundamentals of Accounting</i>, Vikas Publishing. 3. R.L. Gupta & Radhaswamy – <i>Financial Accounting</i>, Sultan Chand & Sons. 4. <i>Financial Accounting (Principles and Practices)</i>, Jawahar Lal & Seema Srivastava, S Chand Publication 5. <i>Financial Accounting</i>, B. Charumati & N. Vinayakam, S. Chand Publication 6. <i>Financial Accounting</i>, Dr. Kaustubh Sontakke, Himalaya Publication 7. <i>An Introduction to Accountancy-12e</i>, S. N. Maheshwari, Suneel K. Maheshwari, Sharad K. Maheshwari; Vikas Publishing House. Reference Books 1. Hanif & Mukherjee – <i>Financial Accounting</i>, Tata McGraw Hill. 2. Bhattacharya – <i>Essentials of Financial Accounting</i>, Pearson. 3. Jawaharlal & Seema Srivastava – <i>Accounting Theory and Practice</i>, HPH. 4. ICAI Publications – <i>Accounting Standards (AS 1, AS 9, AS 10)</i>. 5. IASB / IFRS Foundation – Framework for IAS-1 & IAS-2 (Introductory). Online References (Free & Authentic Sources) 1. Institute of Chartered Accountants of India (ICAI) • Accounting Standards (AS 1, AS 9, AS 10) https://www.icai.org • Official publications, study material, practice manuals. 2. IFRS Foundation (International Financial Reporting Standards) • IAS-1: Presentation of Financial Statements • IAS-2: Inventories • Overview summaries & conceptual framework. https://www.ifrs.org 3. NPTEL – Accounting Courses (IIT & IIM Faculty) Free video lectures and notes: • <i>Introduction to Financial Accounting</i> • <i>Business Accounting</i> https://nptel.ac.in 4. SWAYAM / MOOC Platform Government-approved online courses on:

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	• Book-Keeping • Financial Accounting • Accounting Standards https://swayam.gov.in 5. NCERT (Foundational Accounting Concepts) Class 11 <i>Financial Accounting – Part I and II</i>: • Basics of journal, ledger, trial balance, final accounts. https://ncert.nic.in 6. Investopedia Basic definitions and conceptual clarity for: • Accounting Principles • Financial Statements IFRS & GAAP https://www.investopedia.com
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Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ / Numerical of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
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3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

Q. Chandra
Lulu
Jing



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFVSC1)
Semester I (VSC 1 - Computer Application for Business)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

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Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFVSC1
Course Name	Computer Application for Business
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination -Min passing marks 30) + 40 (Practical Examination - Min passing marks 20) = 100 marks (Min passing marks – 30 + 20 = 50)
Group under NEP scheme	VSC (Vocational Skill Course)
Pre-requisites for the course	• Basic Computer Skills: Familiarity with using computers, the internet, and common software applications. • File Management: Ability to manage files and folders, including creating, saving, deleting, and organizing files using an operating system like Windows • Communication Skills: Strong verbal and written communication skills for effective messaging.
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Compare various types of operating system.
CO 2	Perform basic tasks using word processing tools.
CO 3	Perform basic mathematic operations and data presentation using Charts in MS-Excel.
CO 4	Create simple PowerPoint presentations.
CO 5	Use word processing, Spreadsheet and presentation software for various professional and academic task along with basic understanding of Computer fundamentals.
Syllabus:	Contents

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Unit I (10 Hours-Theory)	Introduction to Computers: Generation of Computers, Block Diagram, Working of Computer, Hardware and Software, Programming and Flow Charts concepts, Operating systems (MSDOS, Windows, UNIX, Linux), Networking concepts
Unit II (02 Hours - Theory + 10 Hours - Practical)	Word Processing: Introduction, starting word, creating document, Structure of Ms-word window and its application, Mouse & keyboard operations, designing a document; formatting - selection, cut, copy, paste, Toolbars, operating on text; Printing, Saving, Opening, closing of document; creating a template; Tables, borders, textbox operations; Spelling and Grammar check
Unit III (02 Hours - Theory + 10 Hours - Practical)	Spreadsheet Package: Introduction to Ms-Excel, Navigating, Excel Toolbars and Operations, Formatting Features- Copying Data Between Worksheets; Entering and Editing Cell Entries, Creation of Charts, Editing and Formatting Charts, Mathematical, Statistical and Financial Functions in Ms-Excel.
Unit IV (01Hours - Theory + 10 Hours - Practical)	PowerPoint Presentation: Working with PowerPoint Window, Standard Toolbar, Formatting Toolbar, Drawing Toolbar, Moving the Frame, Inserting Clip Art, Picture, Slide; Text Styling, Send to Back, Entering Data to Graph, Organization Chart, Table, Design Template, Master Slide.
Textbooks / Reference Books:	1. Microsoft Office –2000 – Gini Courter , Annelte Marquis BPB 2. First Text Book On Information Technology – Srikant Patnaik 3. An Introduction to Operating Systems: Concepts and Practice (GNU/Linux and Windows) Prentice Hall India Pvt., Limited, 2019 4. Mastering MS Office, Bittu Kumar, V&S Publishers; Latest Revised Edition (9 January 2017) 5. MS-Office, Dr. S.S. Srivastava, Firewall Media, 2008

Evaluation Pattern:

Sr. No.	Theory (60 marks)	Practical (40 marks)
1.	32 MCQ based on each unit (8 MCQs from each unit) (Best 30 will be evaluated) 30 MCQs × 2 Marks = 60 Marks	Practical 1 = 10 Marks Practical 2 = 10 Marks Practical File = 10 Marks Class Activity / Presentation / Viva –Voce = 10 Marks
	Total: 60 marks	Total: 40 marks

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Practical List:

MS-WORD:

Microsoft Word 2016 is one of the most reliable, powerful, and feature rich word processors around, and while it's since been replaced by Word 2019, it still offers most of the functionality modern professionals need. Word has always worked best as part of the largest Microsoft Office ecosystem, but Word 2016 brings this to a whole new level. Integration with the various components of the Office suite are tighter than everything before, and a major shift towards cloud based sharing has changed the way that professionals can use Word in some pretty major ways. Through the use of OneDrive, users can quickly share their Word documents with anyone they've given the proper privileges. But that's not the only way you can share files. Through integration with Outlook, you can attach a document via email and allow your recipients to go in and edit it at their discretion. An additional commenting feature allows you to markup documents without changing their basic content. In short, Microsoft has paired Word with the sorts of functionality available through their Google cloud suite. Combine that with the polished and refined features at the heart of Word, and you have one of the finest word processing applications around.

Perform the following given operations:

- Type the above given paragraph as it is using "Calibri font", font size-12
- Divide 4 paragraphs for the above text and justify alignment.
- Change font size on 18 points for the first paragraph.
- Make 1.5 lines spacing for the second paragraph.
- Make Drop Cap the first letter of the third paragraph.
- Apply header and footer in the document. In header section -Type the chapter name as MS -word 2016 and in footer section → insert page number.

1. Prepare a table in MS-Word

Emp_id	First Name	Last Name	Department	Location
101	Ram	Sharma	Finance	Bangalore
102	Karan	Kapoor	Marketing	Hyderabad
103	Kiran	Varma	IT	Pune
104	Sarvashrestha	Gupta	HR	Raipur

- Apply Grid table style to the above given table.
- Create landscape orientation and select A4 paper size.
- Insert 'State' column after the 'Location' column.
- Insert one row below 2nd Row.
- Apply font "Cambria" and font size -13 on table.
- Insert watermark "Employee Details".

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- g. Select the first row of the table and make it centrally aligned.
- h. Apply light grey colour shading to your table
- i. Right align the first column data.

2. Prepare a list showing bullets and numbering feature. The list should be displayed as follows

Information Technology

- ✓ Web technologies
- ✓ Tally
- ✓ MS-office 2016

- Word
- Excel
- Powerpoint

Example of Numbered List

1. Website Development
 - 1.1 HTML
 - 1.2 CSS
 - 1.2.1 Internal Style Sheet
 - 1.2.2 External Style Sheet

JAVASCRIPT

MS-EXCEL

1. Create a Mark-Sheet of MCM-Part I using MS-Excel. Mark-Sheet format should be as per below. Fill the information about 10 students.

Roll No.	Name of Student	IT (100)	ICP (100)	IOS (100)	C++ (100)	MIS & SA (100)	Practical I (100)	Practical II (100)	Total Marks (Out of 700)	%
1										

- a) Draw a pie chart for above mark sheet.
- b) Also write down the steps to perform above operation in MS-EXCEL.

2. Create an Employee Payment Sheet using MS-Excel. Employee Payment Slip format should be as per below. Fill the information about 10 employees format should be as per below.

Fill the information about 10 employees.

Sr. No.	Name of Employee	Basic Salary	HRA 5%	TA 7%	DA 9%	Gross Salary
1.						



- a) Draw a bar chart for above employee payment sheet.
b) Also write down the steps to perform above operation in MS-EXCEL.

3. Create the following Product sheet in MS-EXCEL and perform the operation given below:

Sr. No.	Product Name	Company Name	Country	Quantity	Rate
1.	Butter	Amul India ltd	India	20	Rs. 19.00
2.	Milkmaid	Amul India ltd	India	10	Rs. 35.00
3.	Tea	Hindustan Lever ltd	Malaysia	15	Rs. 40.00
4.	Biscuits	Parle ltd	India	32	Rs. 12 .
5.	Papad	Haldiram ltd	India	12	Rs. 10
6.	Chocolate	Cadbury ltd	Australia	150	Rs. 15.00
7.	Paneer	Amul India ltd	India	23	Rs. 25.00
8.	Bournvita	Cadbury ltd	Australia	20	Rs. 15 + 30 = 45.0
9	Poppins	Parle ltd	India	27	Rs. 6.00
10	Sauce	India ltd	India	16	Rs. 21.00

- a) List only those records whose country = [India].
b) List only those records whose company = [Amul].
c) Also write down the steps to perform above operation in MS-EXCEL.

4. Create the following Product sheet in MS-EXCEL and perform the operation given below:

Sr. No.	Product Name	Company Name	Country	Quantity	Rate
1	Butter	Amul India ltd	India	20	Rs.19.00
2	Milkmaid	Amul India ltd	India	10	Rs.35.00
3	Tea	Hindustan Lever ltd	Malaysia	15	Rs.40.00
4	Biscuits	Parle ltd	India	32	Rs.12.

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5	Papad	Haldiram ltd	India	12	Rs.10
6	Chocolate	Cadbury ltd	Australia	150	Rs.15.00
7	Paneer	Amul India ltd	India	23	Rs.25.00
8	Bournvita	Cadbury ltd	Australia	20	Rs.15 + 30 = 45.0
9	Poppins	Parle ltd	India	27	Rs.6.00
10	Sauce	India ltd	India	16	Rs.21.00

- Sort by Product Name, by company name, by country in ascending order.
- Sort by Country in descending order.
- Also write down the steps to perform above operation in MS-EXCEL

5. Create the following Product sheet in MS-EXCEL and perform the operation given below:

Sr. No.	Product Name	Company Name	Country	Quantity	Rate
1	Butter	Amul India ltd	India	20	Rs.19.00
2	Milkmaid	Amul India ltd	India	10	Rs.35.00
3	Tea	Hindustan Lever ltd	Malaysia	15	Rs.40.00
4	Biscuits	Parle ltd	India	32	Rs.12.
5	Papad	Haldiram ltd	India	12	Rs.10
6	Chocolate	Cadbury ltd	Australia	150	Rs.15.00
7	Paneer	Amul India ltd	India	23	Rs.25.00
8	Bournvita	Cadbury ltd	Australia	20	Rs.15 + 30 = 45.0
9	Poppins	Parle ltd	India	27	Rs.6.00
10	Sauce	India ltd	India	16	Rs.21.00

- List records whose quantity is ≥ 10 and ≤ 100
- List records whose rate is $\geq$ Rs.35.00.

Also write down the steps to perform above operation in MS-EXCEL.

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MS-POWERPOINT

1. Make a presentation within 5 slides about Student's SWOT analysis .Your slide presentation should fulfill the following details:

Title slide should contain Topic Name, Your name, College Name, Course Name

Slide 1 contents –Strength

Slide 2 contents -Weakness

Slide 3 contents –Opportunities

Slide 4 contents –Threats

Apply below given formatting options using master slide:

- Background of each slide should be your college logo.
- The font size of title slide -32, font type-Cambria.
- Insert footer in the presentation showing your name.

2. Prepare 8 slides covering the details of different UPI apps, Payment Wallets.

The slide contain UPI apps classification should be created by using organization chart.

Slides should contain the following features:

- Insert one image on each slide
- Apply font formatting : Font type-Times New Roman ,Font – Size:24,Alignment –Justified
- Title of each slide should be centrally aligned
- Apply Animation and Transition
- Insert Header and footer
- Insert date and slide number
- Apply any light color slide design.

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFSEC1)
Semester I (SEC 1 - Startup Support Executive)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFSEC1
Course Name	Startup Support Executive
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	40 (Semester End Examination – Min passing marks 20) + 40 (Practical Examination – Min passing marks 20) + 20 (Continuous Internal Examination – Min passing marks 10) = 100 marks (Min passing marks 20 + 20 + 10 = 50)
Group under NEP scheme	SEC (Skill Enhancement Course)
Pre-requisites for the course	• Familiarity with basic business concepts such as finance, marketing • Effective communication skills

Course Outcomes: *The students will be able to:*

CO 1	Describe startup concepts, formation processes, and the roles and competencies required for a Startup Support Executive.
CO 2	Explain SWOT analysis, market requirements, and the development of a Unique Selling Proposition (USP) for startups.
CO 3	Discuss key legal structures, required documents, and state-level procedures for registering startup entities.
CO 4	Describe LLP registration procedures, DIN/DPIN requirements, and ROC filing processes under the MCA portal.
CO 5	Prepare and evaluate essential business and legal documents required for supporting startup registration and compliance activities.

Syllabus: **Contents**

Unit I (4 Hours)	Role and competencies required to be a Startup Support Executive, Common organizational structures, hierarchy and reporting relationships, Employment opportunities and market, Formation of Start-up.
Unit II (4 Hours)	SWOT analysis of start-up, Unique Selling Proposition of start-up, Requirements of Start-ups, The overview of Market.
Unit III (4 Hours)	Documents required to start Start-ups, Legal structure of corporations, The Partnership Deed, Performa of Partnership Deed, State Laws for registration, The applicability of different documents for registration; Bank Account, PAN, etc.
Unit IV (3 Hours)	Limited Liability Partnership Act 2008, Incorporation of Limited Liability Partnership, Designated Partner Identification Number Discuss Name Approval from Registrar of Company, Features of Director Identification Number, Law of Registration, Registrar of Company filing in Ministry of Corporate Affairs portal, One-person Company, Form INC-

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Practical (30 Hours)	1.	Identifying Startup Ideas	
	2.	Unique Selling Proposition (USP) Sheet	
	3.	SWOT Analysis (Hands-On)	
	4.	Organizational Structure Mapping	
	5.	Partnership Deed Drafting	
	6.	LLP Document Preparation	
	7.	MOA and AOA Drafting (Simplified)	
	8.	DIN (Director Identification Number) Demo	
	9.	Budget Preparation for a Startup	
	10.	Market Research (Field-Based)	
	11.	Competitor Analysis Report	
	12.	Customer Persona Creation	
	13.	Startup Visit Report	
	14.	Incubation Centre Analysis	
	15.	Interview a Startup Employee	
	16.	Startup Support Report for a Real Entrepreneur	
	17.	Client Communication Drafting	
	18.	Professional Presentation	
	19.	Pitch Deck Summary	
	20.	Self-Assessment Checklist	
	Textbooks / Reference Books:	Reference Books • The Lean startup “by Eric Ries • The Startup Manual “by Sanajeev Bikcahnadanii • Business Startup skill “ by Shailu Singh	
Evaluation Pattern:			
Sr. No	Theory (40 marks)	Practical (40 Marks)	CIE (20 marks)
1.	5 MCQs on each unit 2 Marks × 20 MCQs = 40 Marks	Any 10 Practical. 4 Marks ×10 Practical = 40 Marks	CIE 1(carry 5 marks) CIE 2 (carry 5 marks) Class Activity / Presentation / Viva-Voce (carry 10 marks)
	Total: 40 marks	Total: 40 marks	Total: 20 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFAEC1)
Semester I (AEC 1 - English)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFAEC1
Course Name	English (Communication Skills)
No. of Credits	02 (Theory – 1, Activity – 1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks -16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	AEC (Ability Enhancement Course)
Pre-requisites for the course	• Ability to interpret business language. • Basic understanding of communication.

Course Outcomes: *The students will be able to:*

CO 1	Apply business communication skills to real life situations
CO 2	Develop writing skills and enrich vocabulary
CO 3	Communicate in English in their everyday life
CO 4	Use basic vocabulary for preparing own notes

Syllabus:	Contents	15 Hours Per Unit
Unit I	Effective Communication 1. What is Communication? Elements of Communication. 2. Types of Communication 3. Essentials of Effective Communication	
Unit II	Barriers to effective communication 1. Barriers to Effective Communication 2. How to overcome the Barriers of Communication? 3. Time Management in effective communication	
Unit III	Grammar Skills 1. Tenses (5 marks) 2. Subject-Verb Agreement (5 marks) 3. Vocabulary	

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	a. Synonyms (3 marks) b. Antonyms (3 marks) c. Homonyms (2 marks) d. Homophones (2 marks)
Practical/ Activities	UNIT 1. Picture Prompt – Display pictures on the screen and have students observe the details and make predictions about what might be happening in the scene. Encourage them to use their imagination and creativity to construct a story based on the picture and ask them to share with the class. UNIT 2.PPT Presentation: Students will prepare a PPT on any aspect of communication Skills and give a seminar of at least 5 min. UNIT 3. Dictionary preparation: Prepare an illustrated Dictionary of at least 50 words with their synonyms and antonyms.
Textbooks / Reference Books:	1. Business Communication and Management - Dr K. R. Dixit (Vishwa Publishers, Nagpur) 2. Communication Skills by DrLalitaBisen, DrBhumika Agrawal, Dr N ThejoKalyani 3. English Grammar – N.D. V. Prasada Rao (S. Chand) 4. Basic English Grammar by DrArunJee
Evaluation Pattern:	
Sr. No.	Theory (60 marks) CIE (40 marks)
1.	2 SAQs of 8 marks OR1 LAQ of 16 marks each based on Unit I (8×2) = 16Marks Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR1 LAQ of 16 marks each based on Unit II (8×2) = 16Marks An assignment / PPT based on curriculum to be assessed by the teacher concerned =10 Marks
3.	2 SAQs of 8 marks OR1 LAQ of 16 marks each based on Unit III (8×2) = 16Marks CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFOE1A)
Semester I (OE 1 - Office Automation)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFOE1A
Course Name	Office Automation
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks – 16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	• Ability to use keyboard and Mouse. • Ability to construct simple sentences in English. • Ability to understand simple mathematics calculations.
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain the features, advantages, and components of the Windows operating system and demonstrate basic operations such as file management, system settings, and multitasking using GUI tools.
CO 2	Create , design, and format professional documents using MS Word by applying editing tools, templates, tables, images, and mail merge features.
CO 3	Use MS Excel to manage data, apply formulas and functions, create charts, sort/filter data, and perform basic data analysis for decision-making.
CO 4	Design effective presentations using MS PowerPoint by applying formatting tools, animations, multimedia elements, master slides, and presentation techniques.
CO 5	Integrate Windows OS, MS Word, Excel, and PowerPoint skills to create, format, analyze, and present information effectively in both academic and business environments.
Syllabus: Contents	
Unit I (7 Hours)	Introduction to windows Operating System Advantages of windows operating system, using different windows applications simultaneously, operating with windows, GUI, use of help features, starting an application, essential accessories, creating shortcuts, windows explorer, control panel, my computer, my documents, recycle bin, finding folders and files, changing system settings,

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	system tools, use of run command, setting peripherals, drivers, editing graphics in windows.
Unit II (8 Hours)	Introduction, basics, starting Word, creating document, parts of Word window, mouse and keyboard operations, designing a document; Formatting- selection, cut, copy, paste; Toolbars, operating on text; Printing, saving, opening, closing of document; Creating a template; Tables, borders, pictures, text box operations; Mail Merge.
Unit III (7 Hours)	Introduction to MS EXCEL, navigating, Excel toolbars and operations, Formatting; copying data between worksheets; entering formula, chart creation; data forms, data sort; Functions in Excel ROUND(), SQRT (), MAX(), MIN(), AVERAGE(), COUNT(), SUMIF(), SUMIF(), ABS(), ROMAN(), UPPER(), LOWER(), CELL(), TODAY(), NOW().
Unit IV (8 Hours)	Introduction to MS POWER POINT Working with Power Point Window, Standard Tool Bar, Formatting tool bar, Drawing tool Bar, Moving the Frame, Inserting Clip Art, Picture, Slide, Text Styling, Send to back, Entering data to graph, Organization Chart, Table, Design template, Master Slide, Animation Setting, Saving and Presentation , auto Content Wizard.
Practical/ Activities	Unit I – Windows OS • Create folders, shortcuts, rename, delete, and restore files. • Change desktop settings and configure Control Panel options. • Use Windows Explorer to organize files. • Use system tools: Notepad, Paint, Disk Cleanup. • Practice using RUN commands. Unit II – MS Word • Prepare a formatted assignment with header/footer, page setup, and styles. • Insert tables, borders, images, text boxes. • Create a Mail Merge with 10 records. • Create a reusable Word template. Unit III – MS Excel • Create worksheets and enter data using formulas. • Apply functions (SUMIF, ROUND, COUNT, TODAY, etc.). • Create charts (column, bar, pie). • Perform data sorting and filtering. • Use data forms and multiple worksheets. Unit IV – MS PowerPoint • Create a 10-slide presentation using templates. • Insert images, charts, tables, and SmartArt. • Apply animations and slide transitions. • Build a presentation using Master Slide. • Present using slideshow tools.
Textbooks / Reference Books:	• MS Office XP for Everyone By Sanjay Saxena (VikasPubli, Noida) • MS-Office 2000(for Windows) By Steve Sagman • A First Course in Computers – Sanjay Saxena Books

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- **P.K. Sinha & Priti Sinha** – *Computer Fundamentals*.
- **Ramesh Bangia** – *Learning Microsoft Office*.
- **Frye Curtis** – *Microsoft Office Step-by-Step (PHI)*.
- **Tamara Dean** – *Microsoft Windows Basics Guide*.

Online References

- Microsoft Support & Training
- GCF LearnFree – MS Office Tutorials
- TutorialsPoint – Computer Basics
- W3Schools – Basic Office Tools Sections

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

OR

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFOE1B)
Semester I (OE 2 – Life Skills for Success)
(To be implemented from 2025 – 26)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFOE1B
Course Name	Life Skills for Success
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	-

Course Outcomes: *The students will be able to:*

CO 1	Apply effective study strategies, manage examination stress, and develop self-awareness for academic success.
CO 2	Demonstrate values of discipline, emotional balance, social responsibility, and positive peer interaction essential for holistic personality development.
CO 3	Understand the principles of the subconscious mind, harness belief, visualization, and affirmations for personal growth, healing, and success.
CO 4	Design and implement personal transformation plans by integrating study skills, values, and subconscious techniques for lifelong success.

Syllabus:	Contents	10 Hours Per Unit
Unit I	Meaning of education, Methods of studying, Ideal study duration for students, Study approach during examination period, Maintaining calmness and focus during exams, Coping strategies after examination failure, Steps to take when unable to understand lessons, Approaches to studying disliked subjects, Developing self-awareness, Maintaining a positive mood for studying, Classification of students as clever or dull.	
Unit II	Avoiding thought pollution, Managing negative emotions such as jealousy and envy, Preventing addiction to bad habits, Importance and impact of good company of friends, Ensuring good companionship in shared hostel rooms,	

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	Qualities of an excellent citizen, Role and necessity of private tuition or classes, Participation in extra-curricular activities, Appropriate attitude towards teachers, Duties of students towards society, Duties of students towards schools and colleges, Importance of participating in sports, Consequences of indulging in ragging, Use of medicines for sharpening intelligence, Staying relevant in today's competitive world, Planning and selecting a career during schooling
Unit III	Meaning of the conscious and subconscious mind, Functions of the subconscious, Relationship between thought and reality, Mental healing principles, Techniques of affirmations and auto suggestions, Visualization and imagination, Overcoming fears and negative emotions, Role of subconscious in career and success, Creative power of the subconscious, Subconscious methods for wealth and prosperity, Healing of body and mind, Building self-confidence, Universal laws of subconscious success, Developing spiritual well-being, Designing a personal transformation plan
Textbooks / Reference Books:	• Jeevanvidya's Guidance to Students by Sadguru Shri Wamanrao Pai • Joseph Murphy – The Power of Your Subconscious Mind

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	30 MCQs (30 × 2 Marks) = 60 Marks OR 20 MCQs (20 × 2 Marks) + 10 VASQs (10 × 2 Marks) = 60 Marks	1. Vision board creation (5 Marks) 2. Forgiveness Letter (5 Marks) 3. Goal Programming Plan (21-day practice) (5 Marks) 4. Maintaining a thought diary (5 Marks) 5. Practice of daily affirmations (5 Marks) 6. Group discussion on the role of belief in healing (5 Marks) 7. Role-play on handling negative emotions (5 Marks) 8. Meditation and visualization practices (5 Marks) OR

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		उत्कर्षविद्यार्थ्यांचासंकल्पजीवनविद्येचा (मराठी) / उत्कर्षछात्रांकासंकल्पजीवनविद्याका (हिंदी) https://lms.jeevanvidya.org/local/customsignup/courseinfo.php?id=11 (Course Registration Link for Hindi) or https://lms.jeevanvidya.org/local/customsignup/courseinfo.php?id=10 (Course Registration Link for Marathi) 40 Marks - Complete the online course from JeevanVidya Mission's Website and submit the Certificate of Completion (40 Marks) Note: Students are required to refer to the 'Internal Assessment Guide' for the details of how to complete the tasks/ activities as above.
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFVEC1)
Semester I (VEC 1 - Environmental Studies)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFVEC1
Course Name	Environmental Studies
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	VEC (Value Education Course)
Pre-requisites for the course	• Familiarity with basic environmental concepts • Understanding of current environmental issues
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain fundamental concepts of environment, ecosystem structure, functions, and ethics.
CO 2	Identify various natural resources and apply environmental management techniques for pollution control and climate change mitigation.
CO 3	Analyze biodiversity, sustainable development goals, environmental issues, treaties, and Indian traditional environmental practices.
CO 4	Evaluate the relationship between human population, environmental impact, and community health, with reference to resettlement and rehabilitation.
CO 5	Apply disaster management concepts and examine major environmental movements in India.
Syllabus: Contents	
Unit I (8 Hours)	<u>Understanding the Environment:</u> Environment: Concept, importance and physical and anthropogenic components Ecosystem: Concept, structure and function; Ecology and ecosystem Abiotic Factors Biotic Factor food chain, food web, dynamism in ecosystem

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	Concept and objectives: Environmental education, environmental ethics Environmental ethics: Need, Objectives
Unit II (7 Hours)	<u>Natural Resources and Environmental Management:</u> Natural Resources: Renewable and non-renewable Solid waste management: Individual, community and government level Air, water and soil pollution: Causes, effects and control, Conservation methods and efforts in water, minerals, fuels, air. Climate change: Global warming impact, adoption and mitigation
Unit III (8 Hours)	<u>Environment and Sustainable Development:</u> Biodiversity: concept, levels, hot-spots and values Environmental issues: Local, regional and global Environmental treaties and legalization: net zero policy & economic policies, Importance of Indian Traditional knowledge on environment, CSR and SDGs association.
Unit IV (7 Hours)	<u>Human Communities and Environment:</u> Human population growth: Impacts on environment, human health and welfare. Resettlement and rehabilitation of project affected persons, case studies. Disaster management: floods, earthquakes, cyclones and landslides. Environmental movements: Chipko, Silent valley, and Bishnois of Rajasthan.
Textbooks / Reference Books:	<u>Textbooks:</u> 1. Erach Bharucha – Textbook of Environmental Studies for Undergraduate Courses, University Grants Commission (UGC). 2. R. Rajagopalan – Environmental Studies: From Crisis to Cure, Oxford University Press. 3. Anubha Kaushik & C.P. Kaushik – Environmental Studies, New Age International Publishers. 4. Benny Joseph – Environmental Studies, Tata McGraw Hill. 5. Dr. M.P. Mishra – Fundamentals of Environmental Studies, S. Chand & Co. <u>Reference Books:</u> 1. Odum, E.P. – Fundamentals of Ecology, Cengage Learning. 2. Miller, G.T. & Spoolman – Environmental Science, Brooks/Cole. 3. Botkin & Keller – Environmental Science: Earth as a Living Planet, Wiley.

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4. Y.K. Singh – Environmental Science, New Age International.
5. J.A. Laurence & Butterfield – Manual of Environmental Management, McGraw Hill.
6. Cunningham, Saigo & Cunningham – Environmental Science: A Global Concern, McGraw Hill.
7. Sheth, Prakash – Environmental Studies, Pearson Education.
8. UNEP Reports – Global Environment Outlook (latest editions).
9. Government of India – Environmental Protection Act, 1986 & related notifications.
10. IPCC Reports – Assessment Reports on Climate Change (latest AR).

Online & Open Educational Resources (OER):

1. MOEFCC – Ministry of Environment, Forest & Climate Change official resources.
2. UN SDGs Knowledge Platform – Sustainable Development documentation.
3. NPTEL Online Courses on Environmental Studies.
4. UNESCO – Environmental Education Resources.

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFIKS)
Semester I (IKS - Indian Economies and Business Model)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM1BFIKS
Course Name	Indian Economies and Business Model
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	IKS (Indian Knowledge System)
Pre-requisites for the course	• Basic knowledge of economy • Awareness about the basic business model • Application of different economies in business
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Analyse the evolution of Indian economic thought by interpreting ideas from Dharmashastras, Shukraniti, Mahabharata, and Arthashastra, and compare sector-wise contributions in the past and present.
CO 2	Critically evaluate Kautilya's economic principles, India's ancient GDP strength, and contemporary issues such as capitalism, caste as social capital, black money, and tax havens from a Dharmic-economic perspective.
CO 3	Assess India's ancient strengths in agriculture, manufacturing, education, wealth, governance, and business and examine India's present global position through the lens of the Indian Business Model (10-Point Formula).
CO 4	Synthesize the historical evolution of Indian economic thought with new economic models to compare sectoral performance and understand the continuity of indigenous economic philosophies.
CO 5	Apply indigenous economic principles through practical activities such as case studies, sector-wise comparison projects, group presentations, and analysis of ancient texts to propose sustainable economic strategies for modern India.
Syllabus:	Contents

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Unit I (7 Hours)	History of Indian Economy Thoughts: New Indian Economic Model & Sectorial Contribution Past vs Present History of Indian Economy Thoughts: Context from Dharmashastras, Shukraniti, Mahabharata, and Arthashastra
Unit II (8 Hours)	Kautilya's Economic thoughts in specific: India and Global GDP: Ancient India; Beyond Capitalism and Communalism, Dharmic, Caste as Social Capital, Black Money, and Tax Heaven.
Unit III (8 Hours)	Agriculture: Ancient India, Manufacturing: Ancient India, Education in India, And Wealth in India, Governance, and Business in India, Where India Stands Globally.
Unit IV (7 Hours)	Indian Business Model: Based on 10-point formula: Family Base, High Level of Savings, Self-employment, Highly Entrepreneurial Nature, Non-corporate Sector as the Core of the Economy, Community Orientation and Higher Social Capital, Faith and Relationship in Economic Affairs, A Society-driven Economy, Driven by Norms and Values.
Practical/ Activities	• Activity 1: Prepare a comparative chart of India's sectoral contribution (Ancient vs Modern). • Activity 2: Case study on Kautilya's fiscal policies vs modern public finance. • Activity 3: Group presentation on the Indian Business Model: 10-Point Formula. • Activity 4: Practical interpretation of economic ideas from Dharmashastras or Arthashastra. • Activity 5: Mini research project: "Where India Stands Globally – Past vs Present."
Textbooks / Reference Books:	1. Kanagasabapathi; "Indian Models of Economy, Business and Management", Third Edition, Prentice Hall India Ltd., Delhi. 2. Lotus and Stones; Garuda Prakashan (31 October 2020); Garuda Prakashan Pvt. Ltd. 3. Dwivedi D.N., Essentials of Business Economics, Vikas Publications, Latest Edition. 4. InidaUninc by Prof. R Vaidyanathan, Westland Ltd. Publication 5. Economic Sutras by Prof. Satish Y. Deodhar, IIMA Books series 6. Black Money Tax Heaven by R Vaidyanathan, Westland Ltd. Publication. Online Materials (Free & High-Quality) 1. Government Sources, Economic Data & Sector Reports • NITI Aayog – Reports on agriculture, manufacturing, governance • RBI Handbook of Statistics – Historical GDP, sectoral data • MOSPI – National Accounts Statistics • Economic Survey of India – Free PDFs



- **India Stat (limited free sections)** – Historical trend data
- 2. Ancient Texts & Translations (Free PDFs)**
 - **Arthashastra (Shamasastry translation)** – Available on Archive.org
 - **Manusmriti & Dharmashastras** – SanskritDocuments.org
 - **Shukraniti (English translation)** – Archive.org
 - **Mahabharata (Economic references)** – SacredTexts.com
 - **Rigveda, Yajurveda references** – WisdomLib.org
- YouTube / MOOCs (Free Courses)**
 - 1. SWAYAM / NPTEL Courses**
 - Ancient Indian Knowledge Systems
 - Indian Economy
 - Indian Culture & Governance
 - 2. UPSC channels (for structured concepts):**
 - Drishti IAS
 - BYJU's UPSC
 - StudyIQ
 - 3. Academic lectures**
 - Prof. BibekDebroy: Arthashastra
 - Prof. R. Vaidyanathan: Indian Economic Model
 - Prof. Kapil Kapoor: Indian epistemology & society

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM1BFCC1)
Semester I (CC 1 - NCC / NSS / Sports / Cultural / LLL)
(To be implemented from 2024 – 25)

(02 Credits for 100 Marks)

**As per the guidelines of CC applicable to all UG Program under Rashtrasant Tukadoji
Maharaj Nagpur University, Nagpur**

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SEMESTER II

Banking and Finance (Semester II)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
S r. N o	(UG Certificate in Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Fundamentals of Banking	Maj or	BCOM2BFM 2	4	-	4	60	24	-	-	40	16	100	40	4
2	Introduction to Commerce	Min or	BCOM2BFMI 2	3	-	3	60	24	-	-	40	16	100	40	3
3	Digital Marketing	VSC	BCOM2BFVS C2	1	2	3	60	30	40	20	-	-	100	50	2
4	Mutual Fund Agent	SEC	BCOM2BFSE C2	1	2	3	40	20	40	20	20	10	100	50	2
5	Hindi	AE C	BCOM2BFA EC2A	1	2	3	60	24	-	-	40	16	100	40	2
	Marathi		BCOM2BFA EC2B												
6	Business Correspondence	OE	BCOM2BFO E2	2	-	2	60	24	-	-	40	16	100	40	2
7	College to Corporate	OE	BCOM2BFO E3	2	-	2	60	24	-	-	40	16	100	40	2
8	Constitution of India	VE C	BCOM2BFV EC2	2	-	2	60	24	-	-	40	16	100	40	2
9	NCC / NSS / Sports / Cultural / LLL	CC	BCOM2BFC C2	-	4	4	-	-	-	-	100	50	100	50	2
		Tota l		16	10	26	460	194	80	40	360	156	900	390	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE.



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFM2)
Semester II (Major – Fundamentals of Banking)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking & Finance)
Course Code	BCOM2BFM2
Course Name	Fundamentals of Banking
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Basic Knowledge of Mathematics • Aware about basic word used in Banking
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain the Historical development of Banking
CO 2	Describe the Characteristics and features of various types of banks accounts
CO 3	Apply professionals and ethical standards in deposit account operations and decision making
CO 4	Describe the different types of banking technology, including online banking, mobile banking and core banking
CO 5	Assess the impact of banking regulations and policies on the banking industry and the economy
Syllabus: Contents	
Unit I (11 Hours)	Evolution of Banking Origin: Meaning and Definition of 'Bank', Evolution of banking- Europe, USA & Asia, Evolution of banking in India., Structure of Indian Banking System.
Unit II (11 Hours)	Functions of Bank 1. Primary functions: A) Accepting deposits: Demand deposits: Current and Savings; No Frills Account, Time Deposits-Recurring and Fixed deposits, Flexi Deposits (Auto Sweep) B) Granting Loans and Advances- Term Loan, Short term credit, Overdraft, Cash Credit, Purchasing, Discounting of bills 2. Secondary functions: A) Agency Functions- Payment and Collection of Cheques, Bills and Promissory notes, Execution of standing instructions, Acting as a Trustee, Executor. B) General Utility Functions: Safe Custody, Safe deposit vaults, Remittances of funds, Pension Payments, Acting as a dealer in foreign exchange.

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Unit III (12 Hours)	Procedure for opening and operating of deposit account Know Your Customer- Needs and Norms (KYC Norms), Application form, Introduction, Proof of residence, Specimen signature and Nomination: Their Importance Procedure for Operating Deposit Account: Pay-in-slips, Withdrawal slips, Issue of pass book, (Current Savings or Recurring deposits), Issue of Cheque book, Issue of fixed deposit receipt, Premature encashment of fixed deposits and loan against fixed deposit. Recurring deposits: Premature encashment and loan against recurring deposit. a) Closure of accounts b) Transfer of accounts to other branches / Banks Types of account holders a) Individual account holders- Single or joint, Illiterate, Minor, Married woman, Pardahnashin woman, Nonresident accounts b) Institutional account holders- Sole proprietorship, Partnership firm, Joint stock company, Hindu undivided family, Clubs, Associations and Societies and Trusts.	
Unit IV (11 Hours)	Technology in Banking Need and importance of technology in banking E-Banking: ATM, Credit card, Debit card, Tele Banking, Mobile Banking, Net Banking, SWIFT (Society for Worldwide Inter-bank Financial Telecommunication) Concept and benefits of Core Banking Solution.	
Textbooks / Reference Books:	1. Banking Theory and Practice “ by S. B Gupta 2. Fundamentals of Banking “ by R. K Gupta 3. Principles of Banking “ by L. M Bhole	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFMI2)
Semester II (Minor – Introduction to Commerce)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFMI2
Course Name	Introduction to Commerce
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Know the basic meaning of Commerce
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain the nature, scope, and core contents of major commerce verticals such as Accounting, Taxation, Finance, Marketing, Operations, HR, Commercial Laws, International Trade, E-commerce, Capital Markets, and Business Analytics.
CO 2	Describe the roles, required competencies, and professional responsibilities of Maths-intensive commerce careers such as CA, CFA, Actuary, Cost Accountant, CS, Investment Banker, Financial Advisor, Research Analyst, and Business Analyst.
CO 3	Assess career suitability based on personal skills, interests, creativity, and communication abilities.
CO 4	Identify the essential skills and competencies needed for various commerce careers.
CO 5	Integrate knowledge of different commerce verticals, career roles, required skills, and certifications to design a personalized career roadmap in the commerce field.
Syllabus:	Contents

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Unit I (11 Hours)	Verticals in commerce education (Nature, scope and basic contents) – Financial and Management Accounting, Taxation, Cost Accounting, business administration, Financial Management, Marketing Management, Operations Management, HR Management, commercial Laws, International Trade, E Commerce, Capital Markets, Business Analytics etc.
Unit II (11 Hours)	Career Options in Commerce (Role and Profile) involving Maths skills like Chartered Accountant (CA), Investment Banker, Chartered Financial Analyst (CFA), Actuary, Cost Accountant, Company Secretary (CS), Personal Financial Advisor, Research Analyst, and Business Analyst.
Unit III (11 Hours)	Career Options in Commerce (Role and Profile) requiring lesser Maths skills like Marketing, Entrepreneurship, Human Resource Management, Retail Management, Cost Management Accountant (CMA), Product Management, Relationship Manager.
Unit IV (12 Hours)	Skills, competencies and examinations/ certifications for getting into various career options, SEBI / NISM Certifications overview.
Textbooks / Reference Books:	1. Engineering Management (English, Paperback, Gupta A. K.) S Chand 2. Engineering Management (English, Undefined, Chauhan A S) Jain Brothers

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFVSC2)
Semester II (VSC 2 - Digital Marketing)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com.(Banking&Finance)
Course Code	BCOM2BFVSC2
Course Name	Digital Marketing
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 30</i>) + 40 (Practical Examination – <i>Min passing marks - 20</i>) = 100 marks (Min passing marks – 30 + 20 = 50)
Group under NEP scheme	VSC (Vocational Skill Course)
Pre-requisites for the course	• Basic Computer Skills: Familiarity with using computers, the internet, and common software applications. • Understanding of Marketing Principles: A foundational knowledge of marketing concepts can be helpful. • Communication Skills: Strong verbal and written communication skills for effective messaging. • Social Media Familiarity: Experience using various social media platforms is useful, as they play a significant role in digital marketing.

Course Outcomes: *The students will be able to:*

CO 1	Showcase the basic knowledge of digital marketing
CO 2	Use search engine optimization
CO 3	Apply the obtained knowledge of email marketing and social media marketing
CO 4	Differentiate between various internet marketing elements
CO 5	Plan and execute a complete digital marketing strategy , integrating social media, SEO, SEM, content creation, and branding tools to promote a business or product effectively.

Syllabus:	Contents
Unit I (4 Hours)	Introducing to marketing (traditional and digital) Definition, Four P's, Benefit and limitations, traditional VS Digital, definition and benefits of Digital Marketing, Trends of the Digital Marketing Industry, Pull And Push Digital marketing, Segmentation Strategies of Digital marketing, Digital marketing platforms. Social Media Marketing –Part I • Introduction to various social media platforms • Using Facebook and Instagram • Graphic design using Canva • Reel making and editing using VN
Unit II	Social Networking, on-Page Optimization Off Page Optimization, Keywords,

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(4 Hours)	Google Ad Words, Use of Different Social Media Platforms, Content Creation. Social Media Marketing – Part II • Social Media advertisement • Lead generation Understand the applications of AI in digital marketing: chatboats, predictive analytics, content optimization, personalization		
Unit III (4 Hours)	Search Engine Marketing-Introduction to SEM, Campaign Creation, Ad Creation, Site Targeting Keyword Targeting An Overview of SEO • Gaining insight into search engine operations • Traffic and its meaning • Different types of keywords • Traffic and its meaning • Different types of keywords • Techniques for identifying the best keyword Strategies for keyword optimization		
Unit IV (3 Hours)	Internet Marketing -Introduction & Advantages of Internet Marketing in Business, Optimization of Business Site and Market Featured Products, Blogs & Opinion, Importance of Branding		
Practical List (30 Hours)	Practical No.	Title of Practical	Practical Activity / Exercise
	1	Understanding Marketing Mix (Four P's)	Identify and present the Product, Price, Place, and Promotion strategies of any one FMCG or service brand.
	2	Comparative Study: Traditional vs Digital Marketing	Prepare a short report or poster comparing reach, cost, and customer engagement in Traditional vs Digital Marketing.
	3	Graphic Design using Canva	Create 2 promotional posts and 1 story for a selected brand using Canva.
	4	Reel Creation and Editing	Make a 30-second product or event promotional reel using VN App, including captions and background music.
	5	Designing a Social Media Advertisement	Create a mock ad on Facebook or Instagram with headline, text, and call-to-action for lead generation.
	6	Exploring AI Tools in Marketing	Use an AI-based tool (ChatGPT / Copy.ai / Canva Magic Write) to generate ad captions or campaign ideas.
	7	Keyword Research and Optimization	Use Google Keyword Planner / Ubersuggest to find 10 relevant

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		keywords for a selected business and categorize them.
8	Blogging and Brand Promotion	Create a short blog (300–400 words) using Blogger / WordPress promoting a local product or service with basic SEO tags.

**Textbooks/
Reference
Books:**

Text Book: -

1. Digital Marketing for Dummies, By Ryan Deiss& Russ Henneberry
2. Jab, Jab, Jab, Right Hook, By Gary Vaynerchuk
3. Building a StoryBrand: Clarify Your Message So Customers Will Listen, By Donald Miller
4. Digital Marketing Strategy: An Integrated Approach to Online Marketing, By Simon Kingsnorth.
5. Epic Content Marketing: How to Tell a Different Story, Break Through the Clutter, and Win More Customers by Marketing Less, By Joe Pulizzi.
6. The Art of SEO: Mastering Search Engine Optimization, By Eric Enge, Jessie Stricchiola, and Stephan Spencer.
7. New Rules of Marketing and PR, By David Meerman Sc.

Reference Books:

1. Digital Marketing, Raghavendra K., ShrutiPrabhakar, Himalaya Publ. House, 2016, pageno.1-79
2. Principles of Advertising & IMC, Tom Duncan , McGraw-Hill , second edition page 330-601
3. Strategic Brand Management , Third edition , Kelvin Lane Keller, Pearson Education, Page No.23-160

Evaluation Pattern:

Sr. No.	Theory (60 marks)	Practical (40 marks)
1.	32 MCQs of 2 marks each based on all four units. (8 MCQs from each unit) (Best 30 will be evaluated) (30 × 2 = 60 Marks)	Best 6 out of 8 practical will be considered for marking. 5 Marks x 6 = 30 Marks Class Activity / Presentation/ Viva –Voce = 10 Marks
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFSEC2)
Semester II (SEC 2-Mutual Fund Agent)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

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Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFSEC2
Course Name	Mutual Fund Agent
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	40 (Semester End Examination – Min passing marks – 20) + 40 (Practical Examination – Min passing marks - 20) + 20 (Continuous Internal Examination – Min passing marks - 10) = 100 marks (Min passing marks 20 + 20 + 10 = 50)
Group under NEP scheme	SEC (Skill Enhancement Course)
Pre-requisites for the course	• Familiarity with the basic financial concepts such as investing, risk management and financial market. • Knowledge Of mutual fund including types of funds and investment strategies.

Course Outcomes: *The students will be able to:*

CO 1	Use the historical knowledge to inform analysis of current trends and development in the mutual fund industry.
CO 2	Approach and market various mutual funds schemes to prospective customer identified
CO 3	Assist customer with determining most suitable mutual fund scheme according to needs.
CO 4	Assist customer with the application process for purchasing the mutual fund.
CO 5	Develop long-term relationships with customers.

Syllabus:	Contents
Unit I (11 Hours)	Introduction, History of Mutual Funds, Structure of Mutual Funds, Financial Planning and Potential Investors, Role of a Mutual Fund Agent, Legal & Regulatory Environment, Macro Economic Environment. Practical – Update knowledge on mutual fund market; Keep up to date on regulations and guidelines, Impact of Macro Economic factors on mutual fund

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	market.		
Unit II (11 Hours)	Structure of Mutual Fund Products, Accounting of Mutual Funds, Tax and Tax-Related Regulations, Financial Planning, Marketing of Mutual Funds. Practical – Approach and market various mutual funds schemes to prospective customer identified, Assist customer with determining most suitable mutual fund scheme according to needs, Receive approval for initiating purchase process.		
Unit III (11 Hours)	Offer Documents and Application Forms, Account Opening and KYC Process, Modes of Investment, Timing of Investment, Risk Allocation and Portfolio Selection. Practical – Assist customer with the application process for purchasing the mutual fund, Collect and ensure payments are processed at the bank / organization, Deliver proof of purchase and plan follow-up sessions.		
Unit IV (12 Hours)	Customer Relationships, After Sales Service. Practical – Develop long-term relationships with customers, Respond to customer queries, clarifications, and advice the customers on existing product and new schemes, assist in termination of investment.		
Textbooks / Reference Books:	• Mutual Funds in India - S. R. Vishwanath • Investing In Mutual Funds : Dhindra Kumar		
Evaluation Pattern:			
S. No	Theory (40 marks)	Practical (40 Marks)	CIE (20 marks)
1.	5 MCQs on each unit 2 Marks × 20 MCQs = 40 Marks	Practical on each unit. 10 Marks ×4 Practical = 40 Marks	CIE 1(carry 5 marks) CIE 2 (carry 5 marks) Class Activity / Presentation / Viva-Voce (carry 10 marks)
	Total: 40 marks	Total: 40 marks	Total: 20 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFAEC2A)
Semester II (AEC 2 - Hindi)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFAEC2A
Course Name	हिंदी भाषा: संप्रेषण और संचार
No. of Credits	02 (Theory – 1, Activity – 1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	AEC (Ability Enhancement Course)
Pre-requisites for the course	- संप्रेषण का सामान्य ज्ञान होगा. - संवादलेखन की जानकारी होगी.
Course Outcomes: <i>The students will be able to:</i>	
CO 1	संप्रेषण की अवधारणा और प्रक्रियासे परिचित होगा।
CO 2	संप्रेषण की तकनीक और कार्यशैली की बहुसंख्यक समझ का विकास होगा।
CO 3	संप्रेषण के प्रकार की व्यावहारिक जानकारी प्राप्त करेंगे।
Syllabus:	Contents 15 Hours Per Unit
Unit I	संप्रेषण: सामान्य परिचय संप्रेषणकी अवधारणा संप्रेषणकी प्रक्रिया
Unit II	संप्रेषणके विविध आयाम संप्रेषण और संचार संप्रेषण एवं संचार के विविध रूप
Unit III	संप्रेषणके प्रकार डिक्शनरी लेखन, संवाद लेखन, डायरी लेखन ब्लॉग लेखन, सम्पादकीय आलेख
Textbooks / Reference	1. भाषा और संप्रेषण : राम प्रकाश प्रजापति 2. सूचना एवं संप्रेषण: तकनीकी की समझ: स्मिता मिश्र

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Books:	3. संप्रेषण: चिंतन और स्टूडियो: मंजु मुकुल 4. संवाद पथ पत्रिका: संवाद हिंदी संस्थान 5. संप्रेषण प्रतिरूप एवं सिद्धांत :डॉ. श्रीकांत सिंह 6. मीडिया और लोकतंत्र सं. प्रो. रवीन्द्रनाथ मिश्र, वाणी प्रकाशन, दिल्ली	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit I (8×2) = 16 Marks	Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit II (8×2) = 16 Marks	An assignment / PPT based on curriculum to be assessed by the teacher concerned = 10 Marks
3.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit III (8×2) = 16 Marks	CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks	Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFAEC2B)
Semester II (AEC 2 - Marathi)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)



Course Code	BCOM2BFAEC2B
Course Name	मराठी – भाषिक कौशल्य विकास – भाग १
No. of Credits	02 (Theory - 1, Activity - 1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	AEC (Ability Enhancement Course)
Pre-requisites for the course	- विद्यार्थ्यांनी शालेय पातळीवर मराठी व्याकरण, शुद्धलेखन व वाचन-लेखन कौशल्य आत्मसात केलेले असावे. - दैनंदिन संवाद, लेखी व मौखिक अभिव्यक्तीची प्राथमिक क्षमता असणे आवश्यक आहे.

Course Outcomes: *The students will be able to:*

CO 1	विद्यार्थ्यांची भाषिक कौशल्ये विकसित करणे.
CO 2	विद्यार्थ्यांना रोजगाराभिमुख बनविणे.
CO 3	भाषा व्यवहारासाठी आवश्यक ती लेखन, भाषण, वाचन ही कौशल्ये विकसित करणे.

Syllabus:	Contents	15 Hours Per Unit
Unit I	भाषिक कौशल्ये, व्यक्तिमत्व आणि व्यक्तिमत्व विकास	
Unit II	संवाद आणि संभाषण कौशल्ये	
Unit III	वाचन आणि लेखन कौशल्ये	
Textbooks / Reference Books:	अभ्यासग्रंथ – व्यावहारिक मराठी, ल. रा. नसिरा बादकर, भाषा विकास संशोधन संस्था, कोल्हापूर, २०२२ (प्रकरण १ ते ४)	

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit I (8×2) = 16 Marks	Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit II (8×2) = 16 Marks	An assignment / PPT based on curriculum to be assessed by the teacher concerned = 10 Marks
3.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit III (8×2) = 16 Marks	CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks	Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks	Total: 40 marks



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFOE2)
Semester II (OE 2 – Business Correspondence)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFOE2
Course Name	Business Correspondence
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	• Basic understanding of letter writing • Familiarity with English grammar

Course Outcomes: *The students will be able to:*

CO 1	Draft personal and professional letters.
CO 2	State email etiquette in their own words.
CO 3	Prepare resume for job purpose.
CO 4	Draft documents like notices, agenda, minutes and action taken reports related to official meetings.

Syllabus:	Contents	10 Hours Per Unit
Unit I	1. What is Business correspondence, Importance of Business correspondence 2. Principles of effective business correspondence 3. Types of correspondence: Internal Correspondence, External Correspondence, Sales Correspondence, Routine Correspondence, Personalized Correspondence, Circulars	
Unit II	1. Email etiquette 2. Job Application, Offer Letter, Acceptance / Rejection of job offer letter 3. Resume / Bio-note / Biodata / Curriculum Vitae Writing	
Unit III	1. Meeting Etiquette 2. Notices, Agenda, Minutes and Action Taken Reports 3. Circulars and Memos	
Activities	1. Collect actual letters of all types of business correspondence prescribed in	

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	Unit I. 2. PPT presentation on email etiquette based on Unit II 3. Prepare personal Resume (Unit II) 4. Draft notice, agenda, minutes and action taken report of an actual meeting held in the college. (Unit III)	
Textbooks / Reference Books:	• Business Correspondence by Urmila Rai and S M Rai, Himalaya Publishing House • Business Correspondence and Report Writing by Krishna Mohan, R C Mohan, Virendra Singh Nirban	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	12 VSAQs of 2 marks each based on all three units. (4 VSAQs from each unit) (Best 10 will be evaluated) ($10 \times 2 = 20$ marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	21 MCQs of 2 marks each based on all three units.(7 MCQs from each unit) (Best 20 will be evaluated) ($20 \times 2 = 40$ marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFOE3)
Semester II (OE 3 – College to Corporate)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

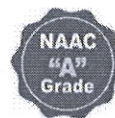
Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFOE3
Course Name	College to Corporate
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	• Basic understanding of corporate life • Familiarity with manners and etiquette

Course Outcomes: *The students will be able to:*

CO 1	Hold conversations with their colleagues, seniors and customers at their workplace
CO 2	Use correct words with proper pronunciation and intonation while speaking.
CO 3	Conduct events with introductory remarks and vote of thanks.
CO 4	Use audiovisual aids while giving presentations.

Syllabus:	Contents	10 Hours Per Unit
Unit I	Difference between College and Corporate 1. What is corporate? 2. Difference between a college campus and corporate setup 3. Expectations from the fresher's	
Unit II	Skills, Attitude and Etiquette 1. Required Skills at the workplace 2. Positive Attitude 3. Workplace etiquette	
Unit III	Grooming Skills 1. What are grooming skills? 2. Good habits at workplace	

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	3. How to dress up for corporate?
Activities	1. Assignment: Enlisting the differences between college and corporate with pictures and case studies 2. Preparing PPT presentation on positive attitude 3. Create posters / stickers of expected behavior at workplace 4. Viva voce
Textbooks / Reference Books:	1. How India Works by Aarti Kelshikar 2. Campus to Corporate by Ashutosh Sharma, V&S Publishers 3. Corporate Administration by R. Sarvamangala and G P Nagesh, Himalaya Publishing House

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	12 VSAQs of 2 marks each based on all three units. (4 VSAQs from each unit) (Best 10 will be evaluated) ($10 \times 2 = 20$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	21 MCQs of 2 marks each based on all three units. (7 MCQs from each unit) (Best 20 will be evaluated) ($20 \times 2 = 40$ marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFVEC2)
Semester II (VEC 2 – Constitution of India)
(To be implemented from 2025 – 26)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM2BFVEC2
Course Name	Constitution of India
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	VEC (Value Education Course)
Pre-requisites for the course	• Basic Understanding of Indian History and Politics • Awareness of Civic Responsibilities • Introductory Knowledge of Governance
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Describe the Historical Foundations of the Indian Constitution
CO 2	Analyze the Preamble and Key Constitutional Concepts
CO 3	Evaluate Fundamental Rights, Directive Principles, and Fundamental Duties
CO 4	Assess the Functioning of Constitutional Institution
CO 5	Compare and contrast the nature, scope, and importance of fundamental rights, directive principles, and fundamental duties in shaping citizen-government relationships.
Syllabus:	Contents 15 Hours Per Unit
Unit I	Constructional Values embedded in Constitution A. Preamble Importance and Nature, Values of Socialism, Secularism, Democracy, Justice, Liberty, Equality and Fraternity. B. Salient features State-Central Relationship, Federal Nature, Parliamentary Democracy, and Directive Principles.
Unit II	Citizens and Constitution A. Fundamental Rights and Fundamental Duties of citizens: Nature and Importance. B. Brief introduction of Central Legislature and Executive, State Legislature and Executive, Higher Judiciary
Practical / Activities	1. Preamble Interpretation Poster Activity- Each student or group creates a poster interpreting the Preamble of the Indian Constitution. They should highlight the values (e.g., justice, liberty, equality) and explain them with visuals, quotes, or real-life examples. 2. Constitution Quiz or Crossword Challenge- Students should participate in a quiz or crossword covering concepts like Fundamental Rights, Duties,

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	Central-State relations, and Directive Principles. 3. Real-life Application of Fundamental Duties- Students to document or perform one Fundamental Duty in their community (e.g., planting trees, respecting national symbols, helping elders) and submit a short reflective report or video. 4. Group Presentation: State vs Centre – Who Does What? Students should be divided into two groups—State Government and Central Government. Each group presents their responsibilities, recent examples of Centre-State coordination or conflict (e.g., in healthcare, education, disaster management).
Textbooks / Reference Books:	1. M. Laxmikant: Indian Polity, Mc Graw hill Publications, Tamil Nadu, 2019 2. Dr. Deepali Bhowate, Vaishnavi Gawande: Constitution of India, 2025, Shree Balaji Prakashan, Nagpur. 3. D.D Basu: Introduction to the constitution of India, Lexis Nexis, 2015. 4. डॉ. देशमुख अलका: भारतीय राष्ट्रीय चळवळ आणि संविधानात्मक सुधारणा, साईनाथ प्रकाशन, नागपूर, २०२५ 5. भोळे भा.ल., 'भारतीय गणराज्याचे शासन आणि राजकारण, पिंपळापुरे अँड कंपनी पब्लिशर्स, नागपूर., 2003 6. जाधव तुकाराम, भारतीय राजकीय व्यवस्थेचा आकृती बंध, खंड एक, युनिक अकॅडमी, पुणे, 2011 7. फाडीयाबी.एल., भारत का संविधान, साहित्य भवन पब्लिशर्स, २०१७

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	1 LAQ of 16 marks or 2 SAQs of 8 marks each based on Unit 1 =16 marks	Activity participation = 10 marks (2 activities x 5 marks)
2.	1 LAQ of 16 marks or 2 SAQs of 8 marks each based on Unit 2 =16 marks	Class Test = 10 marks
3.	1 LAQ of 16 marks based on Unit 1 or 2 SAQs of 8 marks each based on Unit 2 =16 marks	Assignment = 10 marks
4.	3 Short notes of 4 marks OR 6 VSAQs of 2 marks OR 12 MCQs of 1 mark each of all 2 units with no internal choice =12 marks	Viva = 10 marks
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM2BFCC2)
Semester II (CC - NCC / NSS / Sports / Cultural / LLL)

(02 Credits for 100 Marks)

**As per the guidelines of CC applicable to all UG Program under Rashtrasant Tukadoji
Maharaj Nagpur University, Nagpur**

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SEMESTER III

Banking and Finance (Semester III)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
S r. N o	(UG Diploma in Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Fundamentals of Finance	Maj or	BCOM3BFM 3	4	-	4	60	24	-	-	40	16	100	40	4
2	Personal Financial Planning	Maj or	BCOM3BFM 4	4	-	4	60	24	-	-	40	16	100	40	4
3	Corporate Laws	Min or	BCOM3BFMI 3A	3	-	3	60	24	-	-	40	16	100	40	3
	Financial and Management Accounting		BCOM3BFMI 3B												
	Fundamentals of Coding		BCOM3BFMI 3C												
4	Customer Care Executives	VSC	BCOM3BFVS C3	1	2	3	60	30	40	20	-	-	100	50	2
5	ITR Filing Process	SEC	BCOM3BFSE C3	1	2	3	40	20	40	20	20	10	100	50	2
6	Hindi	AE C	BCOM3BFA EC3A	1	2	3	60	24	-	-	40	16	100	40	2
	Marathi		BCOM3BFA EC3B												
7	Digital Wellness	OE	BCOM3BFO E4	2	-	2	60	24	-	-	40	16	100	40	2
8	NCC / NSS / Sports / Cultural / LLL	CC	BCOM3BFC C3	-	4	4	-	-	-	-	100	50	100	50	2
		Tota l		16	10	26	400	170	80	40	320	140	800	350	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE.

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFM3)
Semester III (Major – Fundamentals of Finance)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFM3
Course Name	Fundamentals of Finance
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Accounting principles • Mathematics (especially percentages and ratios) • Business fundamentals (basic structure of firms, investment, and lending)

Course Outcomes: *The students will be able to:*

CO 1	Understand the fundamentals of finance, differentiate between various types of finance, and apply the concept of time value of money in basic financial decision-making.
CO 2	Identify various sources of finance, compare traditional and modern funding instruments, and compute debt repayment schedules and loan instalments.
CO 3	Determine and calculate the cost of various capital components and compute the WACC to assess a firm's capital structure efficiency.
CO 4	Evaluate investment projects using capital budgeting techniques and apply cash flow analysis for sound financial decision-making.
CO 5	Apply cash flow analysis for sound financial decision-making.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Introduction to finance • Meaning Nature and scope of finance. • Goals of financial management • Functions of finance manager • Types of finance	

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Unit II	Sources of finance • Long and short term finance • Equity preference shares debenture and bonds. • Debt repayment schedule • Term loan, calculation of loan installment • Innovative sources of finance • Seed capital, venture capital, bridge capital, higher purchase finance
Unit III	Cost of capital • Meaning of cost of capital • Determination of cost of capital • Calculation on (Ke, Kd, KRE, WACC)
Unit IV	Capital Budgeting • Meaning of Capital T • Types of Capital Budgeting • Techniques of Capital Cash Flow Analysis ,Payback Period, ARR method
Textbooks / Reference Books:	1. Financial Management - Khan & Jain Publisher : Tata McGraw Hill 2. S. Chand - Financial Management

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ / Numerical of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units.(Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFM4)
Semester III (Major – Personal Financial Planning)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFM4
Course Name	Personal Financial Planning
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Understand the basic meaning of Planning • Aware about basic word used in personal financial planning

Course Outcomes: *The students will be able to:*

CO 1	Explain the fundamentals of personal financial planning and its importance in achieving financial security and long-term financial goals.
CO 2	Explain and calculate the future and present values of ordinary annuities and annuities due.
CO 3	Analyze the wide-ranging scope of financial planning, including tax planning, retirement, insurance, investments, and estate planning.
CO 4	Distinguish between consumption and investment expenditures and evaluate their impact on personal finances.
CO 5	Understand various types of personal debt and develop strategies to manage and reduce debt effectively.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Introduction to personal financial planning • Concept of financial planning. • Need for financial planning • Scope of financial planning • Concept of assets liabilities and net worth	

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	Financial planning process.	
Unit II	Time value of money - Concept of annuity - Concept of perpetuity	
Unit III	Evaluating the financial position of clients - Cash flow management in personal finance - Know about preparation of household budget - Cash inflows and out flows - Know about budgeting and forecasting - Creating a budget and saving plan - Evaluation of financial position of clients	
Unit IV	Debt management and loans - Need of Debt - Role and impact of Debt in cash flow management. - Difference between consumption expenditure and investment expenditure. - Leverage and Debt counselling - Calculation of depth servicing requirement - Concept of secured and unsecured loans - Types of borrowing - Various loan calculation	
Textbooks / Reference Books:	- Indian Financial System and Financial Planning M. Y. Khan Publisher: McGraw Hill Education (India) CFP Certification Study Guide – Kaplan or Dalton Education Web-based tools like Investopedia, NISM Modules (Ind.)	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ / Numerical of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units.(3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFMI3A)
Semester III (Minor - Corporate Laws)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFMI3A
Course Name	Corporate Laws
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Company lifecycle knowledge • Basic understanding of company structure
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Design the process of Incorporation of a Company
CO 2	Compare and analyses the components of capital structure and the earnings thereof
CO 3	Familiarize with company administration processes and the role of managerial personnel
CO 4	Acquire practical knowledge about corporate decision-making process and conduction of meet
CO 5	Understand the liquidation process and analyses the role of liquidator in the process of winding up of the company
Syllabus: Contents	
Unit I (11 Hours)	Meaning and Incorporation of Company Meaning, Definition, characteristics and types of companies; Incorporation of a company; Role and legal position of the promoter; Lifting of the corporate veil. • Memorandum of Association; Articles of Association; Meaning, purpose and contents; Alteration, Doctrine of Ultra Vires and Indoor management. • Prospectus: Meaning, Types and misrepresentation in a prospectus
Unit II (11 Hours)	Shares, Share Capital, Debentures and Dividend Shares and Debentures: Definition, Types, Transfer and Transmission, Register of Members; Share Capital: Meaning, Alteration, Voting Right • Debenture:

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	Definition, Types, Rules Regarding Issue of Debenture, Register of Debenture holders, Charges and their types • Rules regarding declaration and distribution of dividends; Investors Education and Protection Fund • Provisions relating to Audit, Auditors' Appointment, Rotation of Auditors, Auditors' Report, Secretarial Audit	
Unit III (11 Hours)	Company Administration Director (Concept and Definition) Qualification, Disqualification, Appointment, Rights, Duties, Liabilities, Removal and Resignation of Director, Managing Director, Whole time Directors, Director Identification Number (DIN) • Small shareholders' director, Resident Director, Alternate Director, Independent Director, and Women director. • Company Secretary: Appointment, Duties and Power	
Unit IV (12 Hours)	Corporate Meetings and Winding Up Corporate Meetings: Shareholder and Board, Types of Meetings, Requisite of Valid Meeting: Notice, Agenda, Chairman, Quorum, Proxy, Resolutions, Minutes, Postal Ballot, E-voting, Video Conferencing, Resolution- kinds, Winding Up meaning: The Insolvency and Bankruptcy Code, 2016, an overview; Modes of winding up: Winding up by Tribunal, Circumstances for Compulsory winding up, petition for winding up, Company Liquidator, Consequences of winding up order, Voluntary liquidation of Corporate persons	
Textbooks / Reference Books:	1. N D Kapoor, Elements of Company Law, Sultan Chand Publishers 2. Gogna, P.P.S, Company Law, S. Chand 3. MC Kuchhal, Corporate Laws, Shri Mahaveer Book Depot (Publishers). 4. G.K. Kapoor& Sanjay Dhamija, Company Law, Bharat Law House	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units.(Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFMI3B)
Semester III (Minor –Financial and Management Accounting)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFMI3B
Course Name	Financial and Management Accounting
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	Ability to interpret balance sheets, income statements, and cash flow statements

Course Outcomes: *The students will be able to:*

CO 1	Comprehend the concept, features, merits, and demerits of the hire purchase system.
CO 2	Understand the process of formulating accounting standards, including IFRS convergence, and apply them in financial statement preparation
CO 3	Compute and interpret various financial ratios to assess a company's performance and financial health.
CO 4	Develop competency of decision making while working on balance sheet.
CO 5	Apply various accounting principles in company financial affairs.

Syllabus: **Contents**

Unit I (11 Hours)	Hire Purchase Accounts:- Meaning of Hire Purchase Account, Features Merit and Demerit of Hire Purchase System, distinction between Hire Purchase and Installment System Note: Excluding Installment System, only problem on Hire Purchase System
Unit II (11 Hours)	Introduction of Accounting Standard:- Process of formulation of Accounting Standards including and as (IFRS converges standard) & IFRS objective and carve outs Framework for

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	preparation and presentation of financial statement (as per Accounting Standard)	
Unit III (11 Hours)	Ratio Analysis 1:- Meaning, Importance and Limitation of Ratio Analysis classification, Objectives of Ratio Analysis. Computation of Ratio Ratio, profitability Ratio 1) Gross Profit Ratio 2) Net Profit ratio 3) Operating ratio 4) Operation Expenses Ratio 5) Stock Turnover Ratio 6) Expenses Ratio	
Unit IV (12 Hours)	Ratio Analysis 2 (Special Ratio only Based on Balance Sheet) 1) Current Ratio 2) Acid Test/ Liquid Ratio 3) Leverage ratio 4) Activity efficiency Ratio 5) Market Value Ratio	
Textbooks / Reference Books:	1. Advanced Accounts" by R.L. Gupta & M. Radhaswamy 2. "Advanced Accountancy" by S.C. Sharma 3. "Corporate Accounting" by S.P. Jain & K.L. Narang 4. "Financial Accounting" by T.S. Grewal 5. "Financial Statement Analysis" by K. R. Subramanyam	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ / Numerical of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units.(3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

OR

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFMI3C)
Semester III (Minor – Fundamentals of Coding)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

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Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFMI3C
Course Name	Fundamentals of Coding
No. of Credits	03 (2 Theory, 1 Practical)
Teaching Hours	30 + 30 = 60
Evaluation Scheme	40 (Semester End Examination – <i>Min passing marks - 16</i>) + 20 (Practical Examination – <i>Min passing marks - 8</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 16 + 8 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic understanding of applications of Computers • Ability to use Keyboard and Mouse

Course Outcomes: *The students will be able to:*

CO 1	Understand and Describe the key components of computer systems
CO 2	Analyze and design algorithms using flowcharts and pseudo code to solve computational problems.
CO 3	Write basic C programs using variables and control statements.
CO 4	Implement and manipulate arrays and functions in C.
CO 5	Apply theoretical knowledge and programming skills to solve real-world computational problems

Syllabus:

Contents

Unit I (8 Hours)	Input Devices: Introduction, Keyboard, pointing devices, scanning devices, Optical recognition devices Output Devices: Introduction, Display monitors, Printers: Impact printers, non-impact printers, Plotters. Memory and Storage Systems: Introduction, Memory representation, Random Access Memory, Read Only Memory, Storage systems: Magnetic storage systems, Optical storage systems, Magneto optical system, Solid-state storage devices.
Unit II (7 Hours)	Flow Chart: What is Flowchart, Need of flowchart Symbols of flowchart Algorithms: Algorithm, Need of Algorithm, step by step representation of any problem using algorithms Dry Run: What is Dry Run, How to create dry run.
Unit III	Data Types, Operators and some statements: Identifiers and keywords, Constants, C Operators, Type Conversion. Writing a Program in C: Variable

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(8 Hours)	declaration, Statements, Simple C Programs, Simple Input Statements, and Simple Output Statements. Control Statements: Conditional Expressions, Loop Statements, Breaking control statements.
Unit IV (7 Hours)	Functions and Program Structures: Introduction, Defining a Function, Types of User Defined Functions, Return Statement, Actual & Formal Arguments, Local & Global Variables, Scope of Variables, Recursive Functions. Arrays: One dimensional array, Array Declaration, Array Initialization, Two dimensional array, Declaration and initialization of two dimensional array, multidimensional array, Character array and Strings functions.
Practical (30 Hours)	1. Write an algorithm, draw a flowchart and develop a C++ program to print the sum and product of digits of an integer. 2. Write an algorithm, draw a flowchart and develop a C++ program to reverse of a number. 3. Write an algorithm, draw a flowchart and develop a C++ program to compute the sum of the first n terms of the follow series $s=1+1/2+1/3+1/4+\dots\dots\dots$ 4. Write an algorithm, draw a flowchart and develop a C++ program to compute the sum of the first n terms of the follow series $s=1-2+3-4+5+\dots\dots\dots$ 5. Write an algorithm, draw a flowchart and develop a C++ function that checks whether a given string is palindrome or not. 6. Write an algorithm, draw a flowchart and develop a C++ program to print a triangle of stars as follows(take number of lines from the user): * *** ***** ***** ***** 7. Write an algorithm, draw a flowchart and develop a C++ program to swaps two numbers using pointers. 8. Write an algorithm, draw a flowchart and develop a C++ program to find whether a given number is prime or not use the same to generate prime numbers less than 100. 9. Write an algorithm, draw a flowchart and develop a c++ program to demonstrate the use of single inheritance. 10. Write an algorithm, draw a flowchart and develop a c++ program to find largest among two values using friend function. 11. Write an algorithm, draw a flowchart and develop a c++ program in which a function is passed address of two variables and then alter its contents. 12. Write an algorithm, draw a flowchart and develop a c++ program to display Fibonacci series using recursion.

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	13. Write an algorithm, draw a flowchart and develop a c++ program to calculate factorial of a number using recursion. 14. Write an algorithm, draw a flowchart and develop a c++ program to demonstrate the use of this pointer. 15. Write an algorithm, draw a flowchart and develop a c++ program to perform unary operator overloading
Textbooks/ Reference Books:	• Dr. Liladhar Rewatkar, Dr. Ujwal Lanjewar, Dr. Nirzar Kulkarni – Sheth Publishers Pvt Ltd. • MS Office 2016 Quintessential Course –Vishnu P Singh, Asian Computer Books • Microsoft Office 2016 Step by Step, Joan Lambert, Curtis Frye, Microsoft Press • Information Technology, Vikrant Malviya, Himalaya Publishing House Reference Books: • Introduction to Information Technology, Renu Vashishth & Dr. Neeru Mudra, Himalaya Publishing House • Computer course –Prof. Satish Jain, Shashi Singh, M. Geetha, BPB Publication • Office 16 in easy steps, Michael Price Mike McGrath, BPB Publications • Office 2016 for beginners- Steven Weikler, Alpha Lifestyle Productions • Microsoft office 2016 Word, Excel, One Note Book - Vol 1-Lalit Mali, Notion Press

Evaluation Pattern:

Sr. No	Theory (40 marks)	Practical (20 Marks)	CIE (40 marks)
1.	8 SAQs of 5 marks each based on all four Units. OR 4 LAQ of 10 marks (8 × 5 OR 10 × 4 = 40 marks)	Practical 1 – 05 Marks Practical 2 - 05 Marks File – 05 Marks Viva- Voce – 05 Marks	CIE 1(carry 5 Marks) CIE 2 (carry 5 Marks) Assignment 1 – 5 Marks Assignment 2 - 5 Marks Class Activity / Presentation / Viva-Voce (carry 20 Marks)
	Total: 40 marks	Total: 20 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFVSC3)
Semester III (VSC 3 –Customer Care Executive)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com.(Banking & Finance)
Course Code	BCOM3BFVSC3
Course Name	Customer Care Executive
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 30</i>) + 40 (Practical Examination– <i>Min passing marks - 20</i>) = 100 marks (Min passing marks – 30 + 20 = 50)
Group under NEP scheme	VSC (Vocational Skill Course)
Pre-requisites for the course	• Basic etiquettes and manners at the time to handle customer • Effective communication skills

Course Outcomes: *The students will be able to:*

CO 1	Explain the structure, functioning, hierarchy, and key concepts of Customer Care, Call Centers, and BPO / KPO / HRO industries, along with basic computer and internet operations needed for the job.
CO 2	Attend and make customer calls professionally , apply phone etiquettes, manage ACHT / AHT, reduce hold time, follow SLA norms, use CRM tools, perform tagging, and demonstrate proficiency in MS Office and email writing.
CO 3	Identify, categorize, record, and resolve QRCs , handle different types of customers (angry, passive, irate), follow escalation matrices, maintain FTR, and apply listening and communication skills to ensure customer satisfaction.
CO 4	Interpret performance reports , review KPIs like login hours, attendance, ACHT, and CSAT, maintain confidentiality, avoid jargons/slangs, build rapport, and follow data security guidelines in customer interactions.
CO 5	Integrate customer care concepts, call-handling skills, QRC resolution techniques, CRM usage, reporting analysis, and professional etiquettes to perform efficiently as a Customer Care Executive and meet organizational KRAs / KPIs.

Syllabus:

Contents

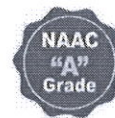
Unit I (11 Hours)	Introduction & Key Concepts – Introduction to Customer Care Executive, Understand Call Centre & Key Concept, Different Types of BPO & BPO, KPO and HRO Industry, Types Call Centre, Types of Customer Support, Work Environment & Hierarchy in a BPO, Job Hierarchy in a Call Centre, Different Departments in a Call Centre, How to become a Call Centre Executive, Few Call Centre Terminologies, Basic of Computer, Basic of Internet.
Unit II (11 Hours)	How to Attend and Make Customer Calls – Role of a Customer Care Executive, Responsibility of a Customer Care

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	Executive Like - Minimum Call, Login Time, Understanding of Inbound & Outbound Process, Skill Required for Inbound & Outbound Process, Understanding of Prepaid & Post-paid Services, How to open a call, Complete process of a call, Phone Etiquettes, Impact of a Good Phone Etiquette, Impact of voice tone, Understanding of ACHT (Average Call Handling Time) and AHT (Average Handling Time), Importance of ACHT - Total time Spent with the customer, How to Reduce ACHT, Call Hold & Call Transfer to Supervisor, Hold Time, Unhold & Hold Refresh, Concept & Value of ACHT/AHT, Login Hours, SLA (Service Level Agreement) in a Call Centre, How to Reduce Hold Time, Understanding of CRM & Other Software, Understanding of Tagging (QRCs Record), Phone Etiquettes, Importance of Typing Speed & Accuracy, Basic of MS Office, Basic of Email Writing. Practical – PC1. Attain minimum call login time/dials/customer contacts and attendance PC2. Balance total number of minutes spent talking to the customer, within specified limits PC3. Restrict total number of minutes customer is put on hold, within given time limits PC4. Attain total number of minutes spent wrapping up calls / notations/tagging within given time limits
Unit III (12 Hours)	Resolving Customer's Query, Request & Complaint – Introduction of QRC, Categorization of QRC, Understanding of Query, Understanding of Request, Understanding of Complaint, Reasons for a Complaint, Customer verification prior to giving account related information, Importance of Customer categorization basis on urgency of QRC, Types of Customers & Handling Techniques, Handling Angry Customers, Handling Demanding Customers, Handling Passive Customer, Handling Irate Customer with Heat Process, Basics of Call handling, Recording QRCs, Escalation Matrices / Call Forward to Supervisor, Call Resolution should be 80% (FTR / NFTR), Basic of MS Word, Basic of Listening Skill. Practical – PC1. Categorize customer's interaction as a query, request or a complaint PC2. Verify customer's details for any account related information PC3. Obtain sufficient information from the customers to login their query, request or complaint PC4. Address customer's query, request or complaint on the basis of categorization PC5. Provide estimate of resolution time to the customer, if an immediate solution cannot be found on-call PC6. Record the customer's interaction as a query, request or a complaint PC7. Refer problem to a supervisor / floor support / manager, if unable to

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	resolve on-call						
Unit IV (11 Hours)	Reports and Performance Review – Instant Customer Feedback & CSAT, Why Feedback is Important, Types of Feedback, Feedback Parameter for CCE and Company, Advantage of Customer Feedback, Importance of Rapport Building - Offering Extra Assistance to the Customer to Create WOW Factor, Avoid use of jargons, slangs and technical words, Greetings in customer preferred language, Understanding of Jargon, Understanding of Slangs, Different Between Jargons of Slangs, Confidentiality of data, Importance of Data Security, Client Confidentiality, Reports & Performance Review, Review of individual call login time, Attendance, AHT, Different Type of Reporting – Daily, Weekly, MTD, Monthly reports. Understanding Key Responsibility Area, KRA & KPI of a CCE, Decision Making Skills. Practical – PC1. Review individual call login time / number of dials / customer contacts / attendance for the review period PC2. Comply with parameters like opening greeting, security checks, closing greeting, hold / transfer / escalation protocol, first time resolution % age and complete & correct tagging / wrap up PC3. Analyse self-reports like update on AHT, login time, CRM report and ensure the same is reviewed with the immediate superior PC4. Probe customers to understand their buying behavior and needs PC5. Navigate through customer's account history to identify the usage pattern PC6. Identify opportunity to pitch relevant products / services PC7. Offer customized solution from the range of products / services available with the organization						
Textbooks/ Reference Books:	• Customer Service Training 101: Quick and Easy Techniques That Get Great Results by Renee Evenson • Customer Experience 3.0: High-Profit Strategies in the Age of Techno Service by John Goodman						
Evaluation Pattern:							
Sr. No.	<table><tr><th>Theory (60 marks)</th><th>Practical (40 marks)</th></tr><tr><td>1. 32 MCQs of 2 marks each based on all four units. (8 MCQs from each unit) (Best 30 will be evaluated) (30 × 2 = 60 Marks)</td><td>Best 6 out of 8 practical will be considered for marking. 5 Marks x 6 = 30 Marks Class Activity / Presentation/ Viva –Voce = 10 Marks</td></tr><tr><td>Total: 60 marks</td><td>Total: 40 marks</td></tr></table>	Theory (60 marks)	Practical (40 marks)	1. 32 MCQs of 2 marks each based on all four units. (8 MCQs from each unit) (Best 30 will be evaluated) (30 × 2 = 60 Marks)	Best 6 out of 8 practical will be considered for marking. 5 Marks x 6 = 30 Marks Class Activity / Presentation/ Viva –Voce = 10 Marks	Total: 60 marks	Total: 40 marks
Theory (60 marks)	Practical (40 marks)						
1. 32 MCQs of 2 marks each based on all four units. (8 MCQs from each unit) (Best 30 will be evaluated) (30 × 2 = 60 Marks)	Best 6 out of 8 practical will be considered for marking. 5 Marks x 6 = 30 Marks Class Activity / Presentation/ Viva –Voce = 10 Marks						
Total: 60 marks	Total: 40 marks						

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Nagpur Shikshan Mandal's

SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFSEC3)
Semester III (SEC 3 –ITR Filing Process)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

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Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFSEC3
Course Name	ITR Filing Process
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	40 (Semester End Examination – Min passing marks – 20) + 40 (Practical Examination – Min passing marks - 20) + 20 (Continuous Internal Examination – Min passing marks - 10) = 100 marks (Min passing marks – 20 + 20 + 10 = 50)
Group under NEP scheme	SEC (Skill Enhancement Course)
Pre-requisites for the course	• Basic computer knowledge. • Familiarity with MS Office (Excel, Word). • Understanding of internet usage and online portals
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Understand the applicability and selection of appropriate ITR forms.
CO 2	Collect and organize the required documentation for ITR filing.
CO 3	File ITR online using the income tax e-filing portal.
CO 4	Complete verification, submission, and tracking of filed returns.
Syllabus: Contents	
Unit I (Theory: 10 Hours, Practical: 12 Hours)	Overview of Income Tax Returns and ITR Forms Theory: • Basics of Income Tax: PAN, TAN, Assessment Year, Previous Year • Who should file an ITR? Benefits and consequences of non-filing • Types of ITR forms: ITR-1 (Sahaj), ITR-2, ITR-3, ITR-4 (Sugam), ITR-5, ITR-6 • Due dates for filing • Documents required: Form 16, bank statements, rent receipts, investment proofs Practical: • Identifying the correct ITR form based on taxpayer profiles • Downloading ITR utilities and understanding the Excel/Java/online

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	interfaces Using pre-filled data on the income tax portal		
Unit II (Theory: 10 Hours, Practical: 13 Hours)	Practical E-Filing Process and Acknowledgment Theory: - Step-by-step ITR e-filing procedure (portal overview: https://www.incometax.gov.in) - Income details: salary, house property, capital gains, business/profession - Deductions under Chapter VI-A (80C to 80U) - TDS and Form 26AS reconciliation - ITR verification methods: Aadhaar OTP, EVC, Digital Signature Practical: - Filing ITR-1 for salaried individual (with/without house property and deductions) - Filing ITR-4 for presumptive income using Section 44AD - Generating and downloading ITR-V - E-verification of return using Aadhaar or Net Banking - Tracking refund status		
Textbooks / Reference Books:	1.Income Tax Department’s E-Filing Portal: https://www.incometax.gov.in 2.ICAI Students’ e-learning materials on Taxation 3.Practical Income Tax Guide by T.N. Manoharan or Girish Ahuja (selected chapters) 4.YouTube Channels / Government Webinars on ITR filing		
Evaluation Pattern:			
S. No	Theory (40 marks)	Practical (40 Marks)	CIE (20 marks)
1.	10 MCQs on each unit 2 Marks × 20 MCQs = 40 Marks	2 Practical on each unit 4 × 10 Marks = 40 Marks	CIE 1(carry 5 marks) CIE 2 (carry 5 marks) Class Activity / Presentation / Viva-Voce (carry 10 marks)



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFAEC3A)

Semester III (AEC 3 - Hindi)

(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFAEC3A
Course Name	Hindi – मशीनी कृत कार्यालयीन हिंदी
No. of Credits	02 (Theory – 1, Activity – 1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	AEC (Ability Enhancement Course)
Pre-requisites for the course	- विद्यार्थी टाइपिंग कला के स्वरूप से परिचित हैं। - विद्यार्थी प्रूफ शोधन की आवश्यकता जानते हैं।

Course Outcomes: *The students will be able to:*

CO 1	टायपिंग के अंतर्गत भाषा और गति को जान पाएंगे।
CO 2	टाइपराइटर के अक्षर विन्यास व स्वर विन्यास का उपयोग कुशलता से करेंगे।
CO 3	प्रूफ शोधन के महत्व एवं उपयोगिता को समझेंगे।

Syllabus:	Contents	15 Hours Per Unit
Unit I	टायपिंग - अर्थ-परिभाषाएं - प्रकार (भाषा और गति के आधार पर) Activity: 1. किन्हीं दो कहानियों को टंकित किया जाएगा।	
Unit II	टायपिंग - अक्षर-विन्यास (तकनीकी प्रशिक्षण) - स्वर-विन्यास (तकनीकी प्रशिक्षण) Activity : 1. टंकित कहानियों पर प्रूफ प्रतियोगिता, व्याख्यान लिए जाएंगे।	
Unit III	प्रूफ शोधन - अर्थ-परिभाषा - प्रक्रिया-सोपान	



	• प्रूफ-शोधन संकेत • प्रूफ-शोधन : महत्व एवं उपयोगिता Activity: 1. प्रूफ के सोपानों को पोस्टर द्वारा प्रस्तुत किया जाएगा । 2. प्रूफ-शोधन संकेतों पर आधारित पोस्टर बनाया जाएगा ।	
Textbooks / Reference Books:	• प्रशासनिक हिन्दी - डॉ. महेश चंद्रगुप्त, लोक भारती प्रकाशन • कार्यालय प्रबंधन – डॉ. सी. बी. गुप्ता, साहित्य भवन पब्लिकेशन • कार्यालयीन हिन्दी और तकनीकी शब्दावली	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit I (8×2) = 16 Marks	Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit II (8×2) = 16 Marks	An assignment / PPT based on curriculum to be assessed by the teacher concerned = 10 Marks
3.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit III (8×2) = 16 Marks	CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks	Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks	Total: 40 marks

OR

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Accounting and Taxation (Course Code: BCOM3BFAEC3B)

Semester III (AEC 3 - Marathi)

(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)

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Course Code	BCOM3BFAEC3B	
Course Name	Marathi –भाषिक कौशल्य विकास – भाग २	
No. of Credits	02 (Theory – 1, Activity – 1)	
Teaching Hours	15 + 30 = 45	
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)	
Group under NEP scheme	AEC (Ability Enhancement Course)	
Pre-requisites for the course	- अस्खलित बोलणे - व्याकरणानुसार, साधी – सोपी आणि सुलभ भाषा वापरण्याची जाण	
Course Outcomes: <i>The students will be able to:</i>		
CO 1	भाषिक अंगाने व्यक्तिमत्त्व विकासाचे पैलू लक्षात घेतील.	
CO 2	वाचिक अभिनय व अभिवाचनाची कौशल्ये जाणून घेतील.	
CO 3	बातमी वाचन, वृत्तनिवेदन, मुलाखत, चर्चा संयोजन ही कौशल्ये समजून घेतील.	
Syllabus: Contents 15 Hours Per Unit		
Unit I	प्रसार माध्यमांसाठीची कौशल्ये आणि व्यक्तिमत्त्व विकास	
Unit II	भाषण, वक्तृत्व, निवेदन आणि अभिवाचन कौशल्ये	
Unit III	दृकश्राव्य माध्यमांसाठीची आवश्यक कौशल्ये : बातमीवाचन, वृत्तनिवेदन, मुलाखत, चर्चासंयोजन	
Textbooks / Reference Books:	अभ्यासग्रंथ - व्यावहारिक मराठी, ल. रा. नसिराबादकर, भाषाविकास संशोधन संस्था, कोल्हापूर, २०२२	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit I (8×2) = 16Marks	Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit II (8×2) = 16Marks	An assignment / PPT based on curriculum to be assessed by the teacher concerned = 10 Marks
3.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit III (8×2) = 16Marks	CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks	Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks	Total: 40 marks



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFOE4)
Semester III (OE 4 – Digital Wellness)
(To be implemented from 2025 – 26)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,



and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM3BFOE4
Course Name	Digital Wellness
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	-

Course Outcomes: *The students will be able to:*

CO 1	Define digital wellness and identify key dimensions of digital health.
CO 2	Evaluate their own digital habits and their effects on well-being.
CO 3	Implement time management and digital detox techniques
CO 4	Demonstrate safe and ethical behavior in digital environments.

Syllabus: **Contents**

Unit I (7 Hours)	Introduction to Digital Wellness • Definition and scope of digital wellness • Attention & Distraction • Evolution of digital lifestyles • Achieving Attention through Yoga • Stimulation Vs. Relaxation • Importance of digital balance in academic, professional, and personal life • WHO and global perspectives on screen time and digital health • Attention Enhancers
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Unit II (8 Hours)	Impacts of Excessive Digital Usage on Brain • Basics of Brain • Concept of Neuroplasticity, Switching Penalty and Neuro-Associative Conditioning • Physical health: eye strain, poor posture, sleep disruption • Mental health: anxiety, depression, digital addiction • Social impacts: isolation, reduced attention span, digital burnout • Digital Mindset • Importance of Brain’s Downtime • Case studies and real-life examples	
Unit III (7 Hours)	Strategies for Digital Well-being • Importance of relaxation • Brain rot • Positive self-talk • Overcoming Cognitive Distortions • Time management tools and screen time trackers • Science of Sleep • Mindful digital practices: single-tasking, scheduled breaks	
Unit IV (8 Hours)	Science of Addiction & Digital Detox • Habits and addiction • Harnessing the power of neuroplasticity • Role of hobbies, exercise, and nature in digital balance • Digital detox: planning and implementation • 7 week Digital wellness plan • Online safety, privacy, and data protection • Cyberbullying, trolling, and emotional safety • Ethical use of digital platforms • Building positive digital identity and responsible sharing	
Textbooks / Reference Books:	1. Digital Wellness by Bramhakumaris 2. Cal Newport – Digital Minimalism 3. Catherine Price – How to Break Up with Your Phone 4. WHO Guidelines on Screen Time 5. Common Sense Media reports on digital usage	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 Marks)	CIE 1(carry 5 Marks) CIE 2 (carry 5 Marks)

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2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks) <u>OR</u>	Assignment 1(carry 5 Marks) Assignment 2(carry 5 Marks) Class Activity / Presentation/ Viva-Voce (carry 20 Marks)
3.	MCQ/ VSAQ/ Match the pair/ fill in the blanks $30 \times 2 = 60$ Marks	
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM3BFCC3)
Semester III (CC - NCC / NSS / Sports / Cultural / LLL)

(02 Credits for 100 Marks)

**As per the guidelines of CC applicable to all UG Program under Rashtrasant Tukadoji
Maharaj Nagpur University, Nagpur**

Shindale *Shinde* *Pring*



SEMESTER IV

Banking and Finance (Semester IV)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
S r. N o	(UG Diploma in Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Mutual Fund Portfolio Performance Evaluation	Maj or	BCOM4BF M5	4	-	4	60	24	-	-	40	16	100	40	4
2	Insurance Laws and Practices	Maj or	BCOM4BF M6	4	-	4	60	24	-	-	40	16	100	40	4
3	Micro Economics	Min or	BCOM4BF MI4	3	-	3	60	24	-	-	40	16	100	40	3
4	Office Assistant	SEC	BCOM4BFS EC4	1	2	3	40	20	40	20	20	10	100	50	2
5	English	AE C	BCOM4BFA EC4	1	2	3	60	24	-	-	40	16	100	40	2
6	E-Commerce and M- Commerce	OE	BCOM4BFO E5	2	-	2	60	24	-	-	40	16	100	40	2
7	Community Engagement Project	CEP	BCOM4BFC EP	-	4	4	-	-	-	-	100	50	100	50	2
8	NCC / NSS / Sports / Cultural / LLL	CC	BCOM4BFC C4	-	4	4	-	-	-	-	100	50	100	50	2
		Tota l		15	12	27	340	140	40	20	420	190	800	350	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE.



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFM5)
Semester IV (Major – Mutual Fund Portfolio Performance Evaluation)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFM5
Course Name	Mutual Fund Portfolio Performance Evaluation
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Basic understanding of risk and return • Time value of money concepts • Financial markets and instrument

Course Outcomes: *The students will be able to:*

CO 1	Understand mutual fund structures, types, and portfolio fundamentals.
CO 2	Assess the risk-return profile of mutual fund schemes.
CO 3	Apply quantitative performance evaluation techniques to real data.
CO 4	Analyze regulatory disclosures and use online tools for mutual fund assessment.
CO 5	Demonstrate analytical thinking through real-time fund evaluation and reporting.

Syllabus: **Contents** **15 Hours Per Unit**

Unit I	Introduction to Mutual Funds & Portfolio Basics • Meaning, evolution, and importance of mutual funds • Structure of mutual funds in India: AMC, Trustees, Sponsors, Custodians • Types of mutual fund schemes: open-ended, close-ended, hybrid, ELSS, ETFs, etc. • Investment objectives and risk-return tradeoff • NAV: meaning, calculation, and significance • Introduction to portfolio construction and diversification
Unit II	Risk and Return in Mutual Funds • Concepts of return: absolute return, CAGR, annualized return

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	• Risks in mutual fund investing: market risk, credit risk, interest rate risk, liquidity risk • Systematic vs. Unsystematic risk • Standard deviation, beta, and correlation • Introduction to portfolio theory and CAPM in mutual funds context
Unit III	Performance Evaluation Techniques • Sharpe Ratio, Treynor Ratio, Jensen's Alpha • Information Ratio, Sortino Ratio • Benchmarking: concept and role of indices (Nifty, Sensex, S&P BSE 200, etc.) • Use of rolling returns and trailing returns • Performance attribution: sector-wise, security-wise • Limitations of performance metrics
Unit IV	Mutual Fund Analysis Tools and Regulatory Framework • Role of SEBI and key regulations governing mutual funds • Key disclosure documents: SID, KIM, Fact Sheet • Fund rating agencies: CRISIL, Morningstar, Value Research • Overview of tools for mutual fund analysis: Value Research Online, AMFI, Money Control • Case studies: Evaluation of top-performing funds (equity, debt, hybrid) • Ethical and transparency concerns in fund reporting
Textbooks / Reference Books:	1. Mutual Funds in India – D. R. Varshney & Nitin Vashisht 2. Investment Analysis and Portfolio Management – Prasanna Chandra 3. Mutual Fund Industry in India – Amitabh Gupta 4. SEBI Guidelines and AMFI Resources – www.sebi.gov.in, www.amfiindia.com 5. CRISIL, Value Research Online, Morningstar India – for real-time fund data and analytics 6. Online tools: Excel, Screener.in, Moneycontrol.com, Groww

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ / Numerical of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFM6)
Semester IV (Major – Insurance Laws and Practices)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFM6
Course Name	Insurance Laws and Practices
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Basic understanding of financial systems • Knowledge of risk management concepts
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Understand Insurance basic principles, types, and functions of insurance.
CO 2	Identify and manage various types of risks associated with insurance.
CO 3	Differentiate between life and general insurance products and understand their features.
CO 4	Familiarize with the legal and regulatory aspects governing the insurance industry in India.
CO 5	Recognize the importance of ethics and transparency in the insurance sector.
Syllabus:	Contents 15 Hours Per Unit
Unit I	Introduction of Insurance • Concept and need of insurance • History and development of insurance in India. • Types of insurance: life, health, general Marine, fire, motor etc • Principles of insurance.
Unit II	Features and types of life insurance policies • Procedure for issuing life insurance policies • Nomination and assignment • Surrender value and paid up policy

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	● Claim settlement procedure ● Annuities	
Unit III	General insurance ● Types: Fire, motor, health, liability, Marine ● Policies structure and documentation ● Underwriting process ● Premium calculation ● Claims procedure and settlement	
Unit IV	Regulatory environment of insurance in India ● Incidence regulatory and development authority of India, IRDAI functions and power ● LIC act 1956 and GIC act 1972 ● Insurance act 1938 key provisions ● Recent reforms in the insurance sector	
Textbooks / Reference Books:	1."General Insurance: Principles and Practice" by K.C. Mishra 2. Life Insurance: Principles and Practice" by K.C. Mishra and C.S. Kumar 3."Insurance Principles and Practice" by M.J. Mathew	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFMI4)
Semester IV (Minor - Micro Economics)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,



and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFMI4
Course Name	Micro Economics
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Understand the basic meaning of Economics • Aware about graphs and slopes

Course Outcomes: *The students will be able to:*

CO 1	Understand the subject matter of Economics and scope of micro economics and its usage.
CO 2	Acquainted with the concept of Utility and its types
CO 3	Knowledge about concept of Demand and Supply and their scope along with elasticity and its types in detail
CO 4	Insights in various factors of production and its return along with its strategy and methods of calculations
CO 5	Apply the fundamental concepts of microeconomics— including utility analysis, demand–supply mechanisms, elasticity, and factors of production— to analyze real-life economic situations, interpret market behavior, and make informed economic decisions through practical examples and activities.

Syllabus: **Contents**

Unit I (11 Hours)	Introduction to Micro Economics and Utility Analysis: Meaning, Definition, Nature, Features, Scope, Importance and Limitations of Micro Economics study. Difference between Micro and Macro Economics. Problems in Micro Economics study. Meaning, Concept, Nature, Feature of Utility, Measurement of Utility, Marginal and Total Utility, Difference between
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	Marginal and Total Utility, Law of Diminishing Marginal Utility, Consumers Equilibrium
Unit II (11 Hours)	Demand and Elasticity of Demand Concept and Features of Demand, Factors affecting Demand, Law of Demand, Exceptions and Assumptions Elasticity of Demand, Types of Elasticity of Demand, Factors affecting elasticity of Demand, Methods of measuring Elasticity of Demand
Unit III (11 Hours)	Supply and Elasticity of Supply Concept and Features of Supply, Factors affecting Supply, Law of Supply, Exceptions and Assumptions; Elasticity of Supply, Types of Elasticity of Supply, Factors affecting elasticity of Supply, Methods of measuring Elasticity of Supply
Unit IV (12 Hours)	Factors of Production Features and Nature of Land, Labour, Capital and Enterprise. Returns on Factors (Rent, Wage, Interest, Profits) Types of Rent, Ricardian Theory of Rent, Modern Theory of Rent, Quasi Rent, Difference between rent and quasi rent. Interest: Definition and features, Types of Interest, Liquidity Preference Theory, Loanable Funds Theory of Interest. Profits and types of Profit (Gross profit, Net profit, Normal and abnormal profits)
Textbooks / Reference Books:	1. Dr. D.D. Chaturvedi [1999] Micro Economics- Theory And Applications-I, Galgotia Publishing Company, New Delhi 2. Dr. Sanjay Basotia [2010] Micro Economics-Principles, Applications And Tools- Dnd Publications, Jaipur 3. Dr. Ravindra Gharpure, Mrs. Samiha Mirza Mohd. Baig [2017] Micro Economic Fundamentals, Thakur Publications

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIES (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFSEC4)
Semester IV (SEC 4 –Office Assistant)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFSEC4
Course Name	Office Assistant
No. of Credits	02 (Theory – 1, Practical –1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	40 (Semester End Examination – Min passing marks – 20) + 40 (Practical Examination – Min passing marks - 20) + 20 (Continuous Internal Examination – Min passing marks - 10) = 100 marks (Min passing marks – 20 + 20 + 10 = 50)
Group under NEP scheme	SEC (Skill Enhancement Course)
Pre-requisites for the course	• Basic computer knowledge • Good communication skills
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Develop proficiency in office administration tasks.
CO 2	Enhance communication and organizational skills.
CO 3	Gain knowledge of office equipment and technology.
CO 4	Understand workplace safety and maintenance protocols.
Syllabus: Contents	
Unit I (22 Hours)	Introduction to the Job Role Office Assistant and Various Office Equipment List the responsibilities of an Office Assistant, Explain the need for an Office Assistant in establishments Discuss organizational structure, hierarchy and reporting relationships, Types of Office Equipment, Working with Printers, Scanners and LCD Projectors, Working with Audio and Video Applications, Material and Energy Conservation Practices; Application of Computers - Parts of a Computer and Storage Devices, Microsoft Windows and the Internet, Microsoft Office, Computer Ergonomics and Safety.
Unit II (23 Hours)	Manage Routine Office Activities & Maintain a Healthy, Safe, and Secure Working Environment Managing Phone Calls, Maintenance Records and Documentation, Organizing Meetings, Maintaining a Healthy and Hygienic Environment, Following Safety

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	Practices at the Workplace, Dealing with Emergency Situations, Using Fire Extinguishers
Note	Activities & Practical based on" Management and Entrepreneurship and Professional Skills Council" facilitator guide for office assistant
Textbooks/Reference Books:	https://nsdcindia.org/sites/default/files/Office%20Assistant_V3.0_ENG_FG_MEP-Q0202_PMKVY.pdf

Evaluation Pattern:

S. No	Theory (40 marks)	Practical (40 Marks)	CIE (20 marks)
1.	10 MCQs on each unit 2 Marks $\times$ 20 MCQs = 40 Marks	2 Practical on each unit 4 $\times$ 10 Marks = 40 Marks	CIE 1(carry 5 marks) CIE 2 (carry 5 marks) Presentation / Viva-Voce (carry 10 marks)

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFAEC4)

Semester IV (AEC 4 - English)

(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFAEC4
Course Name	English (English for Career Development)
No. of Credits	02 (Theory – 1, Activity – 1)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	AEC (Ability Enhancement Course)
Pre-requisites for the course	1. Basic knowledge of MS Office to create PPTs 2. English Speaking Skills 3. Learning by observing skills
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Display presentation skills in business and professional settings.
CO 2	Solve problems using effective language and teamwork.
CO 3	Develop a professional attitude through English.
CO 4	Write and speak with emotional awareness and clarity.
Syllabus:	Contents 15 Hours Per Unit
Unit I	1. Presentation Skills 2. Problem-Solving Skills
Unit II	1. Professional Skills 2. Emotional Intelligence
Unit III	1. Group Discussion 2. Interview Techniques
Textbooks / Reference Books:	1. Professional Speaking Skills – Aruna Koneru 2. Manifesting Impressive Public Speaking & Presentation Skills – Ashish Mehta 3. You Can Win by Shiv Khera 4. Emotional Intelligence: Managing Emotions to Win in Life by S. K. Mangal & Shubhra Mangal 5. Group Discussion and Interview Skills by R. S. Aggarwal

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**Evaluation Pattern:**

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit I (8×2) = 16 Marks	Online and Offline classroom participation of the student during a particular semester = 10 Marks
2.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit II (8×2) = 16 Marks	An assignment / PPT based on curriculum to be assessed by the teacher concerned = 10 Marks
3.	2 SAQs of 8 marks OR 1 LAQ of 16 marks each based on Unit III (8×2) = 16 Marks	CIEs = 10 Marks
4.	12 MCQs of 1 mark OR 6 VSAQs of 2 marks each based on all three units with no internal choice = 12 Marks	Performance Based Activities conducted by the teacher concerned / Viva voce = 10 Marks
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFOE5)
Semester IV (OE 5 – E-Commerce and M-Commerce)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM4BFOE5
Course Name	E-Commerce and M-Commerce
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – Min passing marks - 24) + 40 (Continuous Internal Examination – Min passing marks –16)= 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	• Internet basics and networking • Web technologies (browsers, URLs, IP addressed • General awareness of online transactions and digital platforms.
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain various business models of E-Commerce.
CO 2	Describe E-Commerce Sales Product Life Cycle (ESLC) Mode.
CO 3	Understand various facets of Consumer Oriented E Commerce.
CO 4	Grasp the knowledge about electronic payment models.
CO 4	Explain various business models of E-Commerce.
Syllabus: Contents	
Unit I (7 Hours)	Overview of developments in Information Technology and Defining E-Commerce: The scope of E - commerce, Electronic Market, Electronic Data Interchange, Internet Commerce
Unit II (8 Hours)	Introduction to e-commerce and m-commerce, E Commerce architecture and its types; E - Commerce Business Models; M- Commerce Services, Benefits and limitations of E-Commerce.
Unit III (7 Hours)	Consumer Oriented E Commerce: E-Retailing: Traditional retailing and e retailing, Benefits of e retailing, Key success factors, Models of e retailing, and Features of e retailing. E- services: Categories of e-services, Web-enabled services, and matchmaking services, Information-selling on the web, e -

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	entertainment, Auctions and other specialized services. Business to Business Electronic Commerce	
Unit IV (8 Hours)	Electronic Payment Models – Credit card, Debit Card, Smart Card, Internet Banking, Immediate Payment Services (IMPS), Mobile Wallet, Aadhar Enabled Payment Services, Mobile Banking, Cryptocurrency, e-RUPI Etc.	
Textbooks / Reference Books:	1. Elias. M. Awad, "Electronic Commerce", Prentice-Hall of India Pvt Ltd. 2. Ravi Kalakota, Andrew B. Whinston, "Electronic Commerce-A Manager's guide", Addison Wesle	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 Marks)	CIE 1(carry 5 Marks) CIE 2 (carry 5 Marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units.(3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 Marks) Assignment 2(carry 5 Marks) Class Activity / Presentation/ Viva-Voce (carry 20 Marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFCEP)
Semester IV (Community Engagement Project)

(02 Credits for 100 Marks)

**[A-2] EVALUATION REPORT OF FIELD PROJECT/COMMUNITY
ENGAGEMENT PROJECT**

Bachelor of Commerce (B.Com) (Major Subject) Examination, _____

Name of Student: _____

FP/CEP Title: _____

Roll No. _____ Semester _____ Max. Marks: 100

CRITERION	Parameters	Score
Continuous internal Evaluation (CIE)	Regularity, punctuality, sincerity, and overall feedback from the supervisor and community (<i>To be evaluated by the internal teacher</i>)	out of 50
Description UN SDG Related to FP/CEP*	Detailed description of United Nations Sustainability Development Goals (SDGs) related to FP/CEP undertaken by the student. The degree and extent of such related SDGs should be clearly mentioned	out of 10
Description of Respondent Profile/Community Profile & Listing of goals/objectives/ Outcomes of FP/CEP*	A detailed description (Including Statistical Data) of the respondents / community where the FP/CEP is being undertaken. Clear Mention of issues/problems under study to be included. Comprehensive Listing of goals/objectives/Outcomes of FP/CEP	out of 10
Application of theoretical Knowledge*.	Details of the work done or project implemented during FP/CEP is documented in detail. The theoretical basis is used to identify the various issues related to the problem under consideration	out of 10
Conclusions and Recommendations *	Specific Conclusions based on empirical evidences. Recommendations based on practical feasibility	out of 10

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Feedback from concerned organization/Community Head*	An authentic Company Certificate of completion /appreciation clearly classifying the performance of the student as Excellent / Above Average or Good/ Average or Satisfactory /below average .	out of 10
* Based on the Report submitted by the student, evaluated by the external examiner	Total Marks Scored out of 100	
Name and Signature of Internal Examiner	Name and Signature of External Examiner	

As per the guidelines of CEP applicable to all UG Program under Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM4BFCC4)
Semester IV (CC - NCC / NSS / Sports / Cultural / LLL)

(02 Credits for 100 Marks)

As per the guidelines of CC applicable to all UG Program under Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

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SEMESTER V

Banking and Finance (Semester V)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
S r. N o	(Bachelor of Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Securities Market Foundation	Major	BCOM5BFM 7	4	-	4	60	24	-	-	40	16	100	40	4
2	Security Analysis & Portfolio Management	Major	BCOM5BFM 8	4	-	4	60	24	-	-	40	16	100	40	4
3	Marketing of Financial Services	Major	BCOM5BFM E1A	4	-	4	60	24	-	-	40	16	100	40	4
	Investment Advisor	Elective	BCOM5BFM E1B												
4	Macro Economics	Minor	BCOM5BFM I5A	3	-	3	60	24	-	-	40	16	100	40	3
	Business Procedure and Practices		BCOM5BFM I5B												
	Introduction to Taxation		BCOM5BFM I5C												
	Information Security and Cyber Laws		BCOM5BFM I5D												
5	Introduction to International Trade	OE	BCOM5BFO E6	2	-	2	60	24	-	-	40	16	100	40	2
6	Sales Executives	VSC	BCOM5BFV SC4	1	2	3	60	30	40	20	-	-	100	50	2
7	Field Project	FP	BCOM5BFF P1	-	4	4	-	-	-	-	100	50	100	50	2
		Total		18	6	24	360	150	40	20	300	130	700	300	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE, CC.



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFM7)
Semester V (Major – Securities Market Foundation)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

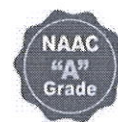
PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFM7
Course Name	Securities Market Foundation
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Basic Knowledge of Commerce and Finance • Understanding of Financial Statements • Elementary Knowledge of Economics • Basic Mathematical and Analytical Skills • Awareness of Banking and Financial System

Course Outcomes: *The students will be able to:*

CO 1	Understand the structure, participants, role, and technological advancements in securities markets, and explain their importance in the financial system.
CO 2	Analyze different types of securities, asset allocation strategies, and evaluate equity, debt, hybrid instruments, commodities, and derivatives for investment decisions.
CO 3	Explain the functioning of primary markets, types of issues, regulatory framework, and the process of public and private issuance of securities.
CO 4	Describe the structure and functioning of secondary markets, including trading, settlement, risk management, and investor protection mechanisms.
CO 5	Integrate knowledge of securities markets, instruments, and investment processes to make informed financial and investment decisions in real-world scenarios.

Syllabus:	Contents	15 Hours Per Unit
Unit I	UNDERSTANDING SECURITIES MARKETS • Securities Markets • Securities • Securities Markets: Structure and Participants. • Role of Securities Markets. • Technological advancements in the securities market. • Securities available in the securities market. • Choice between Equity and Debt Financing for Issuers • Characteristics and role of equity capital • Characteristics and role of Debt securities.	
Unit II	SECURITIES: TYPES, FEATURES AND CONCEPTS OF ASSET ALLOCATION AND INVESTING • Choosing between Debt and Equity Investment Avenues • Hybrid Instruments	

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	• Characteristics and role of Commodities as an asset class • Derivatives • Asset Allocation and Diversification • Understanding the factors underlying the investment process • Various aspects of investing in Equity: Price and Value • Equity Investing Process • Various aspects of investing in Debt securities • Debt Investing Process
Unit III	PRIMARY MARKETS • Primary Market: Definition and Functions. • Primary Vs Secondary Markets • Intermediaries in Primary Market • Types of Issues. • Types of Issuers • Types of Investors. • Regulatory Framework for Primary Markets • Types of Public Issue of Equity Shares • Pricing a Public Issue of Shares... • Public Issue Process of Equities • Prospectus • Applying to a Public Issue • Listing of Shares • Rights Issue of Shares • Regulatory requirements for a Public Issue of Debt Securities • Public issue process for debt securities • Private Placements in Equity and Debt
Unit IV	SECONDARY MARKETS • Role and Function of the Secondary Market. • Types of secondary markets for different securities. • Market Structure and Participants • Brokers and Client Acquisition. • Trade Execution. • Clearing and Settlement of Trades. • Trading and settlement process from investor's point of view • Market Information and Regulation. • Risk Management Systems • Rights, Obligations and Grievance Redressal • Secondary market trading and reporting for debt securities
Textbooks / Reference Books:	1. NISM Series XII website : certifications.nism.ac.in 2. Investment Analysis and Portfolio Management – Prasanna Chandra 3. Security Analysis and Portfolio Management, 12th Edition Mrs. Meena Pandey for Himalaya Publishing House Pvt. Ltd., Mumbai - 400 004 4. SEBI Guidelines and AMFI Resources – www.sebi.gov.in,

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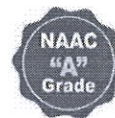
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	www.amfindia.com	
	5. CRISIL, Value Research Online, Morningstar India – for real-time fund data and analytics	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFM8)
Semester V (Major- Security Analysis & Portfolio Management)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial



services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFM8
Course Name	Security Analysis & Portfolio Management
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Basic Knowledge of Commerce and Finance • Fundamentals of Accounting • Basic Mathematics and Statistics • Understanding of Economics • Analytical and Logical Skills

Course Outcomes: *The students will be able to:*

CO 1	Develop the basic knowledge on investment and various avenues.
CO 2	Decide to trade based on fundamental and technical analysis.
CO 3	Compute on the portfolio risk and return.
CO 4	Construct optimal portfolio and empirical applications of asset pricing models.
CO 5	Develops students to understand and apply ethical standards in the investment profession.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Landscape of Investment , covers Investment, Speculation and Gambling, Objectives of Investment, Types of Investors, Investment Avenues and their Characteristics, Aim of Security Analysis, Approaches to Security Analysis, Portfolio analysis, Portfolio Construction, Evaluation and Revision. Risk and Return , elaborates Risk in Investment, Components of Risk, Systematic Risk, Unsystematic Risk, Measurement of Risk, Expected Return from an Equity Share, Covariance, Correlation Coefficient, Measurement of Systematic Risk, etc.	
Unit II	Fundamental Analysis explains Intrinsic Value & Market Value, Economy Analysis, Industry Analysis, Company Analysis, Intrinsic Value of Equity Shares, Bonus Shares, Right Shares, Stock Split and Reverse Split. Technical Analysis , elaborates Logic Behind Technical Analysis, DOW Theory, Support Level and Resistance Level, Market Indicators, Elliott Wave Theory, Volume Indication, Relative Strength Analysis, etc.	
Unit III	Portfolio Analysis and Construction , explores Portfolio Analysis, Component of Portfolio Management, Modern Portfolio Theory, Risk Reduction due to Diversification, Efficient Frontier, Optimal Portfolio, etc.	
Unit IV	Portfolio Evaluation and Revision , provides Ratios for Portfolio Evaluation, Jensen's Measure, Fama's Decomposition of Total Return from a Portfolio,	

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	Strategies for Portfolio Revision, etc.	
Textbooks / Reference Books:	1. Security Analysis and Portfolio Management, 12th Edition Mrs. Meena Pandey for Himalaya Publishing House Pvt. Ltd., Mumbai - 400 004 2. Security Analysis and Portfolio Management, 1st Edition Abhishek sood, Sheth Publication Pvt. Ltd. Mumbai. 3. Investment Analysis and Portfolio Management, 6th Edition,Prasanna Chandra, McGraw Hill Education (India) Private Limited, Chennai 600116 4. NISM website : certifications.nism.ac.in	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFME1A)
Semester V (Major Elective – Marketing of Financial Services)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial



services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFME1A
Course Name	Marketing of Financial Services
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major Elective
Pre-requisites for the course	• Principles of Marketing • Basics of Financial Services • Banking and Insurance Operations • Business Environment and Consumer Behaviour

Course Outcomes: *The students will be able to:*

CO 1	Understand the concepts, environment, consumer behaviour, and product decisions involved in the marketing of financial services.
CO 2	Explain pricing, distribution, and promotion strategies used in the effective marketing of financial services.
CO 3	Analyze the role of people, process, and physical evidence in delivering quality financial services and enhancing customer experience.
CO 4	Evaluate relationship marketing, CRM practices, regulatory aspects, and emerging trends in financial services marketing.
CO 5	Apply the principles and strategies of financial services marketing to solve real-world marketing problems and improve customer value in the financial services sector.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Introduction to Financial Services Marketing • Overview of the Indian Financial System • Marketing of Financial Services – A Conceptual Framework • Environmental Scanning for Financial Services • Strategic Planning Process and Marketing Mix • Marketing Research for Financial Services Consumer Behavior for Financial Services • Factors Influencing Consumer Behaviour • Consumer Decision Making Process • Market Segmentation and Targeting in Financial Services • Differentiation and Positioning in Financial Services • Risk Perception, Trust, and Credibility in Financial Services Marketing Mix: Financial Services Product • Conceptualization of Financial Service Concept • Financial Product Life Cycle • New Financial Service Development	

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 J. B. Jeyaraj

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	• Branding of Financial Service • Personalization and Customization in Financial Services
Unit II	Marketing Mix: Pricing Decisions for Financial Services • Pricing of Financial Services – An Introduction • Pricing Process and its Considerations • Price Determination of Financial Services • Challenges in Pricing of Financial Services • Pricing Strategies for Financial Services Marketing Mix: Place/ Distribution Decisions for Financial Services • Distribution Channel of Financial Services • Types of Distribution Channel • Key Considerations for Selection of Distribution Channel • Distribution Strategy for Financial Services • Role of Customer in Financial Services Distribution System Marketing Mix: Promotion Decisions for Financial Services • Promotion of Financial Services – An Introduction • Advertising for Financial Services • Sales Promotion of Financial Services • Personal Selling of Financial Services • Public Relations in Financial Services
Unit III	Marketing Mix: People Decisions for Financial Services • People of Financial Services – An Introduction • Developing Customer-Centric Employees for Financial Services • Inclusive Service Delivery & BoP Marketing • Internal Marketing in Financial Services • Strategies related to People of Financial Services Marketing Mix: Process Decisions for Financial Services • Process of Financial Services: An Introduction • Service Process Planning & Blue Print in Financial Services • Standardization vs Customization in the Process of Financial Services • Technology-Enabled Processes in Financial Services • Managing Turnaround Time in Financial Services Marketing Mix: Physical Evidence of Financial Service • Physical Evidence in Financial Services: An Introduction • Physical Evidence Strategy in Financial Services • Influence of Physical Evidence on Brand Image & Brand Equity in Financial Services • Customer Satisfaction and Physical Evidence in Financial Services • Designing Better Service Environment in Financial Services
Unit IV	Relationship Marketing & CRM for Financial Services • Customer Relationship Management in Financial Services • CRM Tools & Techniques in Financial Services • Personalization Strategies in CRM for Financial Services • Customer Satisfaction & CRM in Financial Services • Measuring Customer Lifetime Value (CLV) Regulatory, Ethical & Segment-Specific Marketing • Regulations in Financial Services

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	- Advertising Regulations and Mis-Selling Prevention in Financial Services - Ethical Marketing in Financial Services - Corporate Social Responsibility in Financial Services - Marketing to Key Segments: Retail, HNIs & Gen Z Measuring Marketing Effectiveness & Future Trends - KPIs in the Marketing of Financial Services - Marketing Analytics and Marketing Dashboards in Financial Services - Data Driven Marketing Strategies for Financial Services - Future Trends: AI, Open Banking, API Economy and Block Chain - The Evolving Landscape of Financial Services Marketing: Lessons and Future Directions
Textbooks / Reference Books:	https://onlinecourses.swayam2.ac.in/e-learning/preview/ini26_cm01 - Marketing of Financial Services, E. Gordon & K. Natarajan, Himalaya Publication. - Marketing of Financial Services, V. A. Avadhani, Himalaya Publishing House.

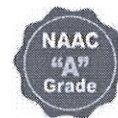
Evaluation Pattern:

Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFME1B)
Semester V (Major Elective – Investment Advisor)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

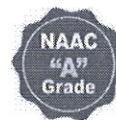
Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFME1B
Course Name	Investment Advisor
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major Elective
Pre-requisites for the course	• Basics of investment and savings • Financial products and market instruments • Risk and return analysis • Basic financial planning concepts

Course Outcomes: *The students will be able to:*

CO 1	Explain various types of investment avenues, compare their features, risk-return characteristics, and identify suitable channels for making investments.
CO 2	Analyze equity as an investment option, evaluate stock market opportunities using fundamental, technical, and qualitative analysis, and understand diversification strategies for equity risk management.
CO 3	Examine the structure and functioning of the debt market, assess risks in fixed income securities, and apply concepts such as bond pricing, yield measures, yield curve, and duration in investment decisions.
CO 4	Describe the money market, government debt market, corporate debt market, and small-savings instruments, and understand their role in investment planning and portfolio diversification.
CO 5	Evaluate and select appropriate investment avenues by applying concepts of equity, fixed income securities, market analysis, and regulatory guidelines for informed financial decision-making.

Syllabus:	Contents	15 Hours Per Unit
Unit I	INTRODUCTION TO INVESTMENT • Types of investment • Equity • Fixed Income • Commodities • Real Estate • Structured products • Distressed securities • Other investment opportunities • Know the channels for making investments	
Unit II	INVESTING IN STOCKS • Understand Equity as an investment • Diversification of risk through equity instruments - Cross sectional	

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	versus time series • Risks of equity investments • Overview of Equity Market • Equity research and stock selection • Combining relative valuation and discounted cash flow models • Technical Analysis • Qualitative evaluation of stocks
Unit III	INVESTING IN FIXED INCOME SECURITIES • Debt market and its need in financing structure of Corporates and Government • Bond market ecosystem • Various kinds of risks associated with fixed income securities • Pricing of bond • Traditional Yield Measures • Concepts of Yield Curve • Concept of Duration
Unit IV	INVESTING IN FIXED INCOME SECURITIES • Introduction to Money Market • Introduction to Government Debt Market • Introduction to Corporate Debt Market • Small Savings instruments SEBI Investment Advisers Regulations, 2013
Textbooks / Reference Books:	1. https://www.nism.ac.in/investment-adviser-level-1/ 2. NISM website : certifications.nism.ac.in 3. CRISIL, Value Research Online, Morningstar India – for real-time fund data and analytics 4. Online tools: Excel, Screener.in, Moneycontrol.com, Groww

Evaluation Pattern:

Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs / 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFMI5A)
Semester V (Minor –Macro Economics)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

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Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFMI5A
Course Name	Macro Economics
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic understanding of Economics (especially Microeconomics) • Familiarity with economic terms like demand, supply, and markets
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Understand and explain key macroeconomic concepts and theories.
CO 2	Analyze national income and its measurement techniques
CO 3	Evaluate the causes and effects of inflation and suggest control measures.
CO 4	Understand the role of monetary and fiscal policies in economic stability.
CO 5	Apply macroeconomic concepts to real-world economic problems, especially in the Indian context.
Syllabus: Contents	
Unit I (12 Hours)	Introduction to Macroeconomics • What is Macroeconomics? • Macroeconomics is both a Theoretical and a Policy Science • Microeconomics vs. Macroeconomic • Origin and Growth of Macroeconomics • Importance of Macroeconomics • Limitations of Macroeconomics • Circular Flows in a Two-Sector Model • Circular Flows in Three-Sector Model: A Model with Government • Income and Expenditure
Unit II (12 Hours)	Measurement of National Income • Introduction • Some Concepts Related to National Income • National Income Measures • Nominal and Real GNP • Methods of Measuring National • Income Treatment of Net Income from Abroad • Double Entry System of Accounting • Measurement of National Income in India

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Unit III (11 Hours)	Inflation: Meaning, Measure and Effects • Introduction • What is Inflation? • Methods of Measuring Inflation • Types of Inflation • Inflation, Disinflation and Deflation • Inflation in India: A Long-Term View • Economic Effects of Inflation • Interaction between Demand-Pull and Cost-Push Inflation • Measures to Control Inflation	
Unit IV (11 Hours)	Macroeconomic Policies: Monetary and Fiscal Policies • Introduction Macroeconomic Policy: Meaning and Scope • Objectives of Macroeconomic Policy • Meaning and Scope of Monetary Policy • Instruments of Monetary Policy • Monetary Policy of India, • Meaning and Scope of Fiscal Policy • Fiscal Instruments and Target Variables • Kinds of Fiscal Policy • Limitations of Fiscal Policy • Fiscal Policy of India	
Textbooks / Reference Books:	1. Dwivedi, D. N. (Latest Edition). Macroeconomics: Theory and Policy (3rd ed.). New Delhi: McGraw Hill Education. 2. Ahuja, H. L. (Latest Edition). Macroeconomics: Theory and Policy. New Delhi: S. Chand Publishing.	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFMI5B)
Semester V (Minor – Business Procedure and Practices)
(To be implemented from 2024 – 25)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

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Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFMI5B
Course Name	Business Procedure and Practices
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (End Semester Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	-

Course Outcomes: *The students will be able to:*

CO 1	Understand and execute essential business procedures in a professional environment.
CO 2	Prepare and manage standard business documents and correspondence.
CO 3	Demonstrate knowledge of business communication, meetings, and workflow management.
CO 4	Apply business etiquette, ethics, and legal standards in practice.
CO 5	Utilize modern business tools and software for efficient operations.

Syllabus:

Contents

Unit I (11 Hours)	Introduction to Business Procedures Nature and scope of business procedures, Role of administrative systems, Business organization types and their internal workflows, Roles and responsibilities in business environments
Unit II (11 Hours)	Business Communication and Documentation Professional written communication (emails, memos, letters), Report writing and executive summaries Record keeping and filing systems (manual and electronic), Document lifecycle and version control, Maintenance Records and Documentation, Manage Routine Office Activities, Managing Phone Calls, Organizing Meetings
Unit III (11 Hours)	Office Operations and Business Tools Scheduling and calendar management, managing meetings: agendas, minutes, follow-ups, Office software: word processing, spreadsheets, presentations, Digital collaboration tools (e.g., MS Office, Google Workspace, Slack), Types of Office Equipment, Working with Printers,

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	Scanners and LCD Projectors, Working with Audio and Video Applications, Material and Energy Conservation Practices	
Unit IV (12 Hours)	Ethics, Etiquette, and Legal Aspects Business etiquette and interpersonal skills, Confidentiality and workplace ethics, Basic understanding of business laws (contracts, data privacy), Health, safety, and compliance in office settings	
Textbooks / Reference Books:	● Business Communication: Process and Product by Mary Ellen Guffey & Dana Loewy ● Administrative Office Management by Pattie Gibson ● Microsoft Office or Google Workspace manuals and tutorials ● Sample business procedure manuals from organizations (public domain)	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1(carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva- Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFMI5C)
Semester V (Minor – Introduction to Taxation)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFMI5C
Course Name	Introduction to Taxation
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (End Semester Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic knowledge of income and simple tax terms. • Understanding of different types of Income. • Simple knowledge of different sources of income(salary,House)

Course Outcomes: *The students will be able to:*

CO 1	Understand the basic concepts of Income Tax, including previous year, assessment year, and tax rules.
CO 2	Compute income under different heads like salary, house property, business, capital gains, and other sources.
CO 3	Understand the clubbing of income and how income of other persons is included in total income.
CO 4	Learn set-off and carry forward of losses and how to adjust losses with income.
CO 5	Calculate total taxable income after deductions from gross total income.

Syllabus:	Contents
Unit I (11 Hours)	Basic Concepts— Income Tax Law: - An Introduction, important definition in the income tax 1961. Concepts of Previous Year and assessment year, basic of charge and rates of tax (Theory).
Unit II (11 Hours)	Step by step procedure for computation of total income and tax payable: - Step by step procedure for computation of total income and tax payable, meaning of agriculture income and partial integration of agriculture income with non-agricultural income for computation of tax payable. (Theory and Numerical).
Unit III	Residential status and scope of total income: - Determination of residential status of different persons and scope of income to

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(11 Hours)	be included in their total income based on the residential status. (Theory and Numerical)	
Unit IV (12 Hours)	Heads of income and provisions governing computation of income under different heads. Salaries and income from house property. Student will be able to file ITR online. (Theory and Numerical)	
Textbooks / Reference Books:	1. Direct taxes law and practice (Dr. Vinod k. Singhania, Dr. Kapil Singhania) Taxmann publication Pvt. Ltd. 2. Income tax law and practice (V. P. Gaur, D. B. Narang, Pooja Gaur, Rajeev Puri) Kalyani publishers. 3. Income tax law and practice (K. C. Jain, V. P. Gaur, D. B. Narang)	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQs / Numerical of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFMI5D)
Semester V (Minor – Information Security and Cyber Laws)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B. Com. (Banking and Finance)
Course Code	BCOM5BFMI5D
Course Name	Information Security and Cyber Laws
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (End Semester Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic Computer Knowledge • Understanding of data privacy and internet safety practices • Basic Knowledge of E-Commerce/Digital Transactions

Course Outcomes: *The students will be able to:*

CO 1	Understand fundamental concepts of information security, types of threats, and basic security principles.
CO 2	Explain data protection methods, cryptographic techniques, and network security mechanisms.
CO 3	Analyze cyber laws in India, including provisions of the IT Act, and identify various cybercrimes
CO 4	Apply cyber ethics, security practices, and evaluate emerging trends in cyber security.
CO 5	Integrate knowledge of information security and cyber laws to address real-world digital security challenges in business environments.

Syllabus:

Contents

Unit I (11 Hours)	Introduction to Information Security: Meaning, Definition, and Importance of Information Security Goals of Information Security: Confidentiality, Integrity, Availability (CIA)
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	Triad) Types of Cyber Threats: Malware, Phishing, Ransomware, Spyware Security Attacks: Passive vs Active Attacks; Basic Security Mechanisms and Controls Activity: AI-based Cyber Threat Identification
Unit II (11 Hours)	Data Security and Network Security: Data Protection Techniques: Encryption, Hashing, Digital Signatures Basics of Cryptography: Symmetric and Asymmetric Encryption Network Security Concepts: Firewalls, VPNs, Intrusion Detection Systems Secure Communication Protocols (SSL/TLS, HTTPS); Security Challenges in E-Commerce and Digital Transactions Activity: AI-assisted Encryption Understanding
Unit III (11 Hours)	Cyber Laws and Legal Framework in India: Introduction to Cyber Laws and Need for Cyber Legislation; Overview of Information Technology Act, 2000 (with amendments) Cyber Crimes: Types, Causes, and Impacts Legal Issues in Cyber Space: Privacy, Data Protection, Intellectual Property; Role of Cyber Cells and Law Enforcement Agencies Activity: AI-based Case Study Analysis
Unit IV (12 Hours)	Cyber Ethics, Cyber Security Practices and Emerging Trends: Cyber Ethics and Professional Responsibility; Safe Internet Practices and Digital Hygiene; Cyber Security Policies in Organizations Emerging Trends: Cloud Security, IoT Security, Artificial Intelligence in Cyber Security; Case Studies on Cyber Attacks and Preventive Measures Activity: AI-driven Cyber Ethics Debate



Textbooks / Reference Books:	Text Books: 1. Introduction to Database Management System (Second Edition) by Satinder Bal Gupta and Aditya-Mittal, Laxmi Publications Pvt. Ltd. 2. SQL, PL/SQL by Ivan Bayross, BPB Publications.	
	Reference Books: 1. Database System Concepts, 7th Edition by Abraham Silberschatz, Henry F. Korth, S. Sudarshan, McGraw Hill Education. 2. Database Management Systems (Third Edition) by Johannes Gehrke and Raghu Ramakrishnan, McGraw Hill Education. 3. Fundamentals of Database Systems (Sixth Edition) by R Elmasri and S Navathe, Pearson Publication. 4. An Introduction to Database Systems by Bipin C. Desai, Galgotia Publication. 5. Teach Yourself SQL in 10 Minutes (Fourth Edition) by Forta Ben, Sams Publication.	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQs of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

Activities Description:

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Unit I Activity	Activity: AI-based Cyber Threat Identification Students will use AI tools (like ChatGPT or Google Gemini) to: • Input examples of emails/messages • Identify whether they are phishing, spam, or safe • Students will classify threats and justify answers Outcome: Enhances understanding of cyber threats and builds analytical skills.
Unit II Activity	Activity: AI-assisted Encryption Understanding Students will: • Ask AI tools to explain encryption methods (AES, RSA) in simple terms • Generate real-life examples (e.g., WhatsApp encryption) • Create a short report comparing symmetric vs asymmetric encryption Optional Extension: Use AI to generate simple encryption/decryption examples Outcome: Helps students grasp technical concepts without deep coding.
Unit III Activity	Activity: AI-based Case Study Analysis Students will: • Use AI to find or generate case studies related to cyber crimes • Identify relevant sections of IT Act 2000 • Present analysis (problem, law applied, punishment) Example Prompt: “Give a real-life cyber-crime case in India and explain applicable IT Act sections.” Outcome: Improves legal awareness and application-based learning.
Unit IV Activity	Activity: AI-driven Cyber Ethics Debate Students will: • Use AI to generate arguments on topics like: • “Is AI a threat to privacy?” • “Should ethical hacking be legalized?” • Conduct classroom debate using AI-generated points Outcome: Develops ethical reasoning and critical thinking.

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFOE6)
Semester V (OE – Introduction to International Trade)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFOE6
Course Name	Introduction to International Trade
No. of Credits	02
Teaching Hours	30
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	OE (Open Elective)
Pre-requisites for the course	-

Course Outcomes: *The students will be able to:*

CO 1	Develop a comprehensive understanding of international trade theories, practices, and institutions governing global business.
CO 2	Analyze the role of WTO, regional trade agreements, and international financial institutions in facilitating and regulating international business.
CO 3	Evaluate various modes of entry into international markets and assess the impact of economic integration on trade flows.
CO 4	Apply the knowledge of international financial systems, EPZs/SEZs, and foreign investments to understand India's position in global trade.
CO 5	Develop analytical skills to interpret contemporary issues in international business and recommend strategic decisions for firms operating globally.

Syllabus: **Contents**

Unit I (8 Hours)	Introduction to International Trade: Introduction and concepts of the international trade, Domestic and international business comparison, advantages and disadvantages of domestic trade and international trade respectively, Reasons for entering into international trade, modes of entry, Concept of MNC, TNC
Unit II (8 Hours)	WTO - structure, functions and roles in the current international business scenario, an overview of WTO agreements, concept of Trade Creation, Trade Diversion, Concept and Various levels of International Economic Integration, PTA, FTA, Custom Union, Common Market, Economic Union, Political Union
Unit III (7 Hours)	Major Regional Trade Agreements: An Introduction Major Regional Trade Agreements, features of European Union, SAARC, NAFTA, ASEAN, SAFTA, limitations of Regional Economic Integration, BRICS
Unit IV (7 Hours)	International Financial Institutions (IFIs) International financial institutions - structure, roles, functions of World Bank/IMF, ADB. Financial support available in India - EPZs, SEZs, Future trends in International business, concepts of FOI and Portfolio Investments.
Textbooks	1. International Trade and Export Management – Francis Cherunilam,

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/ Reference Books:		Himalaya Publishing House 2. International Trade -Sir Sahitya Kendra -Dr. Monika Jain, Dr. Nitu Kumar
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFVSC4)
Semester V (VSC4– Sales Executive)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

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Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM5BFVSC4
Course Name	Sales Executive
No. of Credits	02 (1 Theory, 1 Practical)
Teaching Hours	15 + 30 = 45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 30</i>) + 40 (Practical Examination – <i>Min passing Marks - 20</i>) = 100 Marks (Min passing Marks – 30 + 20 = 50)
Group under NEP scheme	VSC (Vocational Skill Course)
Pre-requisites for the course	1. Basic understanding of business concepts 2. Familiarity with psychology, or marketing

Course Outcomes: *The students will be able to:*

CO 1	Describe the roles, responsibilities, and professional conduct of a Sales Executive while identifying different types of customers and their rational or emotional buying motives
CO 2	Execute the steps of the personal selling process, utilizing the AIDA model and effective communication techniques to deliver sales presentations and handle customer objections.
CO 3	Plan sales territories and daily call schedules while analyzing sales reports, quotas, and Key Performance Indicators (KPIs) to monitor sales achievement.
CO 4	Demonstrate the use of digital tools like CRM software and social selling platforms to manage customer relationships and evaluate promotional techniques for brand loyalty

Syllabus:	Contents	5 Hours per unit
Unit I	Fundamentals of Sales Leadership & Customer Insights The Sales Executive: Definition and role; differences between a salesperson and a sales executive; roles in marketing vs. financial services; career growth paths. Professionalism: Essential skills (persuasion, negotiation, time management); professional conduct and code of ethics. Customer Behavior: Types of customers (Individual, Institutional, Trade); rational and emotional buying motives; factors affecting decisions (social, cultural, psychological). Prospecting: Importance of lead generation; sources of prospects including social media and cold calling; planning the pre-approach	
Unit II	The Sales Process & Communication Mastery The Personal Selling Process: Step-by-step execution from prospecting to follow-up. The AIDA Model: Application of Attention, Interest, Desire, and Action in sales. Sales Presentation: Techniques, tools, and handling various types of customer objections. Closing & Retention: Techniques (Trial, Assumptive, Summary closes);	

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	importance of after-sales service for long-term relationship building. Practical Application: Role-play scenarios and field practice for presentations	
Unit III	Sales Management, Analytics & Digital Tools Operations: Designing sales territories; route planning and daily call schedules. Performance Metrics: Types of sales quotas (Volume, Revenue, Activity); Daily Sales Reports (DSR); Key Performance Indicators (KPIs). Digital Transformation: Use of CRM software, WhatsApp Business, and AI based tools in sales; virtual sales meetings and digital payments. Support & Ethics: Role of advertising and promotion (discounts, samples, loyalty programs); avoiding deceptive practices and respecting consumer rights	
Practical 30 Hours	Role-Play: Field practice scenarios for sales presentations and objection handling. AIDA Model Application: Practical demonstration of the Attention, Interest, Desire, Action steps. Digital Tools: Practical use of CRM software, WhatsApp Business, or Social Selling platforms.	
Textbooks / Reference Books:	1. Kirkpatrick, C. A. (n.d.). Salesmanship: Helping prospects buy. South Western Publishing Company. 2. Pradhan, N. S. (n.d.). Elements of salesmanship and publicity. Kitab Mahal. 3. Sontakki, C. N. (n.d.). Advertising and sales management. Kalyani Publication 4. Beller. (n.d.). Reading in personal selling and sales management. Himalaya Publishing House. 5. Panda, T. K. (n.d.). Sales and distribution management. Sunil Sahadev. 6. Acharya, B. K. (n.d.). Marketing and sales management. Himalaya Publishing House. 7. Wright, G. B. (n.d.). New techniques for effective sales management. Vikas Publication. 8. Allen, P. (n.d.). Sales and sales management. Macdonald Evans Ltd. 9. Rajkumar, S. (n.d.). Sales and advertisement management. S. Chand. 10. Mishra, M. N. (n.d.). Sales promotion and advertising management. Himalaya Publishing House. 11. Reid, A. L. (n.d.). Modern applied salesmanship. Vikas Publications.s	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	Practical (40 marks)
1.	30 MCQs of 2 marks each based on all four units. (10 MCQs from each unit) (30 × 2 = 60 Marks)	Practical 1 = 10 Marks Practical 2 = 10 Marks Practical File = 10 Marks Presentation / Viva –Voce = 10 Marks
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM5BFFP1)
Semester V (FP 1 - Field Project)
(To be implemented from 2026 – 27)

(02 Credits for 100 Marks)

**[A-2] EVALUATION REPORT OF FIELD PROJECT/COMMUNITY
ENGAGEMENT PROJECT**

Bachelor of Commerce (B.Com) (Major Subject) Examination, _____

Name of Student: _____

FP/CEP Title: _____

Roll No. _____ **Semester** _____ **Max. Marks: 100**

CRITERION	Parameters	Score
Continuous internal Evaluation (CIE)	Regularity, punctuality, sincerity, and overall feedback from the supervisor and community <i>(To be evaluated by the internal teacher)</i>	out of 50
Description UN SDG Related to FP/CEP*	Detailed description of United Nations Sustainability Development Goals (SDGs) related to FP/CEP undertaken by the student. The degree and extent of such related SDGs should be clearly mentioned	out of 10
Description of Respondent Profile/Community Profile & Listing of goals/objectives/ Outcomes of FP/CEP*	A detailed description (Including Statistical Data) of the respondents / community where the FP/CEP is being undertaken. Clear Mention of issues/problems under study to be included. Comprehensive Listing of goals/objectives/Outcomes of FP/CEP	out of 10
Application of theoretical Knowledge*.	Details of the work done or project implemented during FP/CEP is documented in detail. The theoretical basis is used to identify the various issues related to the problem under consideration	out of 10

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Conclusions and Recommendations *	Specific Conclusions based on empirical evidences. Recommendations based on practical feasibility	out of 10
Feedback from concerned organization/ Community Head*	An authentic Company Certificate of completion /appreciation clearly classifying the performance of the student as Excellent / Above Average or Good/ Average or Satisfactory /below average .	out of 10
* Based on the Report submitted by the student, evaluated by the external examiner		Total Marks Scored out of 100
Name and Signature of Internal Examiner		Name and Signature of External Examiner

As per the guidelines of FP applicable to all UG Program under Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

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SEMESTER VI

Banking and Finance (Semester VI)				Teaching Scheme / Total Hours Per Week			Examination Scheme								
Sr · No	(Bachelor of Commerce)	Course Type	Course Code	Theory	Practical	Total	Max. Marks (SEE Theory)	Min. Mark (SEE Theory)	Max. Marks (SEE Practical)	Min. Marks (SEE Practical)	Max. Marks (CIE)	Min. Mark (CIE)	Total	Min. Marks	Credit
1	Financial Derivatives	Major	BCOM6BFM9	4	-	4	60	24	-	-	40	16	100	40	4
2	NBFC and Micro Finance	Major	BCOM6BFM10	4	-	4	60	24	-	-	40	16	100	40	4
3	Investment Banking	Major Elective	BCOM6BFME2A	4	-	4	60	24	-	-	40	16	100	40	4
	Merchant Banking		BCOM6BFME2B												
4	Business Laws	Minor	BCOM6BFMI6A	3	-	3	60	24	-	-	40	16	100	40	3
	Retail Management		BCOM6BFMI6B												
	Advanced Excel		BCOM6BFMI6C												
	Database Management		BCOM6BFMI6D												
5	Field Project	FP	BCOM6BFFP2	-	4	4	-	-	-	-	100	50	100	50	2
6	On-the-Job Training	OJT	BCOM6BFOJT1	-	8	8	-	-	-	-	100	50	100	50	4
		Total		15	12	27	240	96	0	0	360	164	600	260	21

Minimum Passing Marks for theory 40% i.e. 40 & Minimum Passing Marks for Practical 50% i.e. 50
Course Type: Major, Minor, VSC, SEC, VEC, IKS, AEC, OJT/RP/CEP/Internship, OE, CC.

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFM9)
Semester VI (Major – Financial Derivatives)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM6BFM9
Course Name	Financial Derivatives
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major
Pre-requisites for the course	• Risk and return concepts • Basic financial instruments (shares, bonds)

Course Outcomes: *The students will be able to:*

CO 1	Understand the structure and functioning of foreign exchange markets and currency systems.
CO 2	Explain the concept, types, and economic functions of financial derivatives.
CO 3	Analyze and evaluate currency futures, including pricing and risk management strategies.
CO 4	Apply knowledge of currency options, pricing techniques, and payoff structures for decision-making.
CO 5	Apply concepts of currency markets and financial derivatives, including futures and options, to manage exchange rate risk and support effective financial decision-making.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Introduction to Currency Markets • Brief History of Foreign Exchange Markets • Major Currencies and Currency Pairs • Basics of Currency Markets and Peculiarities in India • Exchange Rate Arithmetic – Cross Rate • Impact of Economic Factors on Currency Prices • Economic Indicators	
Unit II	Foreign Exchange Derivatives • Derivatives – Definition • Key Economic Functions of Derivatives • Derivative Products • Growth Drivers of Derivatives • Market Participants in Currency Derivatives Market • Exchange-Traded Derivatives vs. OTC Derivatives • Rationale for Introducing Exchange-Traded Currency Derivatives in	

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	India	
Unit III	Exchange Traded Currency Futures • Currency Futures – Definition • Payoff Charts of Futures Contracts • Contract Specification of Exchange-Traded Currency Futures • Contract Value • Advantages and Limitations of Futures Contracts in Comparison to Forward Contracts • Interest Rate Parity and Pricing of Currency Futures	
Unit IV	Exchange Traded Currency Options • Basics of Options • Difference between Futures and Options • Styles of Options • Moneyless of an Option • Basics of Option Pricing and Option Greeks • Option Pricing Methodology • Implied Volatility (IV) • Payoff Diagrams for Options • Contract Specification of Exchange-Traded Currency Options.	
Textbooks / Reference Books:	1. https://www.nism.ac.in/investment-adviser-level-1/ 2. NISM website : certifications.nism.ac.in 3. CRISIL, Value Research Online, Morningstar India – for real-time fund data and analytics 4. Online tools: Excel, Screener. In, Moneycontrol.com, Groww	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFM10)
Semester VI (Major – NBFC and Micro Finance)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM6BFM10

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Course Name	NBFC and Micro Finance		
No. of Credits	04		
Teaching Hours	60		
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)		
Group under NEP scheme	Major		
Pre-requisites for the course	• Understanding of banks and financial institutions. • Basic knowledge of Indian financial system. • Awareness of government schemes and rural development programs		
Course Outcomes: <i>The students will be able to:</i>			
CO 1	Understand the structure, functions, and regulatory framework of NBFCs.		
CO 2	Analyze the role of NBFCs and Micro-finance in economic development.		
CO 3	Evaluate different types of Micro-finance institutions and their functioning		
CO 4	Examine issues, challenges, and sustainability aspects of Micro-finance.		
CO 5	Apply knowledge of customer service, KYC norms, and recent financial sector developments.		
Syllabus:	Contents	15 Hours Per Unit	
Unit I	Overview of NBFCs • Introduction • Overview of NBFCs • Regulators of NBFCs • Types of NBFCs • Difference between Banks and NBFCs • Role of NBFC in Economic Development • Corporate Governance Norms in NBFCs • Customer experience		
Unit II	Micro-Finance –Introduction • Objectives • Introduction • Concept of Micro-finance • Why Micro-finance? • Structure and Characteristics of Micro-finance • Banks as Micro-finance Providers • Types of Micro-finance Institutions • NGOs • SHG's Federations • Mutually Aided Cooperative Societies (MACS) • Non-Banking Financial Companies • NABARD and Micro-finance • SIDBI and Micro-finance • Rashtriya Mahila Kosh (RMK)		



Unit III	Micro-Finance: Institutional Functioning • Functioning of Micro-finance • Exclusive Focus on Micro-finance Services • Micro-finance Services as One of their Major Objectives • Intermediary (or) Apex Institutions • Issues related with Micro-finance • Upscaling of the Program • Sustainability of SHGs • Capacity Building • Graduation from Micro-finance to Micro-enterprises • Issues being faced by the Micro-finance • Impact of Government Programs with Subsidy.	
Unit IV	Customer Service and Recent Trends • KYC and Anti-Money Laundering (AML): • PMLA Act regulations. • Grievance Redressal: RBI Integrated Ombudsman Scheme for NBFCs. • Recent Initiatives: Small Finance Banks, Payment Banks, MUDRA loan	
Textbooks / Reference Books:	1. Indian financial system Covers NBFCs, financial institutions, and regulatory framework in India. 2. Microfinance in India — K. G. Karmakar	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks



Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFME2A)
Semester VI (Major Elective – Investment Banking)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM6BFME2A
Course Name	Investment Banking
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major Elective
Pre-requisites for the course	• Basic Knowledge of Commerce and Finance • Understanding of Financial Statements • Elementary Knowledge of Economics • Basic Mathematical and Analytical Skills • Awareness of Banking and Financial System
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain the concept, evolution and functions of investment banking and distinguish it from commercial banking.
CO 2	Describe the structure of the Indian financial system, capital market operations and the role of regulatory bodies and financial services.
CO 3	Explain key investment banking activities including underwriting, IPO/FPO, private placement and issue management.
CO 4	Analyze mergers, acquisitions and valuation concepts along with the role of investment bankers in corporate restructuring.
CO 5	Demonstrate comprehensive understanding of investment banking functions, capital market operations, and advisory roles in corporate financial decisions.
Syllabus:	Contents 15 Hours Per Unit
Unit I	Introduction to Investment Banking: • Meaning & Definition of Investment Banking • Evolution and Growth (India & Global) • Functions of Investment Banks • Characteristics of Investment Banking • Difference: Commercial vs Investment Banking
Unit II	The Indian Financial System and Capital Market: • Introduction -The Indian financial system • Structure of Indian financial system • Financial Market • Capital Market: Meaning, Features, Types, history, Function • Role of SEBI • Merchant Banking

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Unit III	Investment Banking Activities: • Underwriting • IPO, FPO: Concept, Process, Advantages • Private Placement • Issue Management • Role of Investment Banker in Issue Management
Unit IV	Mergers, Acquisitions & Valuation : • Meaning & Definition of M&A • Types of Mergers • Buy-out—Concept and Types • Motives Behind Mergers and Acquisition • Mergers and Acquisitions Deals in India • Steps in M&A Process • Valuation in M&A ○ Comparative Ratios ○ Replacement Cost ○ Discounted Cash Flow (DCF) • Corporate Restructuring • Role of Investment Banks in Acquisitions
Textbooks / Reference Books:	Textbooks: 1. Investment Banking - PratapGiri, McGraw Hill Education 2. Merchant Banking and Financial Services, Second Edition. MadhuVij Swati Dhawan McGraw Hill Education (India) Private Limited 3. The indian financial system-Bharti V. Pathak, Published by Dorling Kindersley (India) Pvt. Ltd 4. https://books.google.je/books?id=18iJsAxmK0gC&printsec=frontcover#v=onepage&q&f=true

Evaluation Pattern:

Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFME2B)
Semester VI (Major Elective –Merchant Banking)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM6BFME2B
Course Name	Merchant Banking
No. of Credits	04
Teaching Hours	60
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Major Elective
Pre-requisites for the course	• Basic Knowledge of Commerce and Finance • Understanding of Financial Statements • Elementary Knowledge of Economics • Basic Mathematical and Analytical Skills • Awareness of Banking and Financial System

Course Outcomes: *The students will be able to:*

CO 1	Explain the structure of capital market and describe the origin, evolution and services of merchant banking in India.
CO 2	Describe SEBI regulations, registration procedures, code of conduct and responsibilities of merchant bankers in investor protection.
CO 3	Explain the process of issue management including types of issues, pricing, and underwriting and allotment procedures.
CO 4	Explain merchant banking activities such as mergers, takeovers, buyback, delisting, disinvestment and their role in financial services.
CO 5	Demonstrate comprehensive understanding of merchant banking functions, regulatory framework and their role in capital market operations.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Capital Market & Introduction to Merchant Banking: • Meaning and Structure of Capital Market • Primary Market and Secondary Market • Role of Financial System • Meaning, Origin and Evolution of Merchant Banking • Merchant Banking in India • Services of Merchant Bankers	
Unit II	Regulatory Framework of Merchant Banking: • SEBI Regulations for Merchant Bankers • Registration of Merchant Bankers • Code of Conduct • General Obligations and Responsibilities • Role of Merchant Banker in Investor Protection	

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Unit III	Issue Management: • Meaning and Functions of Issue Management • Types of Issues (IPO, FPO, Rights Issue) • Pricing of Issues • Underwriting of Shares • Issue Process (Pre-issue, Issue, Post-issue activities) • Allotment and Refund	
Unit IV	Advanced Merchant Banking Activities & AI Applications: • Introduction to AI in Finance Meaning, Role of AI in Financial Services, Importance of AI in Capital Market. • AI in Merchant Banking Activities: AI in IPO Pricing and Valuation, AI in Risk Assessment and Due Diligence, AI in Investment Decision Making, AI in Fraud Detection and Compliance • Digital Transformation in Merchant Banking: FinTech and Automation, Algorithmic Trading, Role of Big Data in Financial Services. • Challenges and Ethical Issues: Data Privacy, Bias in AI, Regulatory Concerns.	
Textbooks / Reference Books:	1. Merchant Banking-H.R. Machiraju -New Age International Publishers 2. Banking and Financial Services ,N Mukund Sharma- Himalaya Publishing House Pvt. Ltd., 3. Merchant Banking And Financial Services-Madhu Vij and Swati Dhawan McGraw Hill Education (India) Private Limited 4. NISM-Series-IX Merchant Banking Certification Examination	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking & Finance (Course Code: BCOM6BFMI6A)

Semester VI (Minor –Business Law)

(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values, and customer-oriented approaches required for careers in banking, insurance, financial

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services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking & Finance)
Course Code	BCOM6BFMI6A
Course Name	Business Law
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing Marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing Marks - 16</i>) = 100 Marks (Min passing Marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic understanding of business concepts, commercial transactions, and general legal awareness, • Fundamental knowledge of agreements and financial instruments

Course Outcomes: *The students will be able to:*

CO 1	Understand the legal environment of business and explain the fundamental principles of the Law of Contract.
CO 2	Analyze the essential elements of a valid contract, including offer, acceptance, consent, consideration, and capacity to contract.
CO 3	Evaluate the performance, discharge, and remedies for breach of contracts in practical business situations.
CO 4	Explain the concept, types, and legal provisions of negotiable instruments, including promissory notes, bills of exchange, and cheques
CO 5	Understand the provisions of the Information Technology Act, 2000, including digital signatures, cyber laws, offences, and regulatory framework.

Syllabus: **Contents** **15 Hours Per Unit**

Unit I	Business and its Environment • Business and its Environment • Legal Environment of Business • Law of Contract • Introduction, • Meaning and Essentials of a Valid Contract • Proposal (or Offer) and Acceptance • Capacity to Contract • Consent and Free Consent • Consideration • Unlawful Consideration and Object • Contingent Contracts • Quasi Contracts • Performance of Contracts • Different Modes of Discharge of Contracts • Remedies for Breach of Contracts
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Unit II	Law of Negotiable Instruments • Introduction • Meaning and Definition of a Negotiable Instrument • Certain Important Concepts and Explanations of Certain Terms • Promissory Notes and Bills of Exchange • Cheques • Holder and Holder in Due Course • Negotiation of a Negotiable Instrument Presentment • Dishonor Crossing of Cheques • The Paying Banker • International Law of concerning Negotiable Instrument	
Unit III	Law of Sale of Goods • Introduction • Definition of Goods & their Classification • Meaning of Price Conditions & Warranties • Passing of Property in Goods • Transfer of Title by Non-Owners • Performance of a Contract of Sale of Goods • Unpaid Seller & his Rights • Sale by Auction	
Unit IV	The Information Technology Act, 200 • Introductory • Scope of the Act • Definitions • Digital Signature • Electronic Governance • Attribution, Acknowledgment and Dispatch of Electronic Records • Secure Electronic Records and Secure Digital Signatures • Regulation of Certifying Authorities • Digital Signature Certificates • Duties of Subscribers Penalties and Adjudication • Cyber Regulations Appellate Tribunal • Offences • Network Service Providers	
Textbooks / Reference Books:	1. Maheshwari, S. N., & Maheshwari, S. K. (Latest Edition). A Manual of Business Laws. Mumbai: Himalaya Publishing House. 2. Gulshan, S. S. (Latest Edition). Business Law (3rd ed.). New Delhi: Excel Books / S. Chand Publishing.	
Evaluation Pattern:		
Sr. No.	Theory (60 Marks)	CIE (40 Marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)

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2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR 10×2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 Marks	Total: 40 Marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFMI6B)
Semester VI (Minor – Retail Management)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO 2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B. Com. (Banking and Finance)
Course Code	BCOM6BFM6B
Course Name	Retail Management
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	-
Course Outcomes: <i>The students will be able to:</i>	
CO 1	Explain the fundamental concepts of retailing, retail mix, and the evolution of the retail industry.
CO 2	Classify and compare various retail formats, including store and non-store retailing models.
CO 3	Apply retail planning principles and analyze the impact of consumer behavior on retail decision-making.
CO 4	Evaluate retail strategies such as branding, pricing, CRM, and supply chain management.
CO 5	Demonstrate understanding of store management practices, including store design, customer service, and visual merchandising.
Syllabus:	Contents 15 Hours Per Unit
Unit I	Introduction to Retail Management: Meaning, Nature and Scope of Retailing; Evolution of Retail (Global & Indian context); Retail Mix (Product, Price, Place, Promotion, Presentation, Personnel); Growth of Retail Industry in India; Factors influencing retail development (economic, technological, social)
Unit II	Retail Formats & Emerging Models: Store-based formats: Independent stores, Convenience stores, Supermarkets, Hypermarkets, Department stores, Discount stores, Shopping malls; Non-store formats: E-retailing, Direct selling, Tele-shopping, Catalogue retailing; Franchising and Multi-Level Marketing (MLM); Omni-channel and Multi-channel Retailing; Emerging Trends: Quick commerce, D2C brands

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Unit III	Retail Planning, Consumer Behaviour & Promotion: Retail Planning Process; Location Planning and Site Selection; Understanding Consumer Behaviour in Retail; Cultural, Social and Psychological influences Retail Promotion Strategies; Influencer Marketing in Retail Introduction to AI in Retail (recommendation systems, chatbots, personalization basics); Application of digital marketing tools in retail promotion (conceptual overview); Role of Digital Marketing in Retail – Social media marketing, influencer marketing, email marketing and personalization techniques.
Unit IV	Retail Strategy & Store Management: Retail Branding and Positioning; Pricing Strategies in Retail; Customer Relationship Management (CRM); Basics of Retail Supply Chain Management; Store Operations Management; Store Design (Interior & Exterior Layout); Visual Merchandising & Retail Display Techniques; Customer Service and Store Profitability
Practical Activity	AI-Assisted Retail Promotion Analysis
Textbooks / Reference Books:	Reference Books: 1. Retail Management – Suja Nair, Himalaya Publishing House. 2. Retail Marketing Management – David Gilbert – Pearson Education. 3. Retailing Management – Levi Weitz- Tata McGraw Hill Publication 4. Retailing Management by Bajaj –Published by Oxford. 5. Retailing Management – Text & Cases – Swapna Pradhan - Tata McGraw Hill Publication

Evaluation Pattern:

Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQs of 10 marks each based on all four Units. (8×5 OR $10 \times 4 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1 (carry 5 marks) Assignment 2 (carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakkardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFMI6C)
Semester VI (Minor – Advanced Excel)
(To be implemented from 2025 – 26)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO 2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B.Com. (Banking and Finance)
Course Code	BCOM6BFMI6C
Course Name	Advance Excel
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	• Basic Computer Knowledge • Basic Knowledge of Excel

Course Outcomes: *The students will be able to:*

CO 1	Explain and apply basic Excel functions such as SUM, AVERAGE, MAX, MIN, COUNT, and conditional functions (SUMIF, COUNTIF, AVERAGEIF) for data calculations.
CO 2	Use text functions (UPPER, LOWER, LEFT, MID, RIGHT, TRIM, CONCATENATE, etc.) and implement file-level and worksheet protection techniques to manage and secure data effectively.
CO 3	Apply logical functions (IF, nested IF, IFERROR, AND/OR) and troubleshoot errors in spreadsheets for accurate data processing.
CO 4	Analyze and retrieve data using lookup functions such as VLOOKUP, HLOOKUP, INDEX, MATCH, and advanced lookup techniques (nested VLOOKUP, reverse lookup, helper columns).
CO 5	Evaluate datasets and perform advanced statistical analysis using Excel tools like Analysis ToolPak (Correlation, Regression, Histogram, etc.) to generate meaningful insights and reports.

Syllabus:	Contents	15 Hours Per Unit
Unit I	Functions of Excel Using functions: Sum, Average, Max., Min., Count, Counta. SumIf, SumIfs, CountIf, CountIfs, AverageIf, AverageIfs.	
Unit II	Text Functions and Protecting Excel: Upper, Lower, Proper, Left, Mid, Right, Trim, Len, Exact, Concatenate, Find, Substitute. File level protection, Worksheet protection.	

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Unit III	Logical and Lookup Functions: If Function, How to fix error: if error, Nested If, Complex if and or functions, Vlookup / Hlookup, Index and Match, Creating smooth User Interface using Lookup, Nested Vlookup, Reverse Lookup using Choose Function, Vlookup with Helper Column.	
Unit IV	Advanced statistical functions: Use of Analysis ToolPak for complex statistical analysis (Correlation, Covariance, Regression, Histogram etc)	
Textbooks / Reference Books:	1. Excel 2019: All in One, Lokesh Lalwani, BPB Publications. 2. Microsoft Official Academic Course Microsoft Excel 2013, 2014, John Wiley & Sons. 3. Microsoft Excel 2016 Step by Step, Curtis Frye, Microsoft Press	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8×5 OR $4 \times 10 = 40$ marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10×2 OR $10 \times 2 = 20$ marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFMI5D)
Semester VI (Minor – Database Management System)
(To be implemented from 2026 – 27)

PROGRAM EDUCATIONAL OUTCOMES (PEOs):

PEO 1: Commerce Knowledge and Professional Competence

Graduates will acquire strong foundational knowledge in commerce disciplines such as accounting, finance, management, economics, and taxation, enabling them to perform effectively in business, trade, and service organizations.

PEO 2: Employability, Analytical, and Entrepreneurial Skills

Graduates will develop analytical thinking, problem-solving ability, communication skills, and digital competence, preparing them for employment, entrepreneurship, professional courses, competitive examinations, and higher education.

PEO 3: Ethical Values and Lifelong Learning

Graduates will demonstrate ethical behavior, social responsibility, teamwork, and adaptability, along with a commitment to lifelong learning, enabling them to respond effectively to dynamic business environments and societal needs.

PROGRAM OUTCOMES (POs)

PO 1: Critical Thinking

PO 2: Effective Communication

PO 3: Social Interaction

PO 4: Effective Citizenship

PO 5: Ethics

PO 6: Environment and Sustainability

PO 7: Self-directed and Lifelong Learning

PROGRAM SPECIFIC OUTCOMES (PSOs): *The students will be able to*

PSO 1: Banking & Financial System Knowledge

Graduates will acquire comprehensive knowledge of banking operations, financial institutions, financial markets, and regulatory frameworks to understand the functioning of the banking and financial system at national and global levels.

PSO 2: Financial Analysis & Investment Skills

Graduates will develop the ability to analyze financial statements, evaluate investment options, manage portfolios, and apply tools of financial management, risk analysis, and financial planning for effective decision-making.

PSO 3: Professional Competence & Ethical Practices

Graduates will demonstrate professional skills, digital banking competence, ethical values,

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and customer-oriented approaches required for careers in banking, insurance, financial services, and related sectors, or for pursuing higher education and professional courses.

Program Code	BCOMBF
Program Name	B. Com. (Banking and Finance)
Course Code	BCOM6BFMI6D
Course Name	Database Management System
No. of Credits	03
Teaching Hours	45
Evaluation Scheme	60 (Semester End Examination – <i>Min passing marks - 24</i>) + 40 (Continuous Internal Examination – <i>Min passing marks - 16</i>) = 100 marks (Min passing marks – 24 + 16 = 40)
Group under NEP scheme	Minor
Pre-requisites for the course	Basic Computer Knowledge

Course Outcomes: *The students will be able to:*

CO 1	Understand and compare database management system with conventional file system and suggest suitable database system for a given situation
CO 2	Design database by analyzing different database models for real life situations.
CO 3	Apply various SQL commands and operators to manage database operations.
CO 4	Evaluate different data constraints for maintaining integrity of the given database.
CO 5	Develop skills in database design and data manipulation using SQL.

Syllabus: **Contents**

Unit I (12 Hours)	Introduction to database: Data, Information, Metadata, Data dictionary, Database & its Components, Traditional File System Versus Database Systems, Disadvantages of traditional file system, Database systems: Advantages and Disadvantages of database systems, Users, Schemas, Subschema and Instances, Three Level Architecture of Database Systems (DBMS) File Organization: Basic Concepts of Files, Records and record types, Types of files, File Organization Techniques
Unit II (12 Hours)	Data Model: Types of data models, Codd's rules, Comparison of various data models, Types of Database Systems, Comparison between Client/Server and Distributed Database System, comparison between DBMS and RDBMS. E-R Models: Basic concepts, Types of Attributes, Relationship Sets, Degree of relationship sets, Mapping cardinalities, Keys, Types of keys, Entity—Relationship Diagram, Advantages and Limitation of E-R model, Types of Entity Sets.

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Unit III (11 Hours)	Structured Query Language (SQL): Characteristics of SQL, Advantages of SQL, And Components of SQL Language: DDL, DML, DCL, DQL. Basic data types, Table fundamentals: creating and modifying table.	
Unit IV (10 Hours)	Data Constraints: Types of data constraints, Operators in SQL. ORACLE functions: Text, Numeric, Date functions and their hands-on practice	
Practical Activity	AI-Assisted Database Design & Query Generation	
Textbooks / Reference Books:	1. Suresh, D., et al. (Year). <i>Cyber Security and Cyber Laws</i> . Mumbai: Himalaya Publishing House. 2. Aruna, B., et al. (Year). <i>Information Security</i> . Mumbai: Himalaya Publishing House. 3. Gurbani, K., et al. (Year). <i>Information and Network Security</i> . Mumbai: Himalaya Publishing House	
Evaluation Pattern:		
Sr. No.	Theory (60 marks)	CIE (40 marks)
1.	8 SAQs of 5 marks OR 4 LAQ of 10 marks each based on all four Units. (8 × 5 OR 10 × 4 = 40 marks)	CIE 1 (carry 5 marks) CIE 2 (carry 5 marks)
2.	12 MCQs of 2 marks OR 12 VSAQs of 2 marks each based on all four units. (3 MCQs or 3 VSAQs from each unit) (Best 10 will be evaluated) (10 × 2 OR 10 × 2 = 20 marks)	Assignment 1(carry 5 marks) Assignment 2(carry 5 marks)
3.	NIL	Class Activity / Presentation / Viva-Voce (carry 20 marks)
	Total: 60 marks	Total: 40 marks

AI-Based Activity (DBMS)

Title: AI-Assisted Database Design & Query Generation

Objective: To help students understand database design and SQL logic using AI as a support tool.

Activity Description:

Students will take a simple real-life scenario (e.g., Library, College, Retail Store, Hospital).

Using an AI tool (like ChatGPT), Students will:

1. Design Phase (Unit II – ER Model)

- Ask AI to suggest:
 - Entities
 - Attributes
 - Relationships

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- Draw a simple ER diagram (manually or digitally)

2. SQL Phase (Unit III & IV)

Ask AI to generate:

- CREATE TABLE statements
- INSERT queries (2–3 records)
- SELECT queries using conditions

3. Critical Thinking (VERY IMPORTANT)

Students must:

- Check correctness of AI output
- Identify at least 2 mistakes/improvements
- Modify queries if needed

Submission:

Short report (2–3 pages):

- Problem description
- ER design
- SQL queries (AI-generated + corrected)
- Student observations (errors/improvements)

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Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)

Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFFP2)
Semester VI (FP 2 - Field Project)
(To be implemented from 2026 – 27)

(02 Credits for 100 Marks)

**[A-2] EVALUATION REPORT OF FIELD PROJECT/COMMUNITY
ENGAGEMENT PROJECT**

Bachelor of Commerce (B.Com) (Major Subject) Examination, _____

Name of Student: _____

FP/CEP Title: _____

Roll No. _____ **Semester** _____ **Max. Marks: 100**

CRITERION	Parameters	Score
Continuous internal Evaluation (CIE)	Regularity, punctuality, sincerity, and overall feedback from the supervisor and community (<i>To be evaluated by the internal teacher</i>)	out of 50
Description UN SDG Related to FP/CEP*	Detailed description of United Nations Sustainability Development Goals (SDGs) related to FP/CEP undertaken by the student. The degree and extent of such related SDGs should be clearly mentioned	out of 10
Description of Respondent Profile/Community Profile & Listing of goals/objectives/ Outcomes of FP/CEP*	A detailed description (Including Statistical Data) of the respondents / community where the FP/CEP is being undertaken. Clear Mention of issues/problems under study to be included. Comprehensive Listing of goals/objectives/Outcomes of FP/CEP	out of 10
Application of theoretical Knowledge*.	Details of the work done or project implemented during FP/CEP is documented in detail. The theoretical basis is used to identify the various issues related to the problem under consideration	out of 10
Conclusions and Recommendations *	Specific Conclusions based on empirical evidences. Recommendations based on practical feasibility	out of 10

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Feedback from concerned organization/Community Head*	An authentic Company Certificate of completion /appreciation clearly classifying the performance of the student as Excellent / Above Average or Good/ Average or Satisfactory /below average.	out of 10
* Based on the Report submitted by the student, evaluated by the external examiner	Total Marks Scored out of 100	
Name and Signature of Internal Examiner	Name and Signature of External Examiner	

As per the guidelines of FP applicable to all UG Program under Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Nagpur Shikshan Mandal's
SHRI BINZANI CITY COLLEGE (AUTONOMOUS)
Near Sakardara Square, Umrer Road, Nagpur- 24

Major in Banking and Finance (Course Code: BCOM6BFOJT1)
Semester VI (OJT – ON-the-JOB-TRAINING)
(To be implemented from 2026 – 27)

(02 Credits for 100 Marks)

As per the guidelines of OJT applicable to all UG Program under Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

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