

# MARUDHAR KESARI JAIN COLLEGE FOR WOMEN (AUTONOMOUS)

Vaniyambadi – 635 751

# **Department of Economics**

for

**Undergraduate Programme** 

**Bachelor of Arts in Economoics** 

From the Academic Year 2024-25

#### CONTENT

#### 1. Preamble

- 2. Programme Outcomes
- 3. Programme Specific Outcomes
- 4. Eligibility for Admission
- 5. Methods of Evaluation and Assessments
- 6. Skeleton & Syllabus

### LEARNING OUTCOMES BASED CURRICULUM FRAMEWORK FOR UNDERGRADUATE EDUCATION

#### 1. Preamble

The Department of Economics was started in 2022 and continue with the third batch as in 2024-2025. The programme focus on creating a dynamic field of Professionals and also conceived that it equips the students with a wide range of administer skills like consultant, analyst and planner and competence in an area of entrepreneurship in public and private sectors.

The Department is committed to integrate all aspects of Economics to educate and give innovative and competent to globally suitable for industry, business and service sector and etc. to enhance the students to take up entrepreneurship in order to be successful by standing on their feet instead of being dependent on others.

The department has been constantly metamorphosing itself to suit the requirements and expectations of the corporate and facilitate academic professional advancement.

Programme Offered

B.A., Economics

#### **PROGRAMME OUTCOMES (PO)**

Programme	B.A. Economics
Programme Code	UA03
Duration	3 years [UG]
	<b>PO1:</b> Acquire knowledge in Economics and business to apply the knowledge in their day today lifefor betterment of self and society.
	<b>PO2:</b> Develop critical, analytical thinking and decision making skills.
	<b>PO3:</b> Develop innovative related skills in defining the fact, formulate and test the hypothesis, analyze, interpret, and draw conclusion from data.
	<b>PO4:</b> Address and develop solutions for social and environmental needs of local, regional and national development.
Programme Outcomes	<b>PO5:</b> Work independently and engage in lifelong learning and enduring proficient progress.
	<b>PO6:</b> Provoke employability and entrepreneurship among students along with ethics and communication skills.
	<b>PO7:</b> Understand the importance of ethical behavior in business contexts and be able to recognize and address ethical dilemmas with encounter in their professional careers.
	<b>PO8:</b> Prepared for lifelong learning and professional development, including the ability to adapt to changes in technology, different businesses and entrepreneurship and economic conditions throughout their careers.

	<b>PSO1:</b> To familiarize students to the concepts and the theories related to Economics, Finance and Investment and Modern Marketing to aid in
Programme Specific Outcomes:	<ul><li>Placement entrepreneurship.</li><li><b>PSO2:</b> Enhance skills of analytical and critical thinking to analyze the effectiveness of economic policies.</li></ul>
	<b>PSO5:</b> Evaluate various social and economic problems in the society and the answer to the problems as global citizens.

#### Eligibility for Admission:

Candidates for admission to the first year of the Bachelor of Arts course shall be required to have passed the  $12^{TH}$  standard by the Government of Tamil Nadu or any equivalent.

Methods	of E	valuation	and	Assessment
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Methods of Evaluation									
Internal Evaluation	ı	25 Marks							
External Evaluation	End Semester Examination	75 Marks							
Total     100 Marks									
Methods of Assessment									
Recall (K1) Simple definitions, MCQ, Recall steps, Concept definitions.									
Understand / MCQ, True/False, Short essays, Concept explanations, short summary or									
Comprehend (K2)	overview.								
Application (K3)	Application (K3)Suggest idea/concept with examples, suggest formulae, solve problem, Observe, Explain.								
Applyze (KA)	Problem-solving questions, finish a procedure in many steps, Differentiate								
Allalyze (R4)	Between various ideas, Map knowledge.								
Evaluate (K5)Longer essay/Evaluation essay, Critique or justify with pros and cons									
Create (K6)	Check knowledge in specific or offbeat situations, Discu	ussion, Debating or							
	Presentations.								

#### B.A ECONOMICS AUTONOMOUS SYLLABUS FIRST YEAR 2024-2025

	Semester - I						Semester - II						
Code	Course Title	Hours Distributio			on C		Code	Course Title	I	Ho Distri	ours butio	n	С
	L T P S			L	Т	Р	S						
24UFTA101	Tamil – 1	4	1	0	0	3	24UFTA21	Tamil – 2	4	1	0	0	3
24UFEN101	English – 1	4	1	0	0	3	24UFFN21	English – 2	4	1	0	0	3
24UECC101	CC – 1 Micro Economics –I	3	1	2	0	5	240FEN21						
	CC - 2 Statistics for						24UECC21	CC – 3 Micro Economics -II	3	1	2	0	5
24UECC102	Economics –I	2	1	1	0	3	24UECC22	CC-4 Statistics for Economics -II	3	1	1	0	4
24UECA101	EC - 1 Financial Accounting I	3	0	1	0	3	24UECA21	EC - 2 Financial Accounting II	4	1	0	0	4
24UECS101	<b>SEC – 1 NME</b> -Basic Principles of Economics	1	1	0	0	2	24UECS21	SEC – 3 Business	1	0	1	0	2
24UECS102	SEC – 2 Demography	1	0	1	0	2		AEC – 1					
24UECF101	<b>FC</b> – Computer Application in Economics	1	0	1	0	2	24UAEC21	LIFE SKILL THROUGH YOGA	1	1	0	0	2
TOTAL						23	TOTAL					30	23

L-Lecture

**P-Practical** 

**T-Tutorial** 

S-Seminar C-Credit

Students must complete at least one online course (MOOC) from platforms like SWAYAM, NPTEL, or Naan Mudalvan within the fifth semester. Additionally, engaging in a specified Self-learning Course is mandatory to qualify for the degree, and successful participation will be acknowledged with an extra credit of 2\*.

	Marks											S
Cour Cod	rse le	Course Name	Categor	L	Т	Р	S	Credits	Hours	CIA	Externa l	Total
<b>24UEC</b>	C11	MICRO	Core –I	3	1	2	0	5	6	25	75	100
		ECONOMICS-I										
		Lea	rning O	bject	tives	5						
LO1	То	Equip the economic behave	viours of	ind	livid	lual	uni	ts of	the s	ociety.		
LO2	То	describes the consumer behavi	iour and u	ıtility	y ana	alysis	5					
LO3	To i	mpart knowledge on demand	and supp	ly co	ncep	ots						
LO4	4 To identify the relevance of Production and returns to scale of Production											
LO5	Tol	know the costs and profit max	imization									
Unit			Conte	ent							]	Hours
	Bas	ic Concepts										
	Definitions of Economics– Nature and Scope of Microeconomics –											
1	Positive and Normative Approaches- Inductive and Deductive Approaches											
1	- Co	onsumers and Firms – Goo	d and Se	rvice	es &	Equ	ilibr	ium	Price	-Decis	ion	1.5
	Mak	king-Rationality: Self-Inte	erest –	Tra	de-c	offs	_	Basi	cs	Econor	nic	15
	Prob	olems -MarketMechanism a	and Reso	urce	e All	locat	tion					
	Utility Analysis											
	Meaning of Utility : Features, types and measure-Ordinal Utility and											
2	Cardinal Utility–Total and Marginal Utility – Law of Diminishing											
2	Marginal Utility - Law of Equi-Marginal Utility- Indifference Curves-											15
	and	Substitution Effects-Or	n Subsui	Con	ni- e sum	er	Cho	nice	- PIIC	Reveal	ed	15
	Pre	ference Theory – Samuelso	n and Hi	icks	'Ap	proa	ach			ite veur	cu	
	Der	nand and Supply Analysi	<b>S</b>		r	<u>r</u>						
	Mea	aning of Demand – Ty	pes of	Go	ood	s -]	Law	of	De	mand	_	
	Determinants of Demand – Exceptions of Demand – Giffen Paradox											
3	& Veblen Effect- Elasticity of Demand and its Types - Engel's Law -											
	Supply – Law of Supply – Determinants of Supply –Elasticity of Supply and its Types – Market Equilibrium: Firm & Industry											
	Supply and its Types- Market Equilibrium: Firm & Industry- Consumer Surplus and Producer Surplus											
	Pro	duction Analysis		145								
	Pro	duction Function– Factors	of Proc	lucti	on I	Funct	tion	-La	w of	Variat	ole	
4	Pro	portions - Total Product, Ave	erage Pro	duct	and	Mar	gina	l Pro	oduct -	- Laws	of	15
	Returns to Scale- ISO-Quant: Properties of ISO-Quant -Types of Production										on	
	Function:–Economies and Diseconomies of Scale											
		st and Revenue Concepts	Cert				Ъſ	•	-1			
	Costs – Fixed and Variable Costs - Average, Marginal, and Total											
5	Costs – Short Run cost curves and Long Run Costs – Implicit, Explicit Sunk and Imputed Cost – Payanus: Magning & Definition											15
	Tot	al. Average and Marginal	Revenu	e –I	Rela	tion	shir	b bet	tweer	AR a	nd	10
	MR and Elasticity of Demand- Profit Maximization Rule –Break											
	Eve	en Point.										
										To	otal	75

CO	Course Outcomes
CO1	Understand the meaning of basic concepts and the need for the study of Microeconomics.
CO2	Evaluate the Types of Utility and Consumer Behaviour.
CO3	Acquire knowledge on various market equilibrium, Demand and Supply Functions.
CO4	To understand the meaning of Production Functions.
CO5	To understand the theory of firms, Cost and Revenue.
Textbo	oks:
1	Robert Pindyck and Daniel L.Rubinfield, (2001) Micro Economics, Macmillan.
2	Hal R. Varian (2004), Intermediate Micro Economics (East-West Press: New Delhi).
3	Paul Krugman and Robin Wells, Micro Economics, Worth Publishers, 2020.
4	Ahuja H.L (2016) Principles of Microeconomics, S.Chand.
5	Timothy Taylor, Steven A Greenlaw and David Shapiro (2017) Principles of Economics,
	12 <sup>th</sup> Media Services.
Referen	nce Books:
1	Koutsoyiannis (2003), Modern Microeconomics Palgrave Macmillan (UK) 2 <sup>nd</sup> Edition.
2	Gregory Mankiw (2012), Principlesof Microeconomics Cengage India.
3	Ferguson C.E. (1970), Micro Economic Theory, (Homewood, U.S.A).
4	Dwivedi, D.N (2002), Microeconomics: Theory and Applications, 2 <sup>nd</sup> ed., Pearson.
5	Karl E.Case and Ray C Fair (2007), Principles of Economics, Pearson Prentice Hall Inc
	Singapore South Asia.
Web R	esources
1	http://www.econlib.org/library/enc/microeconomics.html
2	https://www.tutor2u.net/economics
3	https://www.economicsnetwork.ac.uk/
4	https://www.cliffsnotes.com/study-guides/economics/introduction/microeconomics
5	http://neconomides.stern.nyu.edu/networks/micnotes/micnotes.pdf

	PO1	PO2	PO3	PO4	PO5	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	PSO1	PSO2	PSO3
C01	3	3	3	3	3	2	3	3	3	3	2
CO2	3	3	3	3	2	3	3	3	3	3	3
CO3	3	3	3	3	3	3	3	3	3	3	3
CO4	3	3	3	3	3	3	3	3	3	3	2
CO5	3	3	3	3	3	3	3	3	3	3	3
Total	15	15	15	15	14	14	15	15	15	15	13
Average	3.0	3.0	3.0	3.0	2.8	2.8	3.0	3.0	3.0	3.0	2.6

	3	- Strong,	2-	Medium,	1-	Low
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										Ma	rks	
Cour Cod	:se le	Conse NameCategoryHoursCategoryExternal										
24UEC	C12	STATISTICS FOR ECONOMICS I	Core -2	2	1	1	0	3	4	25	75	100
		I	Learning	Obje	ctive	S						
LO1 To know about collection of Data												
LO2	Basic concepts about Graphical Representation											
LO3	To know about the concept of Averages and its applications											
LO4	To gain knowledge on Dispersion											
LO5	To estimate Correlation and Regression values											
Unit	Content											
	Intr	oduction and Collection of D	)ata									
1	Introduction – Nature and Scope of Statistics – Uses and Limitations of Statistics – Data											10
	Collection – Primary and Secondary Data – Tools for collecting Primary Data.											
	Clas	ssification and Presentation of	of Data									10
2	Clas	sification and Tabulation of D	ata– Types	- Fre	quen	cy Di	stribu	ition	-Cu	mulati	ve	10
	Freq	uency Distribution- Class Inte	rval –Grap	hical	Repr	esent	ation-	- His	togra	m —		
	Freq	uency Polygon - Ogive Curve	- Lorenz C	urve.								
	Mea	sures of Central Tendency		~								10
3	Meas	sures of Central Tendency- Re	equisites of	a Goo	od Av	verag	e - At	rithm	etic			-
	Mean	n, Median, and Mode										10
4	Mea	sures of Dispersion		•	<b>D</b>		0				Maan	10
4	Abs	onute and Relative Measures	of Dispers	1011 –	Kan	ge –	Qua	rtile	Devia	uion –	- Mean	
	Cor	nation – Standard Deviation	rolation T		ofCa		tion	Met	hada	Vor1		10
_	Door	relation and Kegression Cor	relation – I	ypes (		rreia k Ca	uon –	- Met	nous Doc	-Karl		10
5	Fear	son's Coefficient of Correlation	on –- Spear	1111111 \$	s Kan	кU	reiat	1011 —	Regi	ession	L	
	Equ	auons										
											Total	50

CO	Course Outcomes
CO1	Understand the overview of statistics and basic knowledge of statistical tools.
CO2	Differentiate Types of Data and its Classification.
CO3	Explain the concept of Averages and its application.
CO4	Know the concept of Dispersion and its application.
CO5	Calculate Correlation and estimate values using Regression.
Textbo	oks:
1	Gupta. S.P (2005) Statistical Methods, Sultan Chand and Sons, New Delhi.
2	Sancheti. D.C and Kapoor V. K (2005) Statistical Theory Method and Application, Sultan Chand and Sons, New Delhi.
3	Dr.T.K.V.Iyengar, Dr.B.Krishna Gandhi S.Ranganantham, Dr.M.V.S.S.N Prasad, Probability and Statistics, S.Chand and Co, 2020.
4	Prof S.G.Vekatachalapathy and Dr.H.Premraj (2018) Statistical Methods Margham Publications.
5	Dominick Salvatore and Derrick Reagle, theory and problems of statistics and econometrics, Mc Graw Hill, (2002).
Refere	nce Books:
1	Saxena H.C, (2016) Elementary Statistics, S Chand and Company New Delhi.
2	Elhance D.N, (2004), Fundamentals of Statistics Kitab Mahal, New Delhi.
3	Manoharan M (2010), "Statistical Methods", Palani Paramount Publications, Palani.
4	R.S.N.Pillai and V. Bagavathi(2010), Statistics, Sultan Chand and Sons, New Delhi.
5	Dr.S.Sachdeva (2014) Statistics -Lakshmi Narain Agarwal.
Web R	esources
1	https://www.cuemath.com/data/statistics
2	https://stattrek.com/statistics/resources
3	https://testbook.com/learn/maths-mean-median-model
4	https://www.statistics.com
5	https://thisisstatistics.org/students

	PO1	PO2	PO3	PO4	PO5	<b>PO6</b>	<b>PO7</b>	PO8	PSO1	PSO2	PSO3
CO1	3	2	3	3	2	3	3	3	3	2	2
CO2	3	3	3	3	3	3	3	3	3	3	3
CO3	2	2	3	2	2	2	2	2	3	2	2
CO4	2	3	2	3	3	3	3	3	2	3	3
CO5	3	2	3	3	2	2	3	2	3	2	2
Total	13	12	14	14	12	13	14	13	14	12	12
Average	2.6	2.4	2.8	2.8	2.4	2.6	2.8	2.6	2.8	2.4	2.4

3 – Strong, 2- Medium, 1- Low

	Marks											
Cour Coc	rse le	Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total
24UEC	CA11	FINANCIAL ACCOUNTING - I	EC -1	3	0	1	0	3	4	25	75	100
	Learning Objectives											
LO1	To learn basic accounting concepts and understand the concepts of rectification of er and Bank reconciliation statement.										rrors	
LO2	2 To know the basis for calculating business profit.											
LO3	To familiarize with the accounting treatment of Depreciation											
LO4	To learn Techniques of average due dates											
LO5	To learn the methods of calculating profit for single entry system.											
Unit	Content											
1	Introduction: Basic Accounting Concepts and Conventions - Groups interested in accounting - Accounting Equation - Journal - Ledger - Subsidiary Books - Trial Balance - Errors									12		
2	Final Mear Manu Sheet	I Accounts: ning - Preparation of Final Acc afacturing a/c- Balance Sheet - t - Adjustment Entries.	counts - T - Distincti	radir on b	ng Ao etwe	ccou en T	nt - Ì ˈrial ː	Profi Bala	t and nce ar	loss a nd Bal	/c ance	12
3	Depr Mear Meth	reciation Accounting: ning of Depreciation - Method od - Diminishing Balance Met	s of Provi thod.	ding	Dep	orecia	ation	- S1	traight	line		12
4	Average Due Date:         Meaning - Practical uses of average due date - basic problems in Average Due Date									12		
	Single Entry System:											
5	Defir and I	nition - Salient features - Limit Double Entry System – Methoo	ations - I ds.	Diffe	rence	es be	twee	en Si	ngle E	Entry S	Syster	12
										Tota	al	60

СО	Course Outcomes
CO1	To introduce the basic concepts and conventions to the students, this would help in
	development of accounting knowledge.
CO2	To develop the capability of students to prepare the Final Accounts of a Small Business
	Concern.
CO3	Compare the different methods of depreciation.
CO4	To enhance the Accounting Knowledge by introducing the practical uses of Average Due Date.
CO5	Introduce the concept of single entry system of Accounting which helps them to prepare the
	accounts from incomplete records.
Textbo	ooks:
1	T.S.Reddy & A.Murthy .Margham publication
2	S.N.Maheshwari, Financial Accounting, Vikas publications, Noida.
3	S.P.Jain &K.L.Narang Financial Accounting -1, Kalyani Publishers, New Delhi.
4	R.L.Gupta V.K.Gupta, Financial Accounting. Sultan Chand, New Delhi.
5	Jonathan E. Duchac, James M. Reeve, Carl S. Warren
Refere	nce Books:
1	Grewal, T.S.:Principles of Accountancy, S.Chand & Co,
2	Guta R.L. & Gupta, V.K.: Financial Accounting, Sultan Chand & Sons.
3	Gupta, R.L. & Radhaswamy: Advanced Accountancy, Sultan Chand & Sons.
4	Jain & Naurang: Advanced Accounts, Kalyani Publishers.
5	Shukla & Grewal: Advanced Accounts Vol.I, S.Chand & Co.,
Web R	lesources
1	https://sitacnz.libguides.com/Accounting/Web_Resources
2	https://www.investopedia.com/terms/f/financialaccounting.asp

	PO1	PO2	PO3	PO4	PO5	<b>PO6</b>	<b>PO7</b>	PO8	PSO1	PSO2	PSO3
C01	3	3	3	3	3	3	3	3	3	3	2
CO2	3	3	3	3	3	2	3	3	3	2	3
CO3	3	2	3	2	3	3	3	3	3	2	3
CO4	3	2	3	2	3	3	2	3	3	2	2
CO5	3	2	3	3	3	3	3	3	2	3	3
Total	15	12	15	13	15	14	14	15	14	13	13
Average	3	2.4	3	2.6	3	2.8	2.8	3	2.8	2.6	2.6

										Mark	S		
Cour: Code	se e	Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total	
24UEC	CS11	BASIC PRINCIPLES OF ECONOMICS (Non- Major Elective)	SEC - 1	1	1	0	0	2	2	25	75	100	
		Lea	arning O	bjec	tives	5	•					•	
LO1	To provide knowledge with the basics concepts of Economics, importance and Problems												
LO2	To understand about some magnitudes in the basic concepts of consumer activity												
LO3	То	analyze the understanding Levels	s of variou	s pri	ce de	term	inati	ons ir	n comp	petition			
LO4	То	analyze the understanding Levels	s of variou	is pri	ce de	term	inati	ons ii	n comp	petition			
LO5	To know about process of money value and measurements												
Unit			Conte	ent								Hours	
1	Concepts of Economics           Meaning and Definition of Economics- Nature and Scope of Micro Economics           - Positive and Normative Economics - Resources Allocation - Economic           problems - Divisions of Economics.										6		
2	Consumer BahaviourMeaning and Definitions of Utility: Total Utility and Marginal Utility - Cardinal & Ordinal utility: Law of Diminishing Marginal Utility - Consumer surplus and Consumer's Equilibrium - Demand and Law of demand - Types of Demand and kinds of Elasticity demand.									6			
3	M M Pe Pe Sh co	arket structure eaning and Features of Mark rfect competition - Short and rfect competition - Imperfect c ort and Long term price deter mpetition, Duopoly and Oligop	et - Perf d Long competition mination poly.	fect term on: N und	com pri Aonc er th	petit ce d opoly ne M	ion: leter / and lono	Ch mina d its poly	aracte tion charac - Mo	eristics under t cteristic mopolis	of he s - tic	6	
4	Concepts of Macro Economics         Meaning, Importance and scope of Macro Economics - Economic system -         National Income, basic concepts of National Income and significance of         National Income - Measurement of National Income - Unemployment and its         types.									n - of its	6		
5	Basics of Monetary EconomicsMoney: Meaning and Evolution of Money: Barter system - Functions of money- Money supply and its determination - Control of money supply - Inflation andDeflation - Reserve Bank of India.									6			
				Tot	al							30	

CO	Course Outcomes
CO1	Understand the basic concepts to identify the Economics subject
CO2	Analyze how the consumer behave in a society and realize the Price determination
CO3	Know the knowledge of Market and its function
CO4	Understand the Economy role with different issues like National Income measurement
CO5	Understand about Monetary and Government activities together
Textbo	oks:
1	Gregory Mankiw (2012), Principles of Microeconomics Cengage India.
2	Case & Fair, Principles of Economics Myeconlab series 8 <sup>th</sup> Edn.
3	Ahuja, H L, (2010),"Modern Economics", 15th Revised Edition, S. Chand & Company Ltd., New Delhi
4	Jhingan M.L. (2008), "Monetary Economics", Vrinda Publication (P) Ltd., Delhi-32
5	Sundharam, K.P.M. (2000), Money, Banking and International Trade, Sultan Chand & Sons, New Delhi
Refere	nce Books:
1	Robert Pindyck and Daniel L.Rubinfield,(2001) Micro Economics,Macmillan.
2	M.L. Jhingan – Modern Micro Economics (Fourth Edition) (2012) - Virnda Publication Pvt Ltd
3	Ben S.Bernake – Principles of Micro Economics (2001) - MC Graw Hill Education
4	H.L. Ahuja, Macro Economics: Theory and Policy S.Chand, 2016
5	Paul, R.R. (2011), Monetary Economics, Kalyani publications, New Delhi.
Web R	esources
1	https://www.economicsnetwork.ac.uk
2	https://neconomides.stern.nyu.edu/networks/micnotes/micnotes.pdf
3	https://open.umn.edu/opentextbooks/subjects/economics
4	https://economics.mit.edu
5	www.rbi.org.in

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
C01	3	3	3	3	3	3	3	3	3	3	3
CO2	3	3	3	3	2	3	3	3	3	3	3
CO3	3	3	3	2	3	3	3	3	3	3	2
CO4	3	3	2	3	3	3	3	3	2	3	3
CO5	3	3	2	3	2	3	3	3	3	3	3
Total	15	15	13	14	13	15	15	15	14	15	14
Average	3	3	2.6	2.8	2.6	3	3	3	2.8	3	2.8

3 – Strong, 2- Medium, 1- Low

										Mark	S		
Cour Cod	rse le	Course Name	Category	L	Τ	Р	S	Credits	Hours	CIA	External	Total	
24UE0	CS12	DEMOGRAPHY	SEC-2	1	0	1	0	2	2	25	75	100	
		Lea	rning O	bject	tives	5							
LO1	To understand the meaning and scope of demography												
LO2	To discuss the basic concepts of demographic measurements.												
LO3	To describes the concepts of urbanisation and migration												
LO4	To evaluate the international aspects of population growth and tis environment												
LO5	To analyse the trends in population policy in India												
Unit	Content												
1	Intr Mea The Den	Introduction         Meaning Scope of Demography – Components of Population Growth –         Theories of Population: Malthusian Theory, Optimum Theory and Theory of         Demographic Transition.         Birth Bate, Death Bate and Fertility										6	
2	Cen Hea and Dea Rep	sus Data - Life Tables: Meani lth in India – Temporal and S Death Rate- Age Specific Bir th Rates –Fertility – Total Fer roduction Rate	ing and U patial Va th and De tility Rat	vses - riatio eath e – (	– Re on in Rate Gros	prod 1 Sex 28 – S 8 Rej	ucti Rat Stano prod	ve ar ios – dardi luctic	d Chi Crude zed B on Rat	ld e Birth irth and e – Net	l	6	
3	Mig Mig Urb	gration and Urbanisation gration and Types of Migra anisation on Population – Rec	ntion - H ent Trend	Effec ls in	ts o Mig	of M ratio	ligra n.	tion	–Urb	anisatio	on,	6	
4	Orbanisation on Population – Recent Trends in Migration.         Population Trends         Population Trends – International Aspects of Population Growth and         Distribution – Population with comparing other countries-Environment Pattern         of Age and Sex Structure in Developed and Developing Countries – Age         Pyramids and Projections									6			
5	Population Policy in India           Population Policy in India and its Evaluation – Population and Strategies for           Human Development of Different Social Groups – National Population           Commission – Demographic Dividend – National Youth Policy.										6		
				Tot	al							30	

СО	Course Outcomes
CO1	Describe the various theories of Population Growth
CO2	Understand Demographic Indicators
CO3	Assess the causes and impact of Migration on rural-urban population distribution
CO4	Analyse the major demographic trends and their determinants
CO5	Evaluate Population Policy of India and analyse recent trends.
Textbo	oks:
1	Jhingan, M. L, B.K. Bhatt, J.N. Desan (2003) Demography, Vrinda Publications, New Delhi
2	Rajendra K. Sharma (2007), Demography and Population Problems, Atlantic Publishers and Distributors Pvt. Ltd.
3	Jennifer Hickes Lundquist, Douglas L. Anderton and David Yaukey, "Demography: The Study of Human Population", Waveland Press Inc, 2015
4	Dudley L. Poston, Jr. and Leon F. Bouvier, "Population and Society: An Introduction to Demography", Cambridge University Press, 2015
5	Richard.K Thomas, "Concepts, Methods and Practical Applications in Applied Demography", Springer, 2018
Refere	nce Books:
1	Agarwala S.N. (1985), India's Population Problem, Tata McGraw-Hill, Bombay.
2	Bhende, A. and T.R. Kanitkar (1982), Principles of Population Studies, Himalaya Publishing House, Bombay.
3	Bogue, D.J. (1969), Principles of Demography, John Wiley, New York
4	Sarah Harper (2018), Demography: A Very Short Introduction, Oxford Press 2018.
5	Peter R. Cox, Demography- 5 <sup>th</sup> Edition, Cambridge University Press.
Web 1	Resources
1	https://data.worldbank.org/indicator/SP.POP.TOTL
2	https://www.iom.int
3	https://censusindia.gov.in
4	https://www.nationalgeographic.org/encyclopedia/demography

	PO1	PO2	PO3	PO4	PO5	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	PSO1	PSO2	PSO3
C01	3	3	3	3	3	3	3	3	3	3	3
CO2	3	3	3	3	3	3	3	3	3	2	3
CO3	3	3	3	3	3	3	2	3	3	3	2
CO4	3	3	3	3	3	3	3	3	3	3	3
CO5	3	3	3	3	2	3	3	3	3	3	3
Total	15	15	15	15	14	15	14	15	15	14	14
Average	3.00	3.00	3.00	3.00	2.8	3.00	2.8	3.00	3.00	2.8	2.8

										Mark	S		
Cour Cod	se le	Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total	
24UEC	F11	COMPUTER APPLICATIONS IN ECONOMICS Foundation Course	FC	1	0	1	0	2	2	25	75	100	
		Learn	ing O	bjec	tives	5							
LO1	To know the basic concepts of Computer Applications												
LO2	To apply the MS office and its basic operations												
LO3	То	describes the data processing tech	hnique	es us	ing v	vario	us N	IS of	fice o	peration	ns		
LO4	Tog	gain knowledge on application of	f MS I	Exce	1								
LO5	To know mathematical and statistical functions for Economic Analysis												
Unit	Content												
	Inti	roduction to Computers											
1	Computer and Peripherals: Meaning, Types, Features and Limitations– Basic Components – Input and Output Devices – Primary Memory and Secondary Storage – Computer Software– Types – Malicious Software –Operating Systems: Functions and Types.									6			
2	MS Win For Pres Exc	Office adows Explorer - MS Word: matting – Text Creation of T sentation- Creating, Opening an el: Work Sheet and Work Book-	Basic Fables d Savi Open	c O and ing S ing a	pera I Vo Slide and H	tions olum shov Form	in es - v an attir	Wo MS Ind An Ing.	ord – S Pov nimati	Editin wer Po ions - N	g– int AS	6	
3	Dat Dat File App Ret	a Processing a Processing Techniques using – Types of Data – Data Entry pending and Cascading – Closing rieval.	MS E – File g and A	xcel e Ha Attri	: Co ndlii bute	ncep ng a Con	t of nd C trols	Data Dpera S – D	a – R ations- ata St	ecord a -Openir orage a	nd 1g, nd	6	
4	Introduction to MS ExcelCalculation Operators: Arithmetic Operators – Comparison Operators– Logical Operations- Excel Tool Bars- Formatting of Text, Tables andGraphs.									s.	6		
5	Application of MS Excel in Statistics and EconomicsDescriptive Statistics: Mean, Median, Mode and Standard Deviation Variance-Index Numbers and Growth Rates - Demand Function - Supply Function,Production Function and Consumption Function - Demand for and Supply ofMoney- Correlation - Regression.									6			
								<u>.</u>		Total		30	

СО	Course Outcomes
CO1	Understand basic components of Computer and its functions.
CO2	Gain Knowledge of MS Office.
CO3	Outline data processing techniques of MS Excel.
CO4	Understand basic Operation in MS Excel.
CO5	Apply MS Excel in Statistics and Economics.
Textbo	oks:
1	Hem Chand Jain and H.N.Tiwari (2019) Computer Applications In Business ,5 <sup>th</sup> Edition Taxmann Publication.
2	Dhanasekaran.K( 2010) Computer Applications In Economics Vrinda Publications.
3	Asthana and BrajBhushan (2007):Statistics for Social Sciences (with SPSS Applications).
4	Dan Kookin, "Word for Dummies", Wiley, 2021
5	Joseph Muller, "Statistical Analysis with Excel For Dummies", Wiley, 2008
Refere	nce Books:
1	Oscar Afonso, Paulo B. Vasconcelos, Computational Economics: A Concise Introduction, Routledge; 1 <sup>st</sup> Edition
2	Alexis Leon and Mathews Leon; (2001), Introduction to Computers with Ms-Office 2000.McGraw Hill Education
3	Greg Harvey, PhD, (2007) Microsoft Office Excel 2007 For Dummies, Wiley Publishing.
4	Kerns (1992) Essentials of Microsoft Windows, Word and Excel, Prentice Hall
5	Kavindra Kumar Singh (2014) Computer Applications in Management Dream Tech
Web R	esources
1	https://www.excel-easy.com/basics.html
2	https://excelchamps.com/excel-basics
3	https://edu.gcfglobal.or/en/topics/excel
4	https://trumpexcel.com/learn-excel
5	https://www.simplilearn.com/learn-ms-excel-free-training-course-skillup

	PO1	PO2	PO3	PO4	PO5	PO6	<b>PO7</b>	PO8	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	3	3	3
CO2	3	3	3	3	3	3	3	3	3	3	3
CO3	3	3	3	3	3	3	2	3	3	2	3
CO4	3	3	3	3	3	3	3	3	3	3	3
CO5	3	3	3	3	3	3	3	3	3	3	3
Total	15	15	15	15	15	15	14	15	15	14	15
Average	3.0	3.0	3.0	3.0	3.0	3.0	2.8	3.0	3.0	2.8	3.0

3 – Strong, 2- Medium, 1- Low

## 1<sup>st</sup> YEAR: SECOND SEMESTER

		1		Mar			Marks						
Cours Code	e Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total		
24UEC	C21 MICRO ECONOMICS II	Core -3	3	1	2	0	5	6	25	75	100		
	Learning Objectives												
LO1	To the knowledge of the students about the market structures.												
LO2	To analyze the monopoly and	price disc	crim	inat	ion	in th	ne ma	rket	-				
LO3	To probe the monopolistic and	l other co	mpe	etitio	ons								
LO4	To enrich the students about the Th	neories of l	Distr	ibuti	on								
LO5	To understand the concepts of Gen	eral Equili	briur	n, Ef	ficie	ncy a	and W	elfar	e Eco	nomic	cs		
Unit		Content	,							H	Iours		
	Perfect Competition												
	Classification of Markets –	Features	of	Pe	rfec	t C	ompe	etitic	on –				
1	Equilibrium condition under	the mark	et i	n Si	hort	-Rı	ın an	d L	ong-		10		
Run period – Price Taker of the Firm – Influence of equilibrium in										18			
	Firm and Industry and changes of Demand & Supply in the Market												
	Monopoly and Price Discrimination												
	Definition and Meaning of Mo	nopoly -	feat	ures	s – I	Barri	iers to	o En	ntry o	f			
2	firm – Demand and Marginal R	evenue -	Equ	ilib	rium	unc	ler M	ono	poly -	_	18		
2	Welfare cost – Price Discrimi	nation in	Mo	onop	oly	and	its 1	Deg	rees -	_	10		
	Dumping - Comparison of	Monopol	y a	nd	Con	npet	itions	-	Profi	t			
	Maximization - Policies to Cont	trol Monc	poly	у.									
	Monopolistic and Oligopoly C	ompetiti	on										
	Features of Monopolistic C	ompetitio	n—	Pr	odu	ct l	Differ	enti	ation-	_			
3	Market Equilibrium in Short R	lun and L	ong	Ru	n – (	Groi	ıp an	d In	dustr	У	18		
	Equilibrium– Excess Capacity	-Oligopo	oly –	- Ki	nke	1 De	emano	d Cı	urve -	-	10		
	Price Leadership - Duopoly Mo	dels.											
	Distribution Theory				D			-		G			
4	Functional and Personal Distrib	ution - N	/larg	ginal	Pro	duc	tıvıty	The	eory o	of	18		
-	Distribution – Rent Theories:	Ricardia	n 1	heo	ry -	- W	age	The	ories	-			
	Interest Theories: J.M. Keynes -	– Profit T	heoi	nes.									
	General Equilibrium & Welfa	re Econo	mic	s									
5	Meaning of General Equilibrium	m – Effic	ienc	y	Impo	ortar	nce of	f We	elfare	_	18		
	causes and Economics: W	Velfare	e C	riter	rion	- N	Iarke	t Fa	ilure	-			
	Solutions - Externalities.												
	Т	<b>`otal</b>									90		

СО	Course Outcomes
CO1	Understand the market structure and equilibrium conditions in Perfect Competition.
CO2	Clear Knowledge about Monopoly market and important activity in the market
CO3	Analyze the Market Equilibrium under Monopolistic, Oligopoly and Duopoly Models.
CO4	Know the importance of theories of Distribution.
CO5	Evaluate the aspects of General Equilibrium and Welfare Economics.
Textbo	oks:
1	Robert Pindyck and Daniel L.Rubinfield,(2001) Micro Economics,Macmillan.
2	Hal R. Varian (2004), Intermediate Micro Economics East-West Press: New Delhi.
3	Walter Nicholson and Christopher Snyder, Micro Economic Theory - Basic Principles and Extensions, Cengage Learning India Pvt, Ltd, 12th Edition, 2016.
4	Paul Krugman and Robin Wells, Micro Economics, Worth Publishers, 2020.
5	Paul Samuelson William .d. Nordhaus, "Economics", 19th Edition Mc GrawHill, New Delhi, 2011.
Referen	nce Books:
1	Koutsoyiannis (2003), Modern Microeconomics, Palgrave Macmillan (UK) 2 <sup>nd</sup> Edition.
2	John Sloman. "Economics", Pearson Education, India, 2011.
3	Karl.E.Case, Ray.C.Fair; "Principles of Economics "; Pearson 2012.
4	Mansfield, Edwin and Yohe, Gary (2010): Microeconomics 4 <sup>th</sup> ed, Viva-Norton Indian Edition
5	Debes Mukherjee, "Essence of Micro and Macro Economics", New Central Book Agency; 3rd Revised edition edition (1 January 2010)
Web re	sources:
1	http://open.umn.edu/opentextbooks/subjects/economics

	PO1	PO2	PO3	PO4	PO5	PO6	<b>PO7</b>	PO8	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	2	3	3	3	3	2
CO2	3	3	3	3	2	3	3	3	2	3	3
CO3	3	3	3	3	3	3	2	3	3	3	3
CO4	3	3	3	3	3	2	3	3	3	3	3
CO5	3	3	3	3	3	3	2	3	3	2	3
Total	15	15	15	15	14	13	13	15	14	14	14
Average	3.0	3.0	3.0	3.0	2.8	2.6	2.6	3.0	2.8	2.8	2.6

## 1<sup>st</sup> YEAR: SECOND SEMESTER

			~							Mark	s	
Cour Cod	ese e	Course Name	Categor		Т	Р	S	Credits	Hours	CIA	CIA External	
24UEC	C22	STATISTICS FOR ECONOMICS II	Core-4	3	1	1	0	4	5	25	75	100
		Lea	rning O	bject	tives	5						
LO1	Точ	understand the various method	ds of inde	x nu	mbe	ers ar	nd it:	s app	licatio	ons		
LO2	To analyze the components and measurement of time series data											
LO3	Tol	know the theories of probabili	ty and its	app	licat	ions						
LO4	To	probe the research design and	sampling	g met	hod	s						
LO5	To a	acquire knowledge on the app	lication o	f tes	t of ]	Нуро	othe	sis in	Rese	arch		
Unit			Conte	ent							]	Hours
1	Index NumbersIndex Numbers – Methods – Unweighted and Weighted Index Numbers –Aggregate and Relative Index Numbers – Chain and Fixed based IndexNumbers – Test of Adequacy of Index Numbers – Applications.Chapter: 13, Page No. 321-331, 334-344.											12
2	Tin Def Sen Cha	ne Series Analysis inition– Components and M ni Average, Moving Averages apter: 12, Page No.295-299, 5	easureme and Met <b>301-310.</b>	ent– hod	Gra of Lo	phic east (	Me Squa	ethod ares	- Me Applie	ethods of cations.	of	12
3	The Intro Mul and Cha	eory of Probability oduction to Probability – ltiplication Theorem – Binor Applications. apter: 14,15,16,17 Page No.3	Theoren nial, Pois 7 <b>0-374</b> , 4	ms sson <b>109-</b> 4	of and <b>425,</b>	Prob Nor <b>426</b> -	abil mal • <b>437</b>	ity: – Pı <b>7, 438</b>	Addit ropert 2-455.	tion an ies- Use	ıd es	12
4	Sampling         Sampling – Census and Sample Method – Theoretical Basis of Sampling –         Methods of sampling – Random and Non –Random Sampling - Size of Sample         – Merits and Limitations of Sampling-Applications         Chapter: 4 Page No. E-4.1 – E-4.21										12	
5	Testing of HypothesisHypothesis Testing – Meaning, Types, Sources and Functions of Hypothesis – Test: Null and Alternative Hypothesis - One way and Two way ANOVA.Chapter: 22 Page No.22.1-22.29									12		
										Τσ	otal	60

CO	Course Outcomes
CO1	Gain Knowledge on the Index Numbers
CO2	Analyze the importance of Time Series Data and its measurement
CO3	Understand the knowledge of Probability
CO4	Identify the various Sampling Methods
CO5	Acquire Knowledge on Hypothesis Testing
Textbo	oks:
1	Dr.P.R.Vittal, Business Mathematics and Statistics, Margham Publications, Chennai, 2006. (Unit – 1,2,3 &5)
2	Dr.S.P Gupta, Statistical Methods, Sultan Chand & Sons, 1994. (Unit - 4)
Refere	nce Books:
1	R.S.N. Pillai & V. Bagavathi, Statistics: Theory and Practice, S.Chand & Company Ltd. New Delhi, 2012
2	Anderson, Sweeney and Williams, Statistics for Business and Economics, Cengage, 2012
3	Prof S.G. Vekatachalapathy and Dr.H.Premraj, Statistical Methods, Margham Publications, 2018.
4	Morris H.De Groot Mark J. Schervish, Probability and Statistics, S. Chand and Co, 2020.
5	Sancheti and Kapoor, Statistics, Sultan & Sons New Delhi, 2015.
Web re	esources:
1	https://stattrek.com/statistics/resources
2	https://www.cuemath.com/data/f-test/
3	https://www.statistics.com/
4	https://thisisstatistics.org/students/
5	https://oli.cmu.edu/courses/probability-statistics-open-free/

	PO1	PO2	PO3	PO4	PO5	PO6	<b>PO7</b>	PO8	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	3	3	3
CO2	3	3	3	3	3	3	3	3	3	3	3
CO3	3	3	3	3	3	3	3	3	3	3	3
CO4	3	3	3	3	2	3	2	3	3	3	3
CO5	3	2	2	2	3	2	3	3	3	3	3
Total	15	14	14	14	14	14	14	15	15	15	15
Average	3.00	2.8	2.8	2.8	2.8	2.8	2.8	3.00	3.00	3.00	3.00

## 1<sup>st</sup> YEAR: SECOND SEMESTER

											Mark	5
Cour Cod	se le	Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total
24UEC	421	FINANCIAL ACCOUNTING II	EC - 2	2	1	2	0	4	5	25	75	100
		Lea	rning O	bjec	tives							
LO1	1 To understand the preparation of Branch accounts.											
LO2	To Understand the allocation of Expenses under Departmental Accounts.											
LO3	Prep	pare different kinds of account	ts such as	Hir	e pu	rchas	se					
LO4	Gair	n an understanding about part	nership ad	ccou	nts r	elati	ng to	o Ad	missic	on and re	etirem	ent.
LO5	Provides knowledge to the learners regarding Partnership Accounts relating to dissolution offirm.											
Unit			Conte	ent							]	Hours
1	Branch AccountsBranch – Dependent Branches: Accounting Aspects - Debtors system - Stockand Debtors system – Distinction between Wholesale Profit and Retail Profit– Independent Branches (Foreign Branches excluded)										15	
2	Dep Dep Dep Acc	partmental Accounts partmental Accounts: Basis opartmental Transfer at Cost or ount.	f Allocat Selling P	ion c rice.	of Ex Prej	pens parat	ses– tion	Inte of Pı	r- ofit a	nd Loss		15
3	Hire Hire Defa betv	e Purchase System e Purchase System – Account ault and Repossession - Hire I ween Hire Purchase and Instal	nting Tre Purchase ment Sys	eatme Trad tem	ent - ling .	- Ca Acco	lcul ount	atior – Di	of In fferen	nterest ces	-	15
4	Partnership Accounts – I         Partnership Accounts: Fundamentals of Partnership - Partnership deed –         Admission of a Partner – Revaluation Account – Goodwill- Methods of         valuation of Goodwill-Preparation of Balance Sheet after admission - Partners         Capital Account – Retirement of a Partner – Death of a Partner.									15		
5	Par Diss to p of p	<b>tnership Accounts – II</b> solution of Partnership - Meth partners– Realization account artners (Garner Vs Murray).	ods – Pre – Prepa	epara ratio	ation n of	casl Bal	n aco ance	coun e Sh	t and set -1	settleme hsolven	ent cy	15
									T	OTAL		75
THEO	RY 20	% & PROBLEMS 80%										

СО	Course Outcomes
CO1	Prepare Branch accounts
CO2	Prepare Departmental Accounts
CO3	Evaluate the Hire purchase accounts and Instalment systems
CO4	Understand the accounting treatment for admission and retirement in partnership
CO5	Know Settlement of accounts at the time of dissolution of a firm.
Textbo	oks:
1	T.S. Reddy& A. Murthy, Financial Accounting, Margam Publishers, Chennai.
2	R.L. Gupta and V.K. Gupta, "Financial Accounting", Sultan Chand, New
	Delhi.
Referen	nce Books:
1	Dr. S.N. Maheswari: Financial Accounting, Vikas Publications, Noida.
2	Dr. Venkataraman& others (7 lecturers): Financial Accounting, VBH, Chennai.
3	Dr.Arulanandan and Raman: Advanced Accountancy, Himalaya publications, Mumbai.
4	Tulsian, Advanced Accounting, Tata MC. Graw hills, India.
5	Charumathi and Vinayagam, Financial Accounting, S.Chand and sons, New Delhi.
6	Radhaswamy and R.L. Gupta: Advanced Accounting, Sultan Chand, New Delhi.
7	S P Jain and K. L. Narang: Financial Accounting- I, Kalyani Publishers, New Delhi.
Web re	sources:
1	https://www.investopedia.com/terms/b/branchaccounting.asp#:~:text=Key%20Takeaways,
	Branch%20accounting%20is%20a%20bookkeeping%20system%20in%20which%20separate
	<u>%20accounts, for%20a%20designated%20accounting%20period.</u>
2	https://www.freshbooks.com/enza/hub/accounting/departmental_accounting?srsltid=AfmB
	OorIMJqQMGUF2ugNgPZ4Jz4r1BLzL2_UVo_9amczrvwmMipsa6
3	https://fincent.com/glossary/hire-purchase
4	https://blog.ipleaders.in/legal-consequences-of-admission-or-retirement-of-partners/

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
C01	3	2	3	3	2	3	2	2	3	2	2
CO2	3	2	3	3	3	2	2	2	3	2	2
CO3	3	2	2	3	3	2	2	2	3	2	2
CO4	3	2	3	3	2	2	2	2	3	2	2
CO5	3	3	3	3	3	3	3	3	3	3	3
Total	16	11	14	15	14	12	11	11	15	11	11
Average	3.2	2.2	2.8	3.0	2.8	2.4	2.2	2.2	3.0	2.2	2.2

## 1<sup>st</sup> YEAR: SECOND SEMESTER

	Marks											
Cour Cod	rse le	Course Name	Category	L	Т	Р	S	Credits	Hours	CIA	External	Total
24UEC	CS21	BUSINESS COMMUNICATION	SEC -3	1	0	1	0	2	2	25	75	100
		L	earning O	bjec	tives	5						
LOI	То	enable the students to know	about the p	orinc	iples	, obj	ectiv	ves a	nd im	portanc	e of	
LOI	com	munication in commerce, ad	dvancemen	t in	com	mun	icati	on.		_		
LO2	To develop the students to understand about exports and imports in trade enquiries											
LO3	To	make the students aware abo	out various	type	s of	busiı	ness	corre	espon	dence.		
LO4	To develop the students to write business reports.											
LO5	To enable the learners to update with various types of interviews											
Unit	Content											Hours
1	Introduction to Business CommunicationImportance of Effective Communication - Barriers to Communication -Modern Communication Methods - E- Communication - Podcast, VirtualMeetings - Business Letters: Need - Functions - Layout - GlobalCommunication- Characteristics of Verbal Non-Verbal Communication.Trade EnquiriesExports and Imports - Balance of payments - Trade Enquiries - Orders and										6	
3	<ul> <li>– C</li> <li>Ban</li> <li>Life</li> <li>Cor</li> <li>spec</li> </ul>	Collection Letters – Sales Le king & Insurance Corresp king Correspondence – In- e and General Insurance – respondence –Types – Lett cimen – cancellation, acknow	etters – Cir ondence surance Co Fire Insur ters to edit wledgemen	orres cance tors	rs – ponc e – 1 – A fusal	Quot dence Mari pplic l and	tatio e – ine l catio exe	ns – Diffe Insur n foi cutio	erence ance anpo n of c	rs. e betwe – Ager pintmen prder.	een ncy nt -	6
4	Secretarial Correspondence           Company Secretarial Correspondence – Duties of Secretary – Classification of           Secretarial Correspondence – Specimen letters – Agenda and Minutes of           Report writing – Types of Reports –Preparation of Report Writing.									6		
	Inte	erview Preparation										
5	Application Letters – Preparation of Resume – Interview: Various InterviewsTechniques – Creating & maintaining Digital Profile – Strategic importance ofE- communication - Business Report presentation.									6		
										Te	otal	30

СО	Course Outcomes
CO1	Acquire the basic concept of business communication.
CO2	Exposed to effective business letter styles
CO3	Paraphrase the concept of various correspondences.
CO4	Prepare Secretarial Correspondence like agenda, minutes and various business reports.
CO5	Acquire the skill of preparing an effective resume.
Textbo	ooks:
1	Kathiresan and Dr. Radha, Business Communication, Prasanna Publishers and Distributors, Triplicane, Chennai.
2	Gupta and Jain, Business Communication, Sahityabahvan Publication, NewDelhi.
3	K.P. Singha, Business Communication, Taxmann, New Delhi.
4	R. S. N. Pillai and Bhagavathi. S, Commercial Correspondence, Chand Publications, New Delhi.
5	M. S. Ramesh and R. Pattenshetty, Effective Business English andCorrespondence, S. Chand & Co, Publishers, New Delhi.
Refere	nce Books:
1	V.K. Jain and Om Prakash, Business communication, S.Chand, New Delhi.
2	Rithika Motwani, Business communication, Taxmann, New Delhi.
3	Shirley Taylor, Communication for Business-Pearson Publications - New Delhi.
4	Bovee, Thill, Schatzman, Business Communication Today - Pearson Education, Private Ltd- NewDelhi.
5	Penrose, Rasbery, Myers, Advanced Business Communication, Bangalore.
6	Dr. K. Sundar, Business Communication, Vijay Nicole Print.
Web re	esources:
1	https://studiousguy.com/business-communication/
2	https://www.managementstudyguide.com/business_communication.htm

	PO1	PO2	PO3	PO4	PO5	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	PSO1	PSO2	PSO3
C01	3	3	3	3	3	3	3	3	3	3	3
CO2	3	3	3	3	3	3	3	2	3	3	3
CO3	3	3	3	3	3	3	3	3	3	2	3
CO4	3	3	3	3	2	3	3	3	3	3	2
CO5	3	3	3	3	3	3	3	3	2	3	3
Total	15	15	15	15	14	15	15	14	14	14	14
Average	3.0	2.8	3.0	3.0	2.8	3.0	3.0	2.8	2.8	2.8	2.8