



SHIVAJI UNIVERSITY, KOLHAPUR-416 004. MAHARASHTRA

PHONE : EPABX-2609000 website- www.unishivaji.ac.in

FAX 0091-0231-2691533 & 0091-0231-2692333 – BOS - 2609094

शिवाजी विद्यापीठ, कोल्हापूर – 416004.

दुरध्वनी (ईपीएबीएक्स) २६०९०००० (अभ्यास मंडळे विभाग- २६०९०९४)

फॅक्स : ००९१-०२३१-२६९१५३३ व २६९२३३३.e-mail:bos@unishivaji.ac.in

Ref./SU/BOS/Comm/6312

Date:- 22/06/2018

The Principal
All Affiliated (Commerce) Colleges/ Institutions,
Shivaji University, Kolhapur.

Subject: Regarding syllabi and equivalence of B.Com. Part- I (Sem. I & II)
Choice Based Credit System (CBCS), degree programme under
the Faculty of Commerce & Management.

Sir/Madam,

With reference to the subject mentioned above, I am directed to inform you that the university authorities have accepted and granted approval to the revised syllabi and equivalence of B.Com. Part-I (Sem. I & II) Choice Based Credit System (CBCS) under the Faculty of Commerce & Management.

1	Business Communication	9	Hindi
2	Micro Economics	10	Urdu
3	Management Principles & Applications	11	Kannada
4	Financial Accounting	12	Business Mathematics
5	Principles of Marketing	13	Insurance
6	History of Civilization	14	Geography
7	Marathi	15	Foreign Trade
8	Global Finance		

This revised syllabi and equivalence shall be implemented from the academic year 2018-2019 (i.e. from June 2018) onwards. A soft copy containing the syllabus is attached herewith and it is also available on university website www.unishivaji.ac.in. (Online Syllabus).

The question papers on the pre-revised syllabi of above mentioned course will be set for the examinations to be held in October /November 2018 & March/April 2019. These chances are available for repeater students, if any.

You are therefore, requested to bring this to the notice of all Students and Teachers concerned.

Thanking you,

Yours faithfully,

Dy. Registrar

Encl: As above

Copy to;

- | | | | |
|---|--|---|-----------------|
| 1 | Dean, Faculty of Commerce & Management | } | for information |
| 2 | Chairman, BOS under Faculty of Commerce & Management | | |

- | | | | |
|----|--------------------------------|---|---------------------------------------|
| 3 | Appointment Section | } | for information and necessary action. |
| 4 | P.G. Admission Section | | |
| 5 | B.Com. Section | | |
| 6 | Affiliation Section (U.G./P.G) | | |
| 7 | Computer Centre | | |
| 8 | Eligibility Section | | |
| 9 | Distan Education | | |
| 10 | P.G.Seminer Section | | |

SHIVAJI UNIVERSITY, KOLHAPUR.



Estd 1962
NAAC 'A' Grade
Syllabus For

Bachelor of Commerce
B.Com. Part-I
CBCS Pattern
Sem-I & Sem-II

Introduced from June 2018 and Onwards

(Subject to the modifications will be made from time to time)

Shivaji University, Kolhapur
B.Com. Part I – Ability Enhancement Compulsory Course
(Compulsory English) (CBCS)
English for Business Communication

Detailed Syllabus
June 2018 onwards

Course Objectives:

1. To acquaint students with communication skills.
2. To inculcate human values among the students through poems and prose.
3. To improve the language and business competence of the students.

Semester –I (Paper-A)

Module - I

- A) Developing Vocabulary
- B) On Smiles – A. G. Gardiner**

Module - II

- A) Description
- B) The Unknown Citizen - W. H. Auden**

Module - III

- A) Narration
- B) Panch Parameshvar - Premchand**

Module - IV

- A) **Kabuliwala** - Rabindranath Tagore
- B) Offering in the Temple** - Desika Pillai
- C) Felling of the Bunyan Tree** - Dilip Chitre

Division of Teaching hours (Total 60 Periods)

1. Communication Skills: 3 X 12 = 36 periods
2. Reading Comprehension: 6X4 = 24 periods

Pattern of Question Paper

SEMESTER I (Paper – A)

Total Marks: 50

Que. No.	Sub. Que.	Type of Question	Based on Unit	Marks
Q.1	A	Four multiple choice questions with four alternatives to be set.	Prose and poetry units.	04
	B	Answer in one word/phrase/sentence each. (Skimming and scanning questions to be set).	Prose and poetry units.	04
Q.2	A	Answer the following questions in 3 to 4 sentences each (4 out of 6)	Prose and poetry units.	08
	B	Write short notes on the following in about 7 to 8 sentences each (3 out of 5)	Prose and poetry units.	09
Q.3	---	Do as directed. 4 different exercises to be set for 2 marks each.	Module I - A	08
Q.4	A	I) Describing places/daily routine II) Describing objects / persons (5 marks each).	Module II - A Description	10
	B	Question to be set on Narration	Module III - A	07

Shivaji University, Kolhapur
B.Com. Part I – Ability Enhancement Compulsory Course
(Compulsory English) (CBCS)
English for Business Communication

Detailed Syllabus
June 2018 onwards
Semester –II (Paper – B)

Module - V

- A) Business Correspondence
- B) Why does the child Cry – Mulk Raj Anand**

Module - VI

- A) Telephonic Communication
- B) The Necklace - Guy de Maupassant**

Module - VII

- A) English for Specific Purposes
- B) I Thank You God – Bernard Dadie**

Module - VIII

- A) **War** - Luigi Pirandello
- B) **The Cuckoo** - William Wordsworth
- C) **Let Me Not....** - William Shakespeare

Division of Teaching (Total 60 Periods)

1. Communication Skills: 3 X 12 = 36 periods
2. Reading Comprehension: 6X4 = 24 periods

Pattern of Question Paper

SEMESTER II (Paper – B)

Total Marks: 50

Que. No	Sub. Que	Type of Question	Based on Unit	Marks
Q.1	A	Four multiple choice questions with four alternatives to be set.	Prose and poetry units.	04
	B	Answer in one word/phrase/sentence each. (Skimming and scanning questions to be set).	Prose and poetry units.	04
Q.2	A	Answer the following questions in 3 to 4 sentences each (4 out of 6)	Prose and poetry units.	08
	B	Write short notes on the following in about 7 to 8 sentences each (3 out of 5)	Prose and poetry units.	09
Q.3		Questions to be set on Business Correspondence	Module V - A	10
	A	Question on Business / Mass Communication letters (5 marks)		
	B	Question on Social Communication letters. (5 marks)		
Q.4	A	Question to be set on Telephonic Communication	Module VI -A	08
	B	Question to be set on English for Specific Purposes	Module VII-A	07