

SHIVAJI UNIVERSITY, KOLHAPUR

Department of Economics

Revised Syllabus of Post Graduate

Diploma in Economics

to be Introduced from June 2015

**PROSPECTUS & SYLLABUS
FOR**

Post Graduate Diploma in Economics

- 1. Post Graduate Diploma in Foreign Trade**
- 2. Post Graduate Diploma in Corporate Governance**
- 3. Post Graduate Diploma in Agri-Business**
- 4. Post Graduate Diploma in Quantitative Techniques
and Computer Application**
- 5. Post Graduate Diploma in Financial Markets**
- 6. Post Graduate Diploma in IPR**
- 7. Post Graduate Diploma in Urban Banking**
- 8. Post Graduate Diploma in Co-operative
Management**

PROSPECTUS & SYLLABUS

Post Graduate Diplomas in Economics

1. Introduction:

The new vistas of knowledge have compelled the world to adopt holistic approach in every branch of life. The traditional courses designed to provide specialization in particular area has lost touch with practical dimensions of the problems and hence the product of such a pattern student could not get its appropriate position in the labor market. The flux of unemployed youth is increasing in number by leaps and bounds in one hand and dearth of knowledgeable and pragmatic people on the other suggests some serious inadequacy in the knowledge industry. This gap is the result of our present educational system where different streams of knowledge are treated separately as a watertight compartment. It has harmed the society in general and student community on particular.

On this background, the Department of Economics has come out with a solution in terms of “Post Graduate Diploma Courses”. The courses designed to bridge the gap between academic and professional needs on one hand between demand and supply of skills on the other.

In the wake of globalization and liberalization, the demand for business executives specialized in the field of co-operative business, corporate governance, international business, agribusiness, IPRs, future and forward training, computer application, quantitative technique, co-operative banking, and Financial services has been growing along with the increase in demand for academicians, researchers in these fields. Development in the respective areas on the one hand and the consequential impact of the same on India’s economic activities in the other hand, call for an increasingly professional approach and business environments. Radical changes have been taking place in the techniques and approaches in the above mentioned areas. The courses are expected to meet the emerging requirements of the industry, banking services market and co-operatives by producing the trained post – graduate students.

2. Objective of the P. G. Diploma Courses

1. The course is designed to introduce recent developments in the field having professional and practical significance.
2. The course will help the administrators, entrepreneurs, policy makers to manage their units more professionally and competitive way.
3. The students opting for the bridge courses will be more employable compares to their other compared to their other friends who have not pored for such courses.
4. The courses will help in setting the bridge between professionalism along with academic excellence. The synergy if academic excellence and professionalism will benefit the student and society.

3). Course structure:

I) Post Graduate Diploma in Foreign Trade

DFT-1:	International Business Information, Strategy and Policy.
DFT-2:	Quantitative Technique and Computer Application.
DFT- 3:	International Marketing and Export Business.
DFT-4:	International Trade, Procedures, Documentation and Logistics.
DFT-5:	India's Foreign Trade.
DFT-6:	Short Dissertation - 50 Marks
	Seminar - 25 Marks
	Viva Voce - 25 Marks
	Total - 100 Marks

Each paper from DFT -1 to DFT- 5 is of 100 Marks

II) Post Graduate Diploma in Corporate Governance

DCG -1:	Corporate Sector in India
DCG -2:	Corporate Governance
DCG -3:	Corporate Laws
DCG -4:	Corporate Finance
DCG -5:	Corporate Strategy and policy
DCG -6:	Short Dissertation - 50 Marks
	Seminar - 25 Marks
	Viva Voce - 25 Marks
	Total - 100 Marks

Each paper from DCG -1 to DCG- 5 is of 100 Marks

III) Post Graduate Diploma in Agri – Business

DAB -1:	Introduction to Agri-Business	
DAB -2:	Management of Natural Resources	
DAB -3:	Farm Management	
DAB -4:	Marketing of Agricultural Produce	
DAB -5:	Institutional Framework for Agri-Business	
DAB -6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DAB -1 to DAB- 5 is of 100 Marks

IV) Post Graduate Diploma in Quantitative Techniques and Computer Application

DQTC- 1:	Basics of Research Methodology	
DQTC- 2:	Quantitative Techniques in Research - I	
DQTC- 3:	Quantitative Techniques in Research - II	
DQTC- 4:	Time series analysis	
DQTC- 5:	Computer Application	
DQTC -6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DQTC -1 to DQTC- 5 is of 100 Marks

V) Post Graduate Diploma in Financial Market

DFM -1:	Money Market	
DFM -2:	Capital Market	
DFM -3:	International Financial Markets	
DFM -4:	Corporate Finance	
DFM -5:	Insurance and Investment	
DFM -6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DFM -1 to DFM- 5 is of 100 Marks

VI) Post Graduate Diploma in IPRs

DIPR- 1:	Introduction to IPR	
DIPR- 2:	IPR in Industrial Activities	
DIPR- 3:	IPR in Agriculture Sector	
DIPR- 4:	IPR in Service Sector	
DIPR- 5:	Institutional/Legal Arrangement of IPR's	
DIPR- 6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DIPR -1 to DIPR- 5 is of 100 Marks.

VII) Post Graduate Diploma in Urban Co-Operative Banking

DUB-1:	Co-Operative Thoughts and Administration	
DUB-2:	Urban Credit Movement in India	
DUB-3:	Urban Banking- I	
DUB-4:	Urban Banking- II	
DUB-5:	Risk and Financial Management	
DUB-6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DUB -1 to DUB- 5 is of 100 Marks.

VIII) Post Graduate Diploma in Co-operative Management

DCM-1:	Co-Operative Thoughts and principles	
DCM-2:	Co-Operative Movement in India	
DCM-3:	Co-Operative Law and Administration	
DCM-4:	Co-Operative Movement in Foreign Countries	
DCM-5:	Co-Operative Movement in Maharashtra	
DCM-6:	Short Dissertation	- 50 Marks
	Seminar	- 25 Marks
	Viva Voce	- 25 Marks
	Total	- 100 Marks

Each paper from DCM -1 to DCM- 5 is of 100 Marks.

4). Nature of course Curriculum:

The courses mentioned above are the Post Graduate Diploma Courses in Economics. Graduate student of any faculty or studying in P. G. courses of any Faculty can also simultaneously complete one of the courses during his/ her study in any Post Graduate Department. The idea behind this is that student when enters into the labor market with a basic P. G. Degree and P.G. Diploma in one of the professions can get potential opportunities of employment and entrepreneurship in the market. The time table is adjusted with the student's academic engagements.

An employed person can also complete one of the professional courses provided is employers allow to do so.

5). Duration:

The Post Graduate Diploma Courses will be 25 weeks duration commencing from August to February. The course curriculum will be conducted in both morning and evening sessions on holidays (Saturday and Sunday).

6). Eligibility:

Graduate of any faculty from any recognized university in India and abroad are eligible to seek admission to the one year full time course, provided they satisfy the following conditions.

1. They should have secured at least 45 percent in aggregate at their Degree level(40 percent for backward community students)

7). Admission procedure:

1. All applications received will be secured as per the eligibility criteria.
2. Eligible candidates will be given academic rating based in the past Performance.
3. List of the candidatures provisionally selected for the programme will be based on the overall performance and as per the reservation policy of the state Government and the rule of University.

8). Fee Structure:

• For Regular P. G. Students of Shivaji University, Kolhapur.	Rs.
• For other students and office bearers.	Rs.
• Foreign Students.	Rs.

10). Intake Capacity:

The intake capacity to each course is 50, out of which 50 percent will be drawn from employed persons if required.

11). Medium of Instructions:

The medium of instruction for the courses shall be in English.

12). Award of Diploma:

The student shall be eligible for the award of the respective Diploma after he/she has successfully completed all the prescribed course programme and has secured a minimum of credits in each papers and 5 credits aggregate in all papers.

13). Maximum time Limit for Completing the course programme:

It is mandatory on the part of the each student to complete the whole programme within a period of '3' years from the date of admission to these courses.

14). Courses faculty:

The Economic Department has qualified and experienced faculty with specialization in diversified areas. The Department can draw on guest faculty comprising specialists from business enterprises, Government organizational, institute and other Department in the University.

15). Disciplinary rules as per Maharashtra University Act, 1994 and Shivaji University applies.

SYLLABUS

P. G. DIPLOMA IN FOREIGN TRADE

Paper – I: International Business Information Strategy and Policy (100 marks)

Unit I: Sources of Business Information

Unit II: Fundamental Concepts of Information System: Management information system (MIS)- Concept and definition - Structure of MIS, decision making process, Concept of information, MIS – a tool for information process

Unit III: Overview of Information Technology: Overview of HW, overview of SW, Overview of Telecommunication, Overview of Database Management; Internet and E-commerce; intranets and Extranets; MIS for Strategic advantage.

Unit IV: Information for International Business and E-Commerce: Managing IT for Global environment: new plants for its implementation, matching IT plans with BIS, Security and ethical challenges. Commerce and World wide Web, e-commerce towards customer orientation, electronic Payments, some case studies.

References

1. James A. O'Brien, Management Information system, McGraw Hill International edition, 1999/2000
2. Gordon B. Davis and Margreth H. Olson, Management Information System – Conceptual foundation, Structure and Development, McGraw Hill, 1999/2000
3. Kalkota Ravi and Winston B. Andrew, Frontiers of Electronic Commerce, Addison Wesley, International Student edition, 1999/2000
4. Saddagoppan, Management Information Systems, Prentice Hall of India, EEE, 1999/2000
5. Jawadekar, W. S., Management Information Systems, Tata McGraw Hill, New Delhi, 1999/2000
6. Vladimir Zwass, Foundations of Information Systems, McGraw Hill International Edition, 1998

Paper – II: Quantitative Techniques and Computer Application (100 marks)

Unit I: Application of Quantitative Techniques for Economics: Central tendency, Dispersion, Correlation and Regression, Index numbers, Time series.

Unit II: Introduction to Computer System: Hardware and software, Input devices, Central Processing Unit, Output devices.

Unit III: Disk Operating System: Functions of DOS and Windows, DOS commands, Windows (Main Menu), Word, Excel, Power Point, SPSS, Application Software's, Excel & SPSS.

Unit IV: Computer Programme in 'C'

References

1. Levin and Rubin (1997), Business Statistics
2. Zammeruddin and V. K. Khanna, Mathematics for Commerce and Economics
3. Kernighan & Ritchie, The 'C' Programming Language PHI 1997
4. M. Cooper, The spirit of 'C' A Jaico Book Publishing House

Paper – III: International Marketing & Export Business (100 marks)

Unit I: Understanding Marketing and The Marketing Process: Marketing in changing world, Strategic Planning and the Marketing Process, the Market Environment.

Unit II: Analyzing Marketing Opportunities: Marketing Research and Information System : Consumer Markets and Consumer Buyer Behaviour; Business Markets and Business Buyer Behaviour

Unit III: The Cultural Environment of Global Market.

Unit IV: Assessing Global Market Opportunities: International Marketing Research, Emerging Markets; Multinational Market Regions and Market Groups

References

1. Philip Kotler and Gam Armstrong – Principles of Marketing PHI, New Delhi, 7th Edition
2. Bower Thill and Houston, Marketing Management'
3. William J. Stanton Michael J. Etzel, Bruce J. Walker, Fundamentals of Marketing, McGraw, 9th Edition, International
4. Philip R. Cateora and John L. Graham, "International Marketing", McGraw Hill, International
5. Kirpani, V. H., International Marketing, PHI India
6. Francis Cherunilam, International Marketing, Himalaya Publishing House

Paper – IV: International Trade: Procedures, Documentation & Logistics (100 marks)

Unit I: International Market Entry – Strategies, Significance of Documentation and related procedures, Organization structure for International Business.

Unit II: Distribution Logistics: International channel system, trends in world Market, Global business logistics- concept, components, management and Planning; case study.

Unit III: Export Policy and Procedures: Preliminaries, knowledge of promotion Agencies; Document related to goods, Invoices, certificate of origin etc, Packing and making, quality control and pre-shipment inspection- Export Cargo Procedures for all means of Transport: Excise clearance, customs Formalities, Exchange control regulations (FEMA).

Unit IV: Export Finance and -Commerce: Institutional arrangements, Risk in Foreign Trade - Economic, Environmental, Political and Financial risks, Documents related to payment- letter of credit Bill of Exchange etc. The E-commerce; Internet and Global Logistics; Recent developments in International logistics, case studies.

References

1. Ministry, Commerce and Industry, Hand Book of Procedures, Volume I & II, GOI, New Delhi, 2000.
2. Mahajan, Guide to Export Policy, Procedures and Documentation
3. Ballun, R. H., Business Logistics Management, Prentice Hall International, Inc., 1999-2000.
4. Keegan, W. J., Global Marketing Management, Prentice Hall of India, 1999
5. Young, G., The New Export Marketer, Kogen Page Ltd., 1999-2000
6. Arora, R. S., Practical Guide to the Foreign Trade of India, National Publishing House, New Delhi, 2000.
7. Cherunilam, F., International Marketing, Himalaya Publishing House, 1999

Paper – V: India's Foreign Trade (100 marks)

Unit I: Recent trends in India's Foreign Trade: The changing composition; the directional pattern; The structure and equilibrium in India's Balance of Payments.

Unit II: The Trade Control in India: The import and export control orders; The Import export licensing system.

Unit III: Import Substitution and Export Promotion Policies: Export Incentives, EXIM Bank of India; EXIM policy; WTO and India. The Infrastructural support for export promotion; The policy making body, Export Development Authorities; Specific service institutions.

Unit IV: Multilateralism and Bilateralism in India's International Business: The Foreign Investment Policy; Indian Joint Ventures abroad; External Debts, International liquidity management, Future of India's Trade Policy; Convertibility of rupee - partial and full convertibility; Second Generation Reforms

References

1. Verma, M. L., Foreign Trade Management in India, Vikas Publishing House, New Delhi, 1999-2000.
2. Verma, M. L., International Trade, Vikas Publishing House, New Delhi, 1999-2000.
3. Terence J. Byres (ed.), The State Development Planning and Liberalization in India, Oxford University Press, New Delhi, 1997.
4. Srinivasan, Developing Countries and Multi Lateral Trading System, Oxford University Press, New Delhi, 1998.
5. Gupta, S. P., Post Reform India, Emerging Trends, Allied Publishers, 1998.
6. Misra, S. K. and Puri, V. K., Indian Economy, Himalaya Publishing House, Bangalore, 2000.
7. RBI Exchange Control Manual, 1999-2000.
8. Ministry of commerce and Industry, Export and Import Policy, GOI, New Delhi, 2000.
9. Ministry of Finance, Economic Survey, GOI, New Delhi, 1999-2000.
10. WTO Trade Policy Review, Geneva, 2000.

Paper – VI: Short Dissertation	: 50 Marks
Seminar	: 25 Marks
Viva-Voce	: 25 Marks
Total	: 100 Marks

P. G. DIPLOMA IN CORPORATE GOVERNANCE

Paper – I: Corporate Sector in India (100 marks)

Unit I: Emergence of corporate Sector as business units; Managing Agency System and its defects; Corporate Sector growth in India, Corporate Objectives and ethos

Unit II: Private Corporate Sector – Board Structure and Control dynamics, Role of MD

Unit III: Public Corporate Sector; Board Structure and control dynamics, Role of MD: Government and Corporate Sector interrelations; Large Industrial houses and control of monopoly

Unit IV: Corporate Planning- Concept, need, NEP and Corporate Sector in India

References

1. Sarkar, Jayati and Subrata Sarkar (1999), Large Shareholder Activism in Corporate Governance in Developing Countries : Evidence from India : Discussion Paper No. 153, IGIDR
2. Datt & Sundharam, Indian Economy, S. Chand & Company Ltd. New Delhi, 2003.
3. Various Issues of Quarterly Journal of Economics
4. Various Issues of The Journal of Finance
5. Various Issues of The Journal of Financial Economics
6. Misra, Puri (2002), Indian Economy, Himalaya Publishing House.

Paper – II: Corporate Governance (100 marks)

Unit I: The Fundamentals of Corporate Governance: The Ownership Structure, The Structure of Company Boards, The Financial Structure, The Institutional Environment, Objectives of Corporate firm

Unit II: The Indian Corporate Sector- Cooperatives and corporate Governance, Urban Co-operative Banks and corporate Governance; Sugar Cooperatives and Corporate Governance

Unit III: Institutions of Corporate Governance; Companies Act; Voting Rights, Board of directors; Remuneration of directors; Removal of Directors, Annual General Meeting; The Companies Bill; Capital Market; The Market for Corporate Control; Nominees on Company Boards.

Unit IV: Corporate Governance: India – The Current Scenario- Introduction, Performance of Different Ownership Groups; Extent of Shareholding and Performance; Directors' Shareholding and Company Value, Foreign Equity and Company Value; The Dual Effect of Debt and Equity Holding by Financial Institutions; Emerging Policy Issues, Role of Information, Communication & Technology in Corporate Governance

References

1. Berle, Adolf and Gardiner Means (1932), The Modern Corporation and Private Property, New York, Macmillan.
2. Blair, Margaret (1995), Ownership and Control: Rethinking Corporate Governance for the Twenty first Century, Washington, DC, The Brookings Institutions.
3. Confederation of Indian Industry (CII) (1998), Desirable Corporate Governance: A Code, New Delhi, CII.
4. Kaplan, Steven (1997), Corporate Governance and Corporate Performance : A Comparison of Germany, Japan and the US : in D. H. Chew (ed.), Studies in International Corporate Finance and Governance systems, New York, Oxford University Press.

5. Rajiv Gandhi Institute for Contemporary Studies (1998), Corporate Governance and Ethics, Conference Papers and Proceedings, New Delhi, RGICS
6. Various Issues of The Journal of Finance
7. Various Issues of The Journal of Financial Economics
8. P. V. Kulkarni & s. P. Kulkarni (1991) Corporate Planning – A Business Policy, Himalaya Publishing House

Paper – III: Corporate Laws (100 marks)

Unit I: Company Law – Registration and Incorporation, Memorandum of Association

Unit II: Securitization Act – Articles of Association, Shareholders, Directors, Meetings, Dividends, Borrowings, types of Company, Reconstruction, Amalgamation, winding up

Unit III: Consumer Protection Act

Unit IV: FEMA, 1999 and SEBI – 1992

References

1. Rajiv Gandhi Institute for Contemporary Studies (1998), Corporate Governance and Ethics, Conference Papers and Proceedings, New Delhi, RGICS
2. Sarkar, Jayati and Subrata Sarkar (1999), Large Shareholder Activism in Corporate Governance in Developing Countries : Evidence from India : Discussion Paper No. 153, IGIDR
3. World Bank (1997), World Development Report, 1997, Washington, DC.
4. Confederation of Indian Industry (CII) (1998), Desirable Corporate Governance: A Code, New Delhi, CII.
5. Various Issues of Quarterly Journal of Economics
6. Various Issues of The Journal of Finance
7. Various Issues of The Journal of Financial Economics

Paper – IV: Corporate Finance (100 marks)

Unit I: Corporate Finance - Need, types and Sources.

Unit II: Capital market and money market; Instruments of finance, Venture capital

Unit III: Capital Budgeting, Valuation of equity shares, fundamental analysis, technical analysis, International Financial Markets

Unit IV: SEBI- Role and working; Market for government securities; Non banking financial institutions. Credit rating- role of CRISIL

References

1. P. V. Kulkarni & s. P. Kulkarni (1991) Corporate Planning – A Business Policy, Himalaya Publishing House
2. Copeland, T. E. et. al., Financial Theory & Corporate Policy, Addison Wesley Reading.
3. Blair, Margaret (1995), Ownership and Control: Rethinking Corporate Governance for the Twenty first Century, Washington, DC, and The Brookings Institutions.
4. Misra, Puri (2002), Indian Economy, Himalaya Publishing House
5. Datt & Sundharam, Indian Economy, S. Chand & Company Ltd., New Delhi, 2003.

Paper – V: Corporate Strategy and Policy (100 marks)

Unit I: Corporate Strategy – Meaning, Objectives of Corporate Sector

Unit II: Market Structure – Corporate Strategy; Merger, Acquisition, Demerger, Takeover

Unit III: Corporate Planning- Types, Needs, Requisites; Uncertainty and Decision making, Handling, Uncertainty – Centers of Corporate Plans

Unit IV: Strategic Management, Strategy pursued by MNC; Corporate planning in India

References

1. P. V. Kulkarni & s. P. Kulkarni (1991) Corporate Planning – A Business Policy, Himalaya Publishing House
2. Copeland, T. E. et. al., Financial Theory & Corporate Policy, Addison Wesley Reading.
3. Avtar Singh (2001), Company Law, Eastern Books, Lucknow
4. Gupta, N.C., Kauramn (1992), Corporate Financing, New Delhi
5. Mukherjee, (1992), Corporate Planning & Policy, New Central Book Agency, Calcutta

Paper – VI: Short Dissertation	: 50 Marks
Seminar	: 25 Marks
Viva-Voce	: 25 Marks
Total	: 100 Marks

P. G. DIPLOMA IN AGRI-BUSINESS

Paper – I: Introduction to Agri-Business (100 marks)

Unit I: Scope, nature and significance of agricultural business.

Unit II: Agro processing industries- Sugar industries, Oilseeds, Dairy processing, other agri-processing industries

Unit III: Horticulture and Floriculture- importance of horticulture and floriculture processing of horticulture and floriculture, medicinal plants; Mashroom cultivation and sericulture : production, marketing, economics of mashroom and sericulture

Unit IV: Input supply industries- Seeds, Seedling, Fertilizers, Biofertilisers, Pesticides, Implements

References

1. Desai, R. G., Agricultural Economics, Humalaya Pubishing House, Nagpur, 1998
2. Soni, R.N., Leading Issues in Agricultural Economics, Shoban Lal Nagia Chand & Co., New Delhi.
3. Sadhu & Singh, Fundamental of Agricutlural Economics, Himalaya Publishing House,
4. Memoria, C. B., Agricultural Problem of India, Kitab Mahal, New Delhi.
5. Acharya, J., Sericulture and Development, Indian Pub. Distributros, Delhi, 1993.
6. Abdul Aziz and Hanumappa, H.G., Silk Industry, Problem and Prospects, Ashish Publishing House, New Delhi.
7. Various Reports of APEDA, National Horticulture Board (NHB) & Director of Horticulture.

Paper – II: Management of Natural Resources (100 marks)

Unit I: Land Resource: Land utilization, cropping pattern, land degradation, soil salinity, soil testing.

Unit II: Water Resources : Water availability and potentiality, irrigation, well surface, tube wells, canal, Methods of water use : sprinkler, drip, Policies for development of irrigation

Unit III: Fishery Resources : Inland fishery, Marine fishery, production of fishery, Marketing of fishery, Policies for fishery development

Unit IV: Forestry: importance of forestry in economic development, Availability of forestry resources, Forestry based industries, Policies for forestry development, Social forestry and its progress.

References

1. Desai, R. G., Agricultural Economics, Humalaya Publishing House, Nagpur, 1998
2. Soni, R.N., Leading Issues in Agricultural Economics, Shoban Lal Nagia Chand & Co., New Delhi.
3. Memoria, C. B., Agricultural Problem of India, Kitab Mahal, New Delhi.
4. Sadhu & Singh, Fundamental of Agricultural Economics, Himalaya Publishing House,
5. Ruddar Datt and K. P. M. Sundharam, Indian Economy
6. Misra & Puri, Indian Economy

Paper – III: Farm Management (100 marks)

Unit I: Farm Management: Meaning, Definitions, Principles, Production , Farm records, Farm budgeting, , Farm planning; Crop planning : Production, Planning, Resource Planning

Unit II: Production factors : law of return, optimal factor combination; Break even analysis: Concept, Role in farm management

Unit III: Demand Management : Demand forecasting, Determinants of demand for agri products, Regional International dimension of demand, Supply Management : Determinants of supply, Cost concepts

Unit IV: Profitability analysis, Role of IT in management, Management techniques, Labour management, Livestock management, Farm waste management,

References

1. Agricultural Marketing in India : S. S. Acharya and N. L. Agarwal
2. Principles and Practice of Marketing in India: C. B. Memorial and R. L. Joshi
3. Indian Economy, Ruddar Datt and Sundharam
4. Principles and Methods of Farm management, R. K. Tandon and S. P. Dhondyal
5. Principles of Farm Management, Joshi and Kapur.
6. Sadhu & Singh, Fundamental of Agricutlural Economics, Himalaya Publishing House.
7. Singh & Sadhu, Agricultural Problem of India, Himalaya Publishing House
8. Soni, R. N., Leading Issues in Agricultural Economics, Shoban Lal Nagia Chand & Co., New Delhi.

Paper – IV: Marketing of Agricultural produce (100 marks)

Unit I: Marketing functions, Marketing channels, Sale of food grain/fruits and vegetable, standardization of products, Packing and transport

Unit II: Agricultural Regulated Marketing: Functions of regulated marketing, Progress of regulated marketing.

Unit III: Agri Co-operative Marketing: Functions of agri co-op. marketing, Progress of agri co-op. marketing

Unit IV: Foreign trade of agricultural commodities, Export and import.
Crop insurance and Kisan Card

References

1. Desai, R. G., Agricultural Economics, Himalaya Publishing House, Nagpur, 1998
2. Soni, R. N., Leading Issues in Agricultural Economics, Shoban lal Nagia chand & Co., New Delhi.
3. Saxena, H.M., Regulated Agricultural Markets
4. Govil & Tripathi, Agricultural Economy of India
5. Mathur, Co-operation in India
6. Memoria, C. B., Agricutlural Problem of India, Kitab Mahal, New Delhi
7. Acharya S. S. and N. L. Agarwal, Agricultural Marketing in India
8. Ruddar Datt and K. P. M. Sundharam, Indian Economy

Paper – V: Institutional Framework for Agri-Business (100 marks)

Unit I: Institutional Framework of Indian Agriculture: institution of ownership holdings and operational holdings, land tenure system.

Unit II: Progress of land Reform Policy: Land Reform Policy, Ceiling on land holdings, distribution of surplus land.

Unit III: New Economic Policy and Land reforms

Unit IV: Institutional Framework of Asian Countries, Mode of Production.

References

1. Soni, R. N., Leading Issues in Agricultural Economics, Shoban Lal Nagia Chand & Co., New Delhi
2. Sadhu & Mahajan, Technological Change and Agricultural Development in India, Himalaya Publishing House
3. Sindh & Sadhu, Agricultural Problem of India, Himalaya Publishing House
4. Govil & Tripathi, Agricultural Economy of India
5. Memoria, C. B., Agricultural Problem of India, Kitab Mahal, New Delhi
6. Acharya, S. S. and N. L. Agarwal, Agricultural Marketing in India
7. Ruddar Datt and K. P. M. Sundharam, Indian Economy

Paper – VI: Short Dissertation	: 50 Marks
Seminar	: 25 Marks
Viva-Voce	: 25 Marks
Total	:100 Marks

P. G. Diploma in Quantitative Techniques and Computer Application (PGDQTCA)

Paper – I: Basics of Research Methodology (100 Marks)

Unit I: Introduction to Research Methodology- meaning, Objectives, types and significance; Research Problem and design.

Unit II: Techniques of sampling- Census method; Sample Survey- methods of sampling (probability and Non-probability), size of sample.

Unit III: Methods of Data collection- Quantities and Qualitative data: Primary and secondary data; Methods and sources.

Unit IV: Classification and Tabulation of data- Introduction, Meaning; frequency distribution; Graphical Presentation

References:

1. C. R. Kothari, Research Methodology Methods and Techniques (Second Revised Edition, New age International publishers, New Delhi 2011
2. Vijay Upagade & Arvind shende, “Research methodology” S. Chand and Company Limited, New Delhi, 2012
3. S. P. Gupta, “ Statistical Methods” Sultan Chand and sons, new Delh, 2000.
4. Naval Bajpai, “ Business research Methods” Pearson, New Delhi, 2011.
5. Yamane, Taro (1973), Statistics, An Introductory Analysis, Harper and Row (India) and John Weatherhill Inc., Tokyo.
6. (3) Gupta, S. C. (1981), Fundamentals of Statistics, Himalaya Publishing House, Bombay.
7. (4) Elhance, D. N. (1962), Fundamentals of Statistics, Kitab Mahal, Allahabad.

Paper – II: Quantitative Techniques in Research - I (100 Marks)

Unit I: Measures of central tendency- Introduction, Objectives and Types- Mean, Mode and Median

Unit II: Measures of dispersion- Introduction, importance, Methods- Range, Quartiles, Mean Deviation, Standard Deviation

Unit III: Correlation- Introduction, significance and Types; Methods- Graphic method, Karl Pearson's coefficient of Correlation

Unit IV: Regression – Introduction, Uses, Regression Lines and Equations

References:

1. C. R. Kothari, Research Methodology Methods and Techniques (Second Revised Edition, New age International publishers, New Delhi 2011
2. Vijay Upagade & Arvind shende, "Research methodology" S. Chand and Company Limited, New Delhi, 2012
3. S. P. Gupta, "Statistical Methods" Sultan Chand and sons, new Delh, 2000.
4. Naval Bajpai, "Business research Methods" Pearson, New Delhi, 2011.

Paper – III: Quantitative Techniques in Research- II (100 Marks)

Unit I: Hypothesis- Meaning, Basic concepts

Unit II: Testing of Hypothesis- Procedures- types of errors – two-tail test – estimations – Level of significance

Unit III: Parametric Tests – Z-test, T-test, Chi-square test

Unit IV: Non-Parametric Tests - advantages- Rank sum-test (U-test – H-test)

References:

1. C. R. Kothari, Research Methodology Methods and Techniques (Second Revised Edition, New age International publishers, New Delhi 2011
2. Vijay Upagade & Arvind shende, “Research methodology” S. Chand and Company Limited, New Delhi, 2012
3. S. P. Gupta, “ Statistical Methods” Sultan Chand and sons, new Delh, 2000.
4. Naval Bajpai, “ Business research Methods” Pearson, New Delhi, 2011.
5. Yamane, Taro (1973), Statistics, An Introductory Analysis, Harper and Row (India) and John Weatherhill Inc., Tokyo.
6. Gupta, S. C. (1981), Fundamentals of Statistics, Himalaya Publishing House, Bombay.
7. Elhance, D. N. (1962), Fundamentals of Statistics, Kitab Mahal, Allahabad

Paper – 4: Time series analysis (100 Marks)

Unit I: Time Series- Introduction, Definitions, Utility and components

Unit II: Measurements of trends- Graphic method, semi- Average method, moving average method and Least square method

Unit III: Measurement of trends by logarithms - Exponential trends; Growth rates- simple and Compound- fitting trend line

Unit IV: Measurement of variations- seasonal, cyclical, Irregular

References:

1. C. R. Kothari, Research Methodology Methods and Techniques (Second Revised Edition, New age International publishers, New Delhi 2011
2. Vijay Upagade & Arvind shende, “Research methodology” S. Chand and Company Limited, New Delhi, 2012
3. S. P. Gupta, “ Statistical Methods” Sultan Chand and sons, new Delh, 2000.
4. Naval Bajpai, “ Business research Methods” Pearson, New Delhi, 2011.

Paper – 5: Computer application (100 Marks)

Unit I: Introduction to computer- Hardware and software's, input and output devices, CPU

Unit II: Microsoft word & PowerPoint- Main menu,

Unit III: Microsoft Excel- Main Menu; applications of Excel

Unit IV: Uses of SPSS and Eview

References:

- 1) N. M. Downie and R. W. Heath (1970), Basic Statistical Methods, Harper and Row, New York.
- (2) Yamane, Taro (1973), Statistics, An Introductory Analysis, Harper and Row (India) and John Weatherhill Inc., Tokyo.
- (3) Gupta, S. C. (1981), Fundamentals of Statistics, Himalaya Publishing House, Bombay.
- (4) Elhance, D. N. (1962), Fundamentals of Statistics, Kitab Mahal, Allahabad.
- (5) Rajaram,V, (1996), Fundamentals of Computers, Prentice Hall of India, New Delhi.
- (6) Sanders, D. H. (1988), Computer Today, McGraw Hill, New York.
- (7) Sinha, P. K. (1992), Computer Fundamentals, BPB Publications, New Delhi.

Paper – 6: Short Dissertation	- 50 Marks
Seminar	- 25 Marks
Viva voce-	- 25 Marks
Total	- 100 Marks

P. G. Diploma in Financial Markets (PGDFM)

Paper – 1: Money Market (100 Marks)

- Unit I:** Money Market: Role and structure of money market - Instruments of Money Markets; Characteristics of Developed money market – Limitations - Reforms in Indian money market
- Unit II:** Sub Markets of Money market - Call money market, Treasury bill market, Commercial paper, certificate of deposits, Commercial bill market, Discount market - Repo and Reverse repo
- Unit III:** Commercial and central bank - Functions of Commercial Banks – Process of Credit creation – e-banking- Functions of Central Bank – The objectives of the monetary policy - Instruments of monetary policy – Autonomy to central bank
- Unit IV:** Risks and Returns in Banking - Types of risk- Credit risks, Liquidity risks, Interest rate risks, Currency risks - Return on assets, Risk – Return trade off - Management of risks

References:

1. Gordon E. and Natarajan K.. (2010), Financial Markets and Services, Himalaya Publishing House, New Delhi.
2. Mithani D. M. (2012), International Economics, Himalaya Publishing House, New Delhi
3. Bhole, L. M. (1999), Financial Institutions and Markets, Tata McGraw Hill Company Ltd., New Delhi.
4. Bhole, L. M. (2000), Indian Financial System, Chugh Publications, Allahabad.
5. Khan, M. Y. (1996), Indian Financial System, Tata McGraw Hill, New Delhi.
6. Prasad, K. N. (2001), Development of India's Financial System, Sarao & Sons, New Delhi.

7. Verma, J. S. (1989), A Manual of Merchant Banking, Bharat Law House, New Delhi.
8. Niehans, J. (1984), International Monetary Economics, John Hopkins University Press, New York
9. Seth, M. L. (2008), Money, Banking and International Trade, Lakshmi Narayan Agarwal, Agra.
10. Bishop, P. and D. Dixon (1992), Foreign Exchange Handbook, McGraw Hill, New York

Paper – 2: Capital Market (100 Marks)

Unit I: Role and structure of Capital market - Primary and secondary market - Valuation of Securities - SEBI; Role and Working

Unit II: Development Financial Institutions - Development banks – role and functions - Investment banking –IDBI, ICICI, IFCI, SFCs, SIDBI
Financial sector reforms in India

Unit III: Non Banking Financial Institutions - Meaning and types of non-bank financial institutions - Growth and impact – operations – Gurley-shaw – Radcliff-Sayers Thesis - Merchant banking- mutual funds

Unit IV: Derivatives - Derivatives - Meaning, types – Forward, futures, options and swaps - uses and pricing of derivatives

References:

1. **Ti M. Swaminathan, “ Performance of Mutual funda in India” Gyan Publishing House,New Delhi- 2011**
2. Bhole, L. M. (2000), Indian Financial System, Chugh Publications, Allahabad.
3. Khan, M. Y. (1996), Indian Financial System, Tata McGraw Hill, New Delhi.
4. Prasad, K. N. (2001), Development of India's Financial System, Saruo & Sons, New Delhi.
5. Verma, J. S. (1989), A Manual of Merchant Banking, Bharat Law House, New Delhi.
6. Niehans, J. (1984), International Monetary Economics, John Hopkins University Press, New York
7. Seth, M. L. (2008), Money, Banking and International Trade, Lakshmi Narayan
Agarwal, Agra.
8. Bishop, P. and D. Dixon (1992), Foreign Exchange Handbook, McGraw Hill, New York

Paper – 3: International Financial Market (100 Marks)

Unit I: Nature, organization and participants of International Financial Markets –

Exchange rates, devaluation, and depreciation – FEMA

Unit II: Risk hedging and futures in exchange rates – International Financial

Flows, forms and volume - International Liquidity – Post Maastricht

Development - Reforms in International monetary system for developing Countries; IMF

Unit III: Functions and operation of World Bank - Working of IDA and IFC –

Asian Development Bank and its lending activities - Growth of Regional financial institutions

Unit IV: The Theory of optimum currency areas - Euro-dollar and Euro-Currency markets: role and regulation.

References:

1. Verma, J. S. (1989), A Manual of Merchant Banking, Bharat Law House, New Delhi.
2. Niehans, J. (1984), International Monetary Economics, John Hopkins University Press, New York
3. Seth, M. L. (2008), Money, Banking and International Trade, Lakshmi Narayan Agarwal, Agra.
4. Bishop, P. and D. Dixon (1992), Foreign Exchange Handbook, McGraw Hill, New York
5. Gordon E. and Natarajan K.. (2010), Financial Markets and Services, Himalaya Publishing House, New Delhi.
6. Mithani D. M. (2012), International Economics, Himalaya Publishing House, New Delhi

7. Bhole, L. M. (1999), Financial Institutions and Markets, Tata McGraw Hill Company Ltd., New Delhi.
8. Bhole, L. M. (2000), Indian Financial System, Chugh Publications, Allahabad.
9. Khan, M. Y. (1996), Indian Financial System, Tata McGraw Hill, New Delhi.
10. Prasad, K. N. (2001), Development of India's Financial System, Sarao & Sons, New Delhi.

Paper – IV: Corporate Finance (100 marks)

Unit I: Need of finance, types of finance, Sources of finance – Portfolio investment – FDI and FII

Unit II: Capital market and money market, Instruments of finance – Cost of capital- Venture capital, Leasing Finance, Hire purchase

Unit III: Capital Budgeting - Methods; Pay back , Net present value , Average rate of return , Internal rate of return - fundamental analysis – technical analysis.

Unit IV: Ratio Analysis – Meaning and significance – Current ratio – Liquidity ratio – Capital-equity ratio – Debt equity ratio – Net profit ratio

References:

6. P. V. Kulkarni & s. P. Kulkarni (1991) Corporate Planning – A Business Policy, Himalaya Publishing House
7. Copeland, T. E. et. al., Financial Theory & Corporate Policy, Addison Wesley Reading.
8. Blair, Margaret (1995), Ownership and Control: Rethinking Corporate Governance for the Twenty first Century, Washington, DC, and The Brookings Institutions.
9. Misra, Puri (2002), Indian Economy, Himalaya Publishing House
10. Datt & Sundharam, Indian Economy, S. Chand & Company Ltd., New Delhi, 2003.

Paper – 5 Insurance and Investment (100 Marks)

Unit I: Introduction to insurance- meaning and Role – social vs private insurance, life vs non life insurance, Significance of insurance, fundamentals of uncertainty and risk

Unit II: Essentials of life insurance- Fundamentals of life insurance – functions – Plans of life insurance –legal aspects of life insurance; Essentials of Health insurance- Fundamentals of health insurance – uses and types – principles of undertaking – group insurance

Unit III: Investment of insurance companies- IRDA – Insurance companies investment in capital market- Role of insurance in economic development

Unit IV: Concepts of general insurance; indemnity, Insurable interest, Utmost good faith, physical and moral hazard – Marketing of general Insurance; Reinsurance_ concept and types

References:

Bailey, R. (Ed.) (199), Underwriting in Life and Insurance, LOMA, Atlanta, Ga.

2) Bhole, L. M. (1990), the Indian Financial System, Tata McGraw Hill, New Delhi.

3) Bickelhaupt, D. L. (1992), General Insurance, Irwin Inc., Burr. Ridge, Ill.

4) Black, K. Jr. and H. D. Skipper Jr. (2000), Life and Health Insurance, Prentice Hall, Upper Saddle River, New Jersey.

5) Finsinger, J. and M. V. Pauly (Eds.) (1986), The Economics of Insurance Regulation: A Cross National Study, Macmillan, London.

6) Graves, E. E. and L. Hayes (Eds.) (1994), McGill's Life Insurance, The American College Blyn Mawr, Pa.

7) Head, G. L. and S. Horn II (1991), Essentials of Risk Management, Volume I, Insurance Institute of America, Malvern, Pa.

8) Skipper, Jr. H. D. (Ed.) (1998), International Risk and Insurance: An Environmental Managerial Approach, Irwin McGraw Hill, Boston.

- 9) Tacchino, K. B. and D. A. Little (1993), Planning for Retirement Needs, The American College, Bryn Mawr, Pa.
- Elliot, M. W., B. L. Webb, H. N. Anderson and P. R. Kensicki (1995), Principles of Reinsurance, Insurance Institute of America, Malvern, Pa.
- 6) Friedman, M. and L. J. Savage (1947), the Utility Analysis of Choices Involving Risk, Journal of Political Economy, Vol. 56.
- 7) Ward, G. L., C. C. Lily III, d. S. Malecki and J. S. Rosenbloom (1984), Personal Risk Management and Insurance, Volume I, American Institute of Property and Liability Underwriters, Malvern, Pa.
- 8) William Jr., C. A. M. L. Smith and P. C. Young (1995), Risk Management and Insurance, McGraw Hill, New York.
- 9) Wu, C. and P. Colwell (1988), 'Moral Hazard and Moral Imperative', Journal of Risk and Insurance, Volume 55, No.1.
- 10) Coolier, P. and C. Mayer (1989), Financial Liberalization, Financial Systems and Economic Growth, Oxford Review of Economic Policy, Volume 6, No.4.
- 11) Outreville, J. F. (1990), The Economic Significance of Insurance Markets in Developing Countries, The Journal of Risk and Insurance, Volume 57, No.3.
- 12) Skipper, Jr., H. D. (Ed.) (1998), International Risk and Insurance: An environmental Managerial Approach, Irwin McGraw Hill, Boston.
- 13) United Nations Conference on Trade and Development (1987), The Promotion of Risk Management in Developing Countries, UNCTAD, Geneva.
- 14) Black, K. Jr. and H. D. Skipper Jr. (2000), Life and Health Insurance, Prentice Hall, Upper Saddle River, New Jersey.
- 15) Insurance Institute of India, Life Assurance Underwriting, (IC-22), Mumbai.
- 16) Benjamin, B. (1991), General insurance, Heinemann, London.

Paper – 6 Short Dissertation	- 50 Marks
Seminar	- 25 Marks
Viva voce-	- 25 Marks
Total	- 100 Marks

P. G. DIPLOMA IN IPR MANAGEMENT

Paper – I: Introduction to IPR (100 Marks)

Unit I: Intellectual Property Rights – Meaning – Nature – Scope and Definition.

Unit II: Historical Review of IPR.

Unit III: Types of IPR- National and International.

Unit IV: Legal Aspects of IPRs – National and International.
IPRS in the era of Globalization – Issues and Problems.

References

1. Anderson, R (ed.), Competition Policy and IPRs in the Knowledge Based Economy, Calgary, Alberta Canada, University of Calgary Press, 1998.
2. Beir, F and G. Schriker, From GATT to TRIPS – The Agreement of Trade Related Aspects of IPRs – New York , John Wiley & sons, 1996.
3. Elias Stephen, Patent, Copyright and Trade Mark A Desk Reference to IPRs – Bekeley, California, Nolo Press, 1999.
1. Offices of the International Information Programs US – Department of State : Introduction to Intellectual Property Rights.
2. Gultterman Alan S. & Bentley J. Anderson, Intellectual Property inGlobal Markets: Cambridge, Massachusetts, Kluwer Academic Publishers, 1997.

Additional Reading and Reference material will be recommended by the teachers.

Paper – II: intellectual Property Rights in Industrial Activities (100 Marks)

Unit I: IPRs – Basic concepts and its application to industrial sector.

Unit II: Patents – Historical Review – Basic – States in Patenting – Patent document – Preparation - Enforcements of Patents – Patent Information – Patent Acts; Patenting in India, Europe and USA; Patent Rules

Unit III: IPRs and Technological Transfer and its impact on Industrial Development; IPRs and Role of MNCs in Technological Transfer with special reference to Developing Countries.

Unit IV: Process of Technological Transfer – Material Transfer Agreements – Drafting of MTA, Inventors and Entrepreneurs – role of Venture Capital in financing New Inventions, IPRs in Bio-Tech and Pharmaceutical Industry. Registration of Designs – Significance of Trade Marks, Brand Names, and Logo's in industrial Sales.

References

1. Cornish, W.R., IPRs: Patents, Copyrights, Trade Marks and allied Rights Indian Reprint, 1995, Universal Book Traders, New Delhi.
2. Person, Hilary E. & C. G. Miller, Commercial Exploitation of Intellectual property, Indian Edition, 1994, Universal Book, New Delhi.
3. Wegner, Noel, Licensing Technology, Drafting & Negotiating Agreements, 1994.
4. Byrne, Noel, Licensing Technology, Drafting & Negotiating Agreements, 1994, Stockton Press, USA.

Additional Reference and Reading material will be recommended by the teachers.

Paper – III: IPRs in Agriculture Sector (100 Marks)

Unit I: Intellectual Property Rights – In Historical perspective; Science and Technology and IPRs – International Scenario and Indian Context

Unit II: IPRs and Agricultural Technology – IPRs and Bio Technological Application in Agricultural Technology.

Unit III: Impact of IPRs on the Seed Industry- International Situation – Impact on Indian Seed Industry – Role of Multinational Corporation in Seed and Agricultural Input Supply- Indian Experience

Unit IV: Traditional Knowledge Systems and Need to Protect Traditional Knowledge Systems under new IPR Regime; Agricultural Technology Transfer – Biodiversity – Protection of Farmer's Rights – The Protection of Plant Varieties and Farmers' Right Act 2001

References

1. Mansfield, E., 'Intellectual Property Protection, Foreign Direct Investment and Technology Transfer', Washington DC, the World Bank, 1994.
2. P. Ganguli, Gearing up for Patents – Indian Scenario, Universities Press, Hyderabad, 1998.
3. Beir F. and g. Schricker, From GATTs to TRIPS – The Agreement on Trade Related Aspects of IPRs, New York, John Wiley & Sons, 1996.
4. Akalank Publication, Delhi, the Protection of Plant Varieties and Farmers'.

Paper – IV: IPR and Service Sector (Entertainment, Advertisement, Broadcasting, Film and Music, Publication industry) (100 Marks)

Unit I: IPR – Types, Importance and Significance in relation to Film, Music, Advertisement and Entertainment Sector.

Unit II: IPR Issues in relation to Authors, Publishers, and Internet Publication. IPR and the TV and Broadcasting Media.

Unit III: Copyright Issues related to Sound Recordings, Authorship, Broadcasting Rights, and Artistic Performance, Programme Carrying Signals Transmitted by Satellite

Unit IV: Need for Harmonization of IPR rules related to Service Sector on International Level – Review of Policy Accords (International) – Berne, Geneva Convention, Brussels Convention, WIPO Performance and Phonograms Treaty (1996).

References

1. Baumgartner, John A. & Michael A. Epstein, International Protection of Intellectual Property: Current Issues and Directions: 12th ed. Englewood Cliffs, New Jersey: Prentice Hall Law & Business, 1991.
2. Besenjak, C., Copyright Plain and simple, Franklin Lakes, New Jersey: The Career Press, 1997.
3. Fishman S. & Patti Gima (Ed), The Copyright Handbook : How to Protect & Use Written Works, 4th Ed. Berkeley, California, Nolo Press, 1997.
4. K. Raymond, Internet and the Law: Legal Fundamentals for the Internet Users, Rockville, Maryland, 1997.
5. Wayner, peter, Digital Copyright Protection, San Diego, California: AP Professional (Academic Press) 1997.

Additional References will be provided by the Teachers.

Paper – V: Institutional/Legal Arrangements of IPRs (100 Marks)

Unit I: IPRs – Types – Legal and Legislatives Aspects of IPRs

Unit II: Patents, Copyrights, Trade Marks, Designs, Geographical Indications, Copyrights and Internet, Cyber Laws – Need for Legal Provisions; Study of Patent Acts, Trade Marks Act 1999, Design Act 2000, Copyright Act 1957, The Geographical Indications Act 1999 (with reference to India)

Unit III: International Aspects of IPRs – WIPO and Review of International Treaties and Policy Accords. IPRs in Other Countries – Review of System in USA, Europe (European Patent System)

Unit IV: Institutional Arrangments in India – Registration Process in India – Role of patent offices – TIFAC and Other Agencies.

Reference

1. Epstein Michael A. Modern Intellectual Property, New York, Panel Publisher, 1995.
2. Foster Frank H & Robert L. Shork, Patents, Copyrights and Trademarks, New York, John Wiley & sons, 1993.
3. World intellectual Property Organisation (WIPO), Intellectual Property Reading Material, Geneva: WIPO, 1995.
4. World intellectual Property Organisation (WIPO), Introduction to Intellectual Property: Theory and Practice, Cambridge (MASS) : Kluwer Law International, 1996.
5. Technology Information, Forecasting & Assessment Council (TIFAC), New Delhi, 2002, Various Publications on Copyright and Patents.
6. Akalank Publishers, New Delhi, Trade Mark Act. 1999, Design Act 2000, Patents Act, 1970, Copy Right Act 1957, the Geographical Indications of Goods Act, 1999, the Protection of Plant Varieties and Farmers' Right Act,

Paper – VI: Short Dissertation	: 50 Marks
Seminar	: 25 Marks
Viva-Voce	: 25 Marks
Total	: 100 Marks

P. G. DIPLOMA IN URBAN CO-OPERATIVE BANKING (PGDUB)

PAPER – I Co-operative Thoughts and Administration (100 marks)

Unit I: Evolution of Co-operative principle – Robert Owen, Rochadale pioneers, ICA – Karve Committee and Modified Principles; Co-operative Thoughts of Vaikunha Mehata, D.R. Gadgil, Verese Kurien, Co-operative Values and Identities

Unit II: Co-operative Management - Concept, Definitions, Functions, Features of professional and Financial Management, Function and Powers of General Body, Board of Management, Chairman and CEO, Members Duties, Rights and Responsibilities.

Unit III: Audit and Administration – Objectives, Principle and Definition of Audit – Rights and Liabilities of Co-operative Auditors under Co-op. Societies Act and Rules, Types of Audit(Statutory, continuous and concurrent, Internal, Reaudit and Tax audit) Frauds – Misappropriations and Embezzlement and Special Report, Audit classification, Concept of Performance Audit, Social Audit, Management Audit, EDP Audit.

Unit IV: Co-operative Laws – Maharashtra Co-op. Societies Act, 1960 and Rules as amended. Up-to-date – Salient Features of Multi State Co-operative societies Act 1984 and Rules there under, Indian Contract Act (relevant sections) Indian penal code (section 403 to 411, 415 to 424, 464 ,477)

References

1. Saxena, R, R, Evolution of Co-operative Thoughts
2. Gadgil, D. R. Towards a Co-op. Commonwealth
3. Mehta. V. Towards co-op. Socialist Commonwealth
4. ICA, Review of International Co-operation
5. ICA, Co-op. Management and Administration
6. G.I.P.E, Speeches and Writings of Prof. D. R. Gadgil on Co-operation
7. Goal, S.L. & Goal. B. B, Co-op. Administration
8. Taimani, K.K. Co-op. Management of co-operation

9. Stephenson, Management of Co-operatives
10. Diwedi, Co-operative, value & Identity
11. Mathur, B. S, Co-operation in India
12. Bedi, R. D, Theory, History & Practice of Co-operation
13. Hozela, T. N., Practice of Co-operation
14. Dubhashi, p. R., Principle & philosophy of Co-operation
15. Divekar, G. M, Maharashtra Co-op. Societies Act 1960 Vol. I & II
16. Bare Acts
17. Kapoor, N. D., Business Laws
18. Krishnaswamy, O. R.,Co-op. Accounts
19. Krishnaswamy, O. R.,Co-op. Audit
20. Saxena, S. C., Business Administration & Management
21. Batilboi, J. R., Advanced Accounting
22. Shukla, S. K., Fundamentals of Audits

PAPER – II: Urban Credit Movement in India (100 Marks)

Unit I: Co-op. Finance – Agencies, Structure, Progress, Problems(Rural & Urban)
Role of FI in Fulfilling the urban needs – Role of Urban Credit. Urban Credit – History, Significance, Structure, Growth, Role of Urban Credit in Developing Micro Enterprises &Self employment.

Unit II: Main Recommendations of the following committees

- i) Maclagan Committee
- ii) A. I. R. C. S. 1954
- iii) Committee on Co-op Credit – Mehta Committee
- iv) Madav Das Committee
- v) Marathe Committee
- vi) High Power Committee vii) Proceedings of Standing Advisory committee.

Unit III: Urban Credit and other institutions – District level associations, State level federation, NABCUF, NHB, SIDBI, DICGC, RBI, State Apex Banks, DCCBs.

Unit IV: Role of Training and other Education, Institution – VAMNICOM, ICM, Collage of Agriculture Banking, NIBM, State Co-op Boards with spl. Reference to Maharashtra – District Boards, NCUI.

References

1. Diamond, D. B. & Tolley, G. S. The Economics of Urban Amenities
2. Mills, E, Studies in the Structure in Urban Economy
3. Richardson, H. W, Urban Economics
4. RBI, Publications on Various Committees
5. RBI, Annual Reports, currency and finance, Banking Trends
6. Constitution and New Letters of Various Institution
7. Mathur, B. S. Co-operative Movement in India
8. Bedi, R. D., Theory, History and Practice of co-operation
9. NCUI, Various publications
10. IBA, Various Issues, year Bank Books.

Paper - III: Urban Banking - I (100 Marks)

Unit I: Principle and function of banking, co-operative banking, Special Features, Negotiable Instruments, Cheques, Bills Of Exchange, Promissory Notes. Banker customer relationship, psycho – demographic approach, customer centric Vs business centric approach.

Unit II: Co-operative Banking, agriculture and non- agriculture organization, function of Appex MSCB, DCCB, NHB, MASCARD, RBI functions and role, NABARD, salary Earners co-operative Bank, UCB, RRB objective and functions.

Unit III: RBI Act 1934, Section 17, 18, 54, Banking Regulation Act 1949 (as applicable to co-op. societies) clearing house, Mutual arrangement scheme, FSR, implication on co-op banking, Registration of UCB, its licenses and branches.

Unit IV: Banking and I. T., E-banking, ATM, M-banking

References

1. Banking regulation Act
2. Basu, A. K., Fundamental of banking theory and practice
3. Chsttrtjee, A. , Bank credit Management
4. Chouby, B. N., Principle and practice of co-operative Banking
5. Tanan, M. L., Banking Law and practice in Negotiable instrument India Act
6. Banker books evidence Act
7. RBI, Manual for UCB
8. Karnataka Urban co-operative Banks Federation, Manual for UCB

Paper - IV: Urban Banking - II (100 Marks)

Unit I: Scope and functions of Treasury Management and Cash Management: objectives of treasury – Structure and organization, Responsibilities Functions of Treasury, Centralized Vs Decentralized; Domestic Cash Management, ST/MT functioning, Meaning and importance of cash management, Objectives, cash flow cycle, cash flow budgeting and forecasting, Electronic cash management, MT and LT funding, term loans, Securitization, cost centre, profit centre, planning and control, capital Budgeting.

Unit II: Liquidity management – Objectives – sources- maturity concerns: Protected cash flow and core sources – contingency plans – ST/LT Liquidity – Maturity ladder Limit – Internal control – Information – Netting; Regulation Supervision and compliance – Need and significance – internal and external audit – role of RBI – Exchange control – RBI requirements – recent developments in Central Banks policy framework.

Unit III: Investment, Credit – Project approach and appraisal – technical, financial, commercial social and economic cost benefit analysis – determining bank loan repayment schedule – Assessment of credit needs.

Unit IV: Clearing House, Mutual Arrangement Scheme – Financial Sector Reforms and Urban Banking.

References

1. Tanan, M. L., Banking Law and Practice
2. Basu, A. K., Fundamentals of Banking Theory & Practice
3. Chatterjee, A., Bank Credit Management
4. IBA, Study Material
5. Prasanna Chandra, Managing Investments
6. Verma J. C. Manual of Merchant Banking
7. Alexander Gordon J, Fundamentals of Investments

PAPER – V: Risk and Financial Management (100 marks)

Unit I: Meaning of risk in banking operations – Financial and Non-financial risks – risk process – Key risks in relation to treasury management – Interest rate risk – currency risk – Liquidity risk- Credit risk and operational risk – Relationship with other financial risks.

Unit II: Measurement and control of risk – identifying measures and controlling risks – statistical methods – risk exposure analysis – risk management policies – risk immunization strategies – Fixation and delegation of limits – Different limits – Open position/asset position limits/Deal size/Individual dealers/stop loss limits.

Unit I: Asset liability management, components of assets and liabilities – History of AL Management – Organizational and Functions of ALCO – Management and interest rate exposure/liquidity – Risk adjusted return on capital – Capital adequacy concerns – ALCO Techniques – GAP analysis, Simulation, Duration, Analysis and Linear and other Mathematical Methods.

Unit I: Heading the risk – Forward, Future and Options market, Mechanics of futures, Cash and futures market, Foreign currency future markets, Options market – Option strategies – Heading strategies and arbitrage, Call options and put options – SWAPS and derivatives, Systemic risk – I. T. risks.

References

1. Becon, Conference Volumes
2. IIBs Study material on various subjects
3. IIB, Derivatives
4. IIB, Swap, Futures and Options
5. Samir, K. B., Aruna, Varma, S. R., RAghunathan, V., Port-folio Maagement, Tata McGraw Hill
6. Raghunathan, V., Stock Exchanges & Investments
7. Khan, M. Y., Indian Financial System
8. NIBM, Various Publications.

Paper – VI:	Short Dissertation	-	50 Marks
	Seminar	-	25 Marks
	Viva- Voce	-	25 Marks
	Total		- 100 Mark

P. G. DIPLOMA IN CO-OPRETIVE MANEGEMENT

Paper- 1: Co-operative Thought and Principle (100 Marks)

Unit I: Evaluation of Co-operative Thought: Robert Owen – the Rochdale pioneers- Schhultz Delitsche – Riffeisen – Principles and Value of co-operation. Co-operative Work of Frederick Nicholsin – D. G. Karve , D. R. Gadgil and Vaikunthbhai Mehta.

Unit II: Concept of Co-operative commonwealth - Role of I.C.A. in development of world co-operative Movement – Organization and functions of ICA.

Unit III: Co-operative Management: Definition ad scope of Management – Henry Fayol’s principle of management – Professionalization Managements.

Unit IV: Leadership in Co-operatives – Role of Leadership – Leadership quailities – Leadership development Programme – Human Recourses Management. Accountability and Transparency in co-operative organization – significance of corporate governance.

References

1. Saxena R. K. Evaluation of Co-operative thought
2. Cole, G. D. H. A Century of co-operation
3. Goal, S. L. and Goal, B. B. Co-operative Administration
4. Timani, K. K. Training and Development of Human Resources
5. The Co-operator , NCUI, New Delhi (Monthly)
6. Dwivedi, R. C., Co-operative Identity concepts and Reality, Paramount Publishing House, New Delhi, 1997.

Paper- II: Co-operative Movement in India (100 Marks)

Unit I: Origin of co-operative movement in India – Famine Commission – Mac lagan Committee Report – Main Characteristics of Co- operative Movement in India before Independence.

Unit II: Structure and Functions of agriculture co-operative credit co-operative – Three-tier structure of ST/MT/Credit – Primary agricultural Credit society – DCC Bank - Role of NABARD and NDCD in co-operative movement – BDP– Linking of credit with marketing and processing. Functions of co-operative credit and urban banks- principles of banking – international norms applicable to co-operative banking – credit of viable co-operative credit societies and banks

Unit III: Recent position of co-operative marketing, consumes and sugar co-operatives in Indies – Main defects and problem of each.

Unit IV: New Economic policy: impact if NEP of co-operative movement – such as sugar, dairy, Marketing and Banking.

References

1. Bedi, R. D,. Theory, History and practice of co-operative
2. Puri, S. S. Ends Means of co-operative Development
3. Reddy and Reddy. Co-operative and Rural Development
4. Hejela. T. N., Principles, problem and practice of co-operation
5. Baidyanath Mishra, co-operative movement in movement

Paper – III: Co-operative Law and Administration (100 Marks)

Unit I: History and Features of Co-operative Act of 1904, 1912 and 1925.

Salient Features of Maharashtra Co-operative Societies Act 1960 and Rules of 1961- Section regarding Registration- amendment in Bye – laws – Membership – Members Rights and Duties – Mode of Annual General Meeting – Responsibilities of Management – Duties of Board of Directors (Section 4 to 10, Section 13 and 14, Section 22 to 35)

Unit II: Enquiry and Supervision: Section 83 to 90.

Unit III: Features of Multi State Co-operatives Societies Act: Some important provisions.

Unit I: Indian Contract Act (1872) – some essential provisions applicable to co-operative societies. Agricultural produce Purchase and Sales (Regulated Market) Act, 1963.

References

1. Government of Maharashtra, Maharashtra Co-operative Societies Act, 1960 and Rules 1961.
2. Nki[kkus] egkjk"V^a lgdkjh dk;nk 1960
- 3- tks'kh] egkjk"V^a lgdkjh dk;nk o dkuwu
- 4- egkjk"V^a 'kklu] d`'kh mRiUu cktkj lferh dk;nk 1963

Paper –IV: Co – operatives Movement in Foreign Countries (100 Marks)

Unit I: Development of co-operative movement in England- Consumers co-operatives- Retail and Wholesale – Present position – Causes of success of consumers co-operatives.

Unit II: Agricultural co-operative Credit Societies in Germany- Causes of emergence of agricultural credit co-operatives – Features of Rural and Urban credit Societies. Dairy co-operatives in Denmark's – Features of Dairy co-operatives – Causes of success and lesson to India.

Unit III: Co-operatives Farming societies in Israel – Background of Co-operative farming – types of farming societies – Causes of success.

Unit IV: Service Co-operatives in Japan: Various types of Co-operatives – Causes of success and lesson to India.

References

1. Bedi, R. D., Theory, History and Practice of Co-operation
2. Mahesh Chand : Co-operation in China and Japan
3. Digby, World Co-operative Movement
4. Patnaik and Roy, Co-operation and Co-operative Movement.
5. Hejela, T. N., Principles, problem and practice of Co-operation, Shivdas Agarwal Publication, Agra, 1985.

Paper – V: Co-operative Movement in Maharashtra(100 Marks)

Unit I: Development of Three Tier Agricultural Credit Co-operative- present status and its problems.

Unit II: Non-agricultural credit Co-operative Co-operatives Urban Co-operative credit – Salary earners Co-operative – Present position, Problems and Defects.

Unit III: Dairy Co-operative societies – Development – Present Status – Role of NDDDB in the development of Dairy Co-operatives – Causes of Success of AMUL Milk Union. Organization and functions of Fruits and Vegetable Co-operatives.

Unit IV: Sugar Co-operatives in Maharashtra: Present Status - Problems – Development of Warana Co-operative complex – Lesson from Warana Co-operative complex.

Reference :

1. Bedi, R. D., Theory, History and Practice of Co-operation
2. Mahesh Chand : Co-operation in China and Japan
3. Reddy and Reddy. Co-operative and Rural Development
4. Saxena R. K. Evaluation of Co-operative thought

Paper – VI: Short Dissertation	: 50 Marks
Seminar	: 25 Marks
Viva- Voce	: 25 Marks
Total	: 100 Marks

Question Paper Pattern (Annual Examination)

Time Duration: 3 Hours

Q. No. 1: Write short notes (any two) out of Four 20

Q. No. 2: Answer in Brief (any two) 20

a)

b)

c)

Q. No. 3: Short answer questions (Any Two) 20

a)

b)

c)

Q. No. 4 : Descriptive question 20
or

Descriptive question

Q. No. 5 : Descriptive question 20
or

Descriptive question