



MANONMANIAM SUNDARANAR UNIVERISTY,  
TIRUNELVELI-12

## SYLLABUS

### UG - COURSES – AFFILIATED COLLEGES

Course Structure for B.B.A  
(Choice Based Credit System)

(with effect from the academic year 2021-2022 onwards )



Semester-III				
Part	Subject Status	Subject Title	Subject Code	Credit
III	Core	FINANCIAL ACCOUNTING	CMBA31	4
III	Core	ORGANIZATIONAL BEHAVIOUR	CMBA32	4
III	Core	BUSINESS ENVIRONMENT	CMBA33	4
III	Core	BANKING AND INSURANCE	CMBA34	4
III	Allied	BUSINESS LAW - I	CABA31	3
III	Skill Based Practical - I	COMPUTER APPLICATIONS IN BUSINESS I	CSBAP1	3
IV	Non Major Elective - 1	ECONOMICS FOR COMPETITIVE EXAMINATION - I / அறிமுகத்தமிழ்	CNEC31/ CNTL31	2
IV	Common	YOGA	CYOG31	2



**Total Marks: 100 Internal Exam: 25 marks + External Exam: 75 marks**

**A. Scheme for internal Assessment:**

Maximum marks for written test: **20 marks**

**3 internal tests**, each of **1 hour** duration shall be conducted every semester.

To the average of the **best two** written examinations must be added the marks scored in. The **assignment** for 5 marks.

The break up for internal assessment shall be:

Written test- 20 marks; Assignment -5 marks Total - 25 marks

**B. Scheme of External Examination**

**3 hrs.** examination at the end of the semester

A – Part : 1 mark question two - from each unit

B – Part : 5 marks question one - from each unit

C – Part : 8 marks question one - from each unit

➤ **Conversion of Marks into Grade Points and Letter Grades**

S.No	Marks	Letter Grade	Grade point (GP)	Performance
1	90-100	O	10	Outstanding
2	80-89	A+	9	Excellent
3	70-79	A	8	Very Good
4	60-69	B+	7	Good
5	50-59	B	6	Above Average
6	40-49	C	5	Pass
7	0-39	RA	-	Reappear
8	0	AA	-	Absent

➤ **Cumulative Grade Point Average (CGPA)**

$$CGPA = \frac{\Sigma (GP \times C)}{\Sigma C}$$

- **GP** = Grade point, **C** = Credit
- CGPA is calculated only for Part-III courses
- CGPA for a semester is awarded on cumulative basis

➤ **Classification**

- First Class with Distinction : CGPA  $\geq 7.5^*$
- First Class : CGPA  $\geq 6.0$
- Second Class : CGPA  $\geq 5.0$  and  $< 6.0$
- Third Class : CGPA  $< 5.0$



# FINANCIAL ACCOUNTING

## Course Objective:

To enable students to

1. Understand the significance of accounting concepts and conventions in the preparation and presentation of financial reports.
2. Prepare financial statements of the company.
3. Analyze and interpret financial statements of a company.

## COURSE OUTCOMES:

CO1: Apply accounting concepts and accounting standards in practical situations

CO2: To be familiar with the rules governing accounting transactions.

CO3: Prepare Final accounts to ascertain profit or loss of the business and its financial position

CO4: Critically analyze financial statements of the enterprise , vertically and horizontally for business decision making

CO5: Identify the methods of calculating depreciation charges.

## UNIT – I: INTRODUCTION

Meaning and Scope of Accounting – Need for Accounting – Nature and Objectives of Accounting – Developing of Accounting – Book Keeping and Accounting.  
Accounting Concepts and Conventions – Accounting Standard in India- IFRS.

## UNIT – II: BOOKS OF ACCOUNTS

Double Entry System of Book-Keeping – Journal –Rules of Debit and Credit – Ledger Posting – Rules Regarding Posting – Relationship Between Journal and Ledger – Trial Balance.

## UNIT – III: SUBSIDIARY BOOKS

Benefits- Basic Documents-Preparation of Purchase Book, Sales Book-Purchase Return Book-Sales Return Book-Cash Book-Single, Double and Triple Column Cash Book-Petty Cash Book.

## UNIT – IV: FINAL ACCOUNTS

Manufacturing Account–Trading Accounts – Profit and Loss A/C - Balance Sheet – Adjustment entries.



**UNIT – V:DEPRECIATION ACCOUNTING**

Meaning – Causes – Objectives – Methods of Depreciation – Reserves and Provisions.  
(Marks: Theory 40% and Problems 60%)

**TEXT BOOKS:**

1. Gupta, R.L. and Radhaswamy M., Financial Accounting,– Sultan and Chand Sons – New Delhi.
2. Maheswari, S.N and Maheshwary, S.K., Fundamental of Accounting, Vikas Publications.

**REFERENCE BOOKS:**

- I. T.S.Reddy & Y.Hariprasad Reddy, Financial & Management Accounting, Margham Publications, Chennai
- II. M.C.Shukla, T.S.Grewal & S.C.Gupta, Advanced Accounts, S.Chand, New Delhi
- III. S.Pandian, Accounting for Managers, Ane Book Pvt.Ltd, New Delhi
- IV. R.S.N.Pillai & Bagavathi, Management accounting, S.Chand, New Delhi
- V. P. C. Tulsian, Financial Accounting – Pearson Education, New Delhi

**WEB RESOURCES:**

1. <https://www.swayamprabha.gov.in/>
2. <https://swayam.gov.in/>
3. <https://epgp.inflibnet.ac.in/>
4. <https://www.icaai.org/>

**MAPPING-COURSE OUTCOME WITH PROGRAMME SPECIFIC OUTCOME**

CO/PO & PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	S	M	L	L	M	S	M	L	M	L
CO 2	M	S	L	S	M	S	M	M	L	L
CO 3	S	M	M	L	S	S	S	M	M	L
CO 4	S	M	L	L	M	S	S	L	M	L
CO 5	S	M	M	L	L	S	M	M	L	L
S – Strong			M – Medium			L- Low				



# ORGANIZATIONAL BEHAVIOR

## Course Objective:

- To give an insight into how individual behavior can be made meaningful to increase organizational effectiveness.
- To understand group behavior in the organization
- To understand the concepts of organizational behavior and its systems.

## COURSE OUTCOMES:

- CO1: Apply theories and concepts of organisational behaviour in workplace to create an effective organisational environment
- CO2: Analyze workplace behaviours from theoretical perspective of ability, learning, attitude and values
- CO3: Determine the influence of perception, personality and emotions on workplace behaviour in order to exhibit positive behaviour and to create solutions in a challenging context
- CO 4: Create a conducive environment to facilitate group functioning, articulate conflict management competencies in managing and resolving conflicts
- CO 5: Identify forces of change and manage a planned organizational change

## UNIT-I: INTRODUCTION

Definition, Nature and Scope of organizational behavior – Need for studying organizational Behavior- Disciplines that contribute to OB- OB models – Challenges and Opportunities of OB (

## UNIT-II: INDIVIDUAL BEHAVIOR

Perception: meaning – process - improving perception, Personality development determinants of personality - personality traits. Learning theories and principles of Learning. Motivation: meaning and Importance – Theories of Motivation

## UNIT-III: GROUP BEHAVIOR

Groups – definition – types – Group development;- Groups norms – Group cohesiveness –Group decision making – Conflict- Individual Conflict – Interpersonal conflict- group conflict – Resolving conflict.

## UNIT-IV: ORGANIZATIONAL CULTURE

Organisational Culture - Meaning - definition - concept - characteristics - types of



culture -functions of culture - creating and sustaining culture - learning culture - measuring culture –communicating culture.

## UNIT-V:ORGANIZATIONAL CHANGE AND ORGANIZATIONAL DEVELOPMENT

Forces of change; Planned change; Resistance; Approaches (Lewin's model, Organization development); Organizational development –OD interventions. (12hrs)

### TEXT BOOKS:

1. L.M.Prasad, Organizational behaviour-Sultan Chand, New Delhi
2. J. Jayashankar, Organizational Behavior- Margham publications, Chennai

### REFERENCE BOOKS:

1. K.Aswathapa, Organisational behavior- Himalayas publishing house, Mumbai,
2. Luthans Fred, Organizational Behavior- Tata McGraw Hil
3. Stephen P Robins, Organisational behavior- Pearson Education, 2018, Noida
4. S.S.Khanga -OrganizationalBehaviour, S Chand publishers, New Delhi

### WEB RESOURCES:

1. <https://iedunote.com/organizational-behavior>
2. <http://www.indiaclass.com>
3. [https://www.tutorialspoint.com/organizational\\_behavior](https://www.tutorialspoint.com/organizational_behavior)
4. <https://www.referenceforbusiness.com/management/Gr-Int/Group-Dynamics>

### MAPPING-COURSE OUTCOME WITH PROGRAMME OUTCOME AND PROGRAMME| SPECIFIC OUTCOME

CO/PO & PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	S	M	L	L	M	S	M	L	M	L
CO 2	M	S	L	S	M	S	M	M	L	L
CO3	S	M	M	L	S	S	S	M	M	L
CO4	S	M	L	L	M	S	S	L	M	L
CO5	S	M	M	L	L	S	M	M	L	L

S – Strong

M – Medium

L- Low



# **BUSINESS ENVIRONMENT**

## **Course Objectives:**

1. To make aware of minor and major factors affecting the business in various streams
2. To provide an insight into political, social and economic environment of the business
3. To impart knowledge on techniques of environment analysis

## **COURSE OUTCOMES:**

- Co 1: Develop knowledge on various factors influencing Business Environment
- Co 2: Describe the nature and structure of economy
- CO 3: Recognise the social responsibilities of business
- CO 4: Identify Political and demographic Environment factors of Business
- CO 5: Understand the impact of technological and natural environmental factors on business

## **UNIT - I: INTRODUCTION**

The Concept of Business Environment - its Nature and Significance - Components of Business Environment - . Environmental Analysis: Techniques of Environmental Analysis- S.W.O.T Analysis.

Impact of environment on business and strategic decisions.

## **UNIT - II: ECONOMIC ENVIRONMENT**

Nature of Economic Environment. Economic factors-growth strategy, basic economic system, economic planning, nature and structure of the economy. Economic policies-industrial policy (1991), FEMA, Monetary and fiscal policies.

## **UNIT - III: SOCIAL AND CULTURAL ENVIRONMENT**

Socio-Cultural Environment: Nature and impact of culture on business, social responsibilities of business. Business and society, business ethics and corporate governance.

## **UNIT - IV: POLITICAL AND DEMOGRAPHIC ENVIRONMENT**

Political and Demographic Environment Political Environment: Functions of state, economic roles of government, Economic Reform in coalition Politics.

Demographic Environment: Population size, migration and ethnic aspects, birth rate, death rate and age structure.



**UNIT - V: TECHNOLOGICAL AND NATURAL ENVIRONMENT**

Technological Environment : Innovation, technological leadership and followership, impact of technology on globalization, transfer of technology, time lags in technology introduction, status of technology in India. - Elements of Natural Environment - Environmental Pollution

**TEXT BOOKS:**

1. K. Aswathappa & G. Sudarsana Reddy, Business Environment - Himalaya Publishing House, Mumbai,
2. Francis Cherunilam, Business Environment-Himalaya Publishing House, Mumbai, India.

**REFERENCE BOOKS:**

1. S. Sankaran - Business Environment - Margham PublicationS, Chennai
2. Sheeba Julius and Arul Edison Anthony Raj I, Business Environment - Charulatha Publications, Chennai
3. Raj Aggarwal , Business Environment -, Excel Books, New Delhi,
4. Veena Keshav Pailwar, Business Environment- PHI Learning, New Delhi

**WEB RESOURCES:**

1. <https://www.mbaknol.com>
2. <https://byjus.com/commerce/economic-environment-in-india/>
3. <http://www.teacherspayteachers.com>
4. <https://www.paypervids.com/factors-influence-business-environment/>

**MAPPING-COURSE OUTCOME WITH PROGRAMME SPECIFIC OUTCOME**

CO/PO & PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	S	M	L	L	M	S	M	L	M	L
CO 2	M	S	L	S	M	S	M	M	L	L
CO3	S	M	M	L	S	S	S	M	M	L
CO4	S	M	L	L	M	S	S	L	M	L
CO5	S	M	M	L	L	S	M	M	L	L

S – Strong

M – Medium

L- Low





## **BANKING AND INSURANCE**

### **OBJECTIVES:**

1. To understand functions of commercial banks in modern banking environment including diverse areas of Indian banking.
2. To develop knowledge about country's central banking system with special reference to Reserve Bank of India and to understand the banker customer relationship.
3. To gain knowledge of concept and role of insurance in economic development of the country

### **COURSE OUTCOMES:**

CO 1: Understand the concept of Indian banking system and its recent trends

CO 2: Understand the functioning of Reserve Bank of India and overall working of commercial bank of India.

CO 3: Utilize effectively the recent trends in banking to run business successfully.

CO 4: understand various principles, provisions that govern the Life General Insurance Contracts understand various principles, provisions that govern the Life General Insurance Contracts

CO 5: Distinguish between life insurance and general insurance

### **UNIT- I: INTRODUCTION TO BANKING**

Meaning and definition - Origin and development of banking – Customer of a bank - Structure of banking in India - Banks and economic development - Functions of commercial banks (conventional and innovative functions) - Central bank -RBI - Functions - Emerging trends in banking.

### **UNIT- II: NEGOTIABLE INSTRUMENTS**

Definition - Characteristics - Types - Parties to negotiable instruments -Cheques - Types of cheques - Crossing of cheques - Drafts - Cheque vs. Draft - Endorsement - Significance - Regularity of endorsement - Liability of endorser -Electronic payments.

### **UNIT- III: ELECTRONIC BANKING**

E-Banking-centralized online real time electronic banking ( CORE)-Electronic Clearing service (ECS) - Electronic Fund Transfer - Real Time Gross settlement (RTGS)—National Electronic Fund transfer(NEFT)-society for worldwide interbank financial telecommunication(SWIFT) - E-cheque - Any Time Money - ATM.s- Credit card - Debit card-smart card - Internet banking - mobile banking (12 Hours,)



**UNIT- IV: INTRODUCTION TO INSURANCE**

Insurance- Concept - need of insurance-insurance as a social security tool - insurance and economic development-principles of insurance - various kinds of insurance - life and general insurance (fire, marine, medical, personal accident, property and motor vehicle insurance) – features.

**UNIT- V: LIFE INSURANCE VS. GENERAL INSURANCE.**

Life insurance-law relating to life insurance-general principles of life insurance contract, proposal and policy—Assignment and nomination - title and claims - General insurance - law relating to general Insurance - IRDA - powers and functions - insurance business in India. (12 Hours)

**TEXT BOOKS:**

1. Mithani & Gordon: Financial Services: Banking and Insurance, Himalaya Publishing House, Delhi
2. Vasant Desai, Jain: Financial Services: Banking and Insurance, Himalaya Publishing House, Delhi

**REFERENCE BOOKS:**

1. Varshney and Sundaram, Banking Theory Law & Practice-Sultan Chand & Sons, New Delhi
2. Shekhar K C and Lekshmy Shekhar, Banking Theory & Practice-Vikas Publishing House, New Delhi.
3. Dr. P. Periasamy: Principles and Practice of Insurance Himalaya Publishing House, Delhi.
4. Inderjit Singh, Rakesh Katyal & Sanjay Arora: Insurance Principles and Practices, Kalyani Publishers, Chennai.

**WEB RESOURCES:**

1. [cbseacademic.nic.in](http://cbseacademic.nic.in)
2. <https://ncfe.org.in>
3. <http://onlinejain.com>
4. <https://egov.uok.edu.in>

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CO 2	M	S	L	S	M	S	M	M	L	L
CO3	S	M	M	L	S	S	S	M	M	L
CO4	S	M	L	L	M	S	S	L	M	L
CO5	S	M	M	L	L	S	M	M	L	L

S – Strong

M – Medium

L- Low



## **BUSINESS LAW**

### **Course Objective:**

1. To impartation in-depth knowledge of the law of contracts,
2. To provide a basic knowledge of the agency has to be operated.
3. To provide an insight into the application of commercial laws to business operations

### **COURSEOUTCOMES:**

CO 1: Understand the meaning and nature of contract and various essentials of contract.

CO 2: Understand Discharge of contract and remedies for breach of contract

CO 3: Analyze and differentiate between bailment, Pledge and Agency.

CO 4: Understand the idea of sale, distinguish sale and agreement to sell and can explain conditions and warranties

CO 5: Interpret critical issues of partnership business and can recognize rights and duties of partners.

### **UNIT –I: INDIAN CONTRACT ACT 1872**

The Indian Contract Act 1872-I Meaning & Nature of contract, Types of Agreement, Difference between agreement and contract, Essentials of a valid contract- offer, Acceptance, capacity to contract, Free consent, consideration, Possibility of performance, Writing and Registration etc.

### **UNIT II: - THE INDIAN CONTRACT ACT 1872- II**

Agreements expressly declared void, Quasi Contracts, Performance of contract, Discharge of contract & Remedies for breach of contract

### **UNIT III:- SPECIAL CONTRACT**

Contract of Bailment- Rights & duties of bailor & Bailee, Contract of Pledge. Rights & duties of Pawner & Pawnee, Contracts of Agency-Formation & Termination of Agency.

### **UNIT IV:- THE SALE OF GOODS ACT 1930**

Definition of Sale & Goods, Essentials of valid contract of Sale of Goods, Conditions & warranties, passing of property, Rule of caveat emptor & its exceptions, Rights of unpaid seller, Remedies for breach of contract.

### **UNIT: V-THE INDIAN PARTNERSHIP ACT 1932**

Meaning & Nature of partnership, Types of Partners, Rights & Duties of Partners, Registration of Partnership firm & Dissolution of Partnership firm..



**TEXT BOOKS:**

1. N.D. Kapoor -Elements of Mercantile Law - Sultan Chand & Co., New Delhi
2. M.C.Kucchal - Business Law/Mercantile Law, Vikas Publishing. House (P) Ltd.

**REFERENCE BOOKS**

1. Shukla M.C, Mercantile Law- S.Chand & co Ltd, New Delhi
3. G.K.Kapoor, Business & corporate laws- Sultan Chand & sons, New Delhi
4. P C Tulsian - Business Law - Tata McGraw - Hill Education.
5. R.S.N.Pillai & Bagavathi, Business law - S.Chand Publishing, New delhi

**WEB RESOURCES:**

1. <https://www.edx.org>
2. <https://openstax.org>
3. <https://rmit.libguides.com>
4. <https://nluo.ac.in>

**MAPPING-COURSE OUTCOME WITH PROGRAMME SPECIFIC OUTCOME**

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CO 2	M	S	L	S	M	S	M	M	L	L
CO3	S	M	M	L	S	S	S	M	M	L
CO4	S	M	L	L	M	S	S	L	M	L
CO5	S	M	M	L	L	S	M	M	L	L

S – Strong

M – Medium

L- Low



# COMPUTER APPLICATIONS IN BUSINESS - I

## Course Objective:

1. To gain practical knowledge and depth working application principles in the office packages for the day to day office transactions.
2. To provide practical knowledge of basic operations in MSWord, MS Excel, MS Power point
3. To integrate Microsoft Office applications for use in business

## COURSE OUTCOMES:

CO1: Apply word basic commands, editing and proofing tools, creating tables, changing layout and mail merge concept for creating and managing business documents and effective communication

CO2: Handle business data by applying the in- built features of excel

CO 3: Apply financial and statistical function of excel for financial forecast, project analysis and analysis of business data

CO 4: Create a new presentation, modify presentation themes and add or edit text to slides

CO 5: Design a simple data base, build a new data base with related tables and manage the data in a table

## SOFTWARE: MS – OFFICE Package

### EXERCISES: Word

1. Create Table with five columns and six rows. Do the following options using that Table:

a) Sorting b) The Sum Function c) Merge cell d) Table Headings

Convert Text to a table, Splitting a Table and Table AutoFormat. Show with example.

2. Assuming yourself as the General Manager of a company draft an appointment letter to a candidate short-listed through an interview. (Use Mail Merge)

3. Create at least two pages of text with multicolumn layouts like magazines and newspapers. Add the following options:

a) Header and Footer

b) Borders and shading for title

c) Use WordArt for heading

d) Use Text Box

### EXERCISES: Excel

1. Prepare a Mark Sheet of a School for 10 Students with 6 Subjects details and Calculate how many students pass and fail by including one column as result in the mark sheet.



2. Prepare an EMPLOYEE Database of an Organization with the following details:  
(Atleast 10 Details) Name, Emp Id, Gender, Address, Phone No, E-Mail Id  
Qualification, Designation, Department, Salary, Year Of Joining And Working Station
  - Draw Chart to Find Out The % Of Male & Female Working (Pie Chart)
  - Find Out How Many Employees Drawn Salary Above 10000.
  - Draw a Chart For Emp Id And Salary Drawn.
3. Create Balance Sheet and Profit & Loss Statement by your own data for an organization and use atleast 10 Different Formulas in Different Cells.

4. Graphically present the following sales data from ABC Corporation Limited

Zone	Sales in Lakhs			
	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter
North	23	26	32	30
South	21	25	30	30
East	24	26	29	27
West	21	26	28	29

Use the following chart types: a. Bar Chart b. 3-D Column

### EXERCISES: Power Point

1. Present the agenda of the Annual General Meeting of a company using PowerPoint.
  - a) Set a suitable timing between two slides.
  - b) Use appropriate templates, fonts and styles.
  - c) Store a copy of the presentation as a PowerPoint show (ie., with a pps extension)
  - d) The timing between slides is 30 seconds.
  - e) Use different animation effects for each slide.

Prepare at least seven slides.

2. Design presentation slides for a products of your choice the slides must include name, brand name, type of product, characteristics, special offers, price etc.
  - a) Changing background colour, font colour using wordart.
  - b) Use manual mode for the slide show.
  - c) Use Top-down, Bottom-up, Zoom in and Zoom out effects.

### EXERCISES: Access

- i. Create a table, form and report for the database: "Patient details"
- ii. Fields are: patient, Patient name, Patient age, Patient Gender, Patient address, Patient phone, Patient mobile, Patient email, Doctor detail, Patients reports (At least 10 records should be included).

### TEXT BOOKS:

1. Ananthi Sheshasaayee and Sheshasaayee, Computer Applications in Business And Management - Margham Publications, Chennai.



2. Dr Ahmad Tasnim Siddiqui, Vivekanand Pandey, Computer Application in Management- Himalaya publishing house, Mumbai

### REFERENCE BOOKS:

1. Sinha, P.K. and Sinha, P. Foundation of computing.- BPB Publications.New Delhi
2. Arora, A, Computer fundamentals and applications. Vikas Publishing.
3. Rajaraman, V, Fundamentals of Computers. Prentice-Hall, Delhi
4. Parameswaran R, Computer applications in business-S Chand & company, New Delhi.

### WEB RESOURCES:

1. <https://edu.gcfglobal.org>
2. <https://www.invensislearning.com>
3. <https://www.makeuseof.com>
4. <https://johnacademy.org>

### MAPPING-COURSE OUTCOME WITH PROGRAMME SPECIFIC OUTCOME

CO/PO & PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	S	M	L	L	M	S	M	L	M	L
CO 2	M	S	L	S	M	S	M	M	L	L
CO3	S	M	M	L	S	S	S	M	M	L
CO4	S	M	L	L	M	S	S	L	M	L
CO5	S	M	M	L	L	S	M	M	L	L

S – Strong

M – Medium

L- Low



# **ECONOMICS FOR COMPETITIVE EXAMINATIONS**

## **– I**

### **Course Objectives:**

This course will help the students

- To know the related concepts of National Income.
- To have basic knowledge of five-year Plans.
- To be familiar with the concept of budgeting.
- To get a brief view of the agrarian structure in India.
- To understand the role of the industry and service sector in India.

### **Unit I: National Income**

Definition – Concepts: GNP, NNP, GDP, NDP, NI, PI and DI - Methods of measuring national income - Difficulties in measuring the national income - Uses of National Income analysis.

### **Unit II: Economic Planning**

Objectives of Planning – Types of Planning – Five-year plans in India - NITI Aayog.

### **Unit III: Budget**

Meaning – Features – Types: Balanced and Unbalanced Budget, Revenue and Capital Budget, Performance Budgeting – Procedure of budgeting – Highlights of recent budget.

### **Unit IV: Agriculture**

Agrarian structure- Green revolution and technology - Capital formation - Trade-Pricing and procurement – New agricultural policy 2020.

### **Unit V: Industry and Service Sector**

MSME – Industrial Policy 2011 – SEZ – SIPCOT - Make in India - Startups.

Service sector: Meaning – Types - Significance – Growth of service sectors in India.

### **References:**

1. Dutt, G. and A. Mahajan, Indian Economy, S. Chand Publishing, New Delhi, 2016.
2. Economic Survey of India (Various Issues), Economic Division, Ministry of Finance, Government of India, New Delhi.
3. Gupta, K.R and J.R. Gupta, Indian Economy, Atlantic Publishers, New Delhi, 2008.
4. Puri, V.K and Misra, S.K., Indian Economy: Its Development Experience, Himalaya Publishing House, New Delhi, 2015.
5. Sankaran, S., Indian Economy, Marghan Publications, Chennai, 2002.
6. Statistics and Abstract (Various issues), Ministry of Statistics and Programme Implementation, Government of India, New Delhi.





**Course Outcomes:**

After the completion of the course, the students will be able to

**CO 1:** Classify the various concepts of national income and outline the methods of measuring national income.

**CO 2:** Demonstrate NITI Aayog.

**CO 3:** Summarize the important issues of the recent budget.

**CO 4:** Examine the New Agricultural Policy 2020 and list its pros and cons.

**CO 5:** Analyse the initiatives such as Make in India and Startups and, estimate the growth of the service sector and its contribution to GDP in India.

ECONOMICS FOR COMPETITIVE EXAMINATIONS- I															COGNITIVE LEVEL
CO	PO						PSO								
	1	2	3	4	5	6	1	2	3	4	5	6	7	8	
CO 1	3	3	3	3	2	3	3	3	2	2	3	2	2	2	K – 2
CO 2	3	3	2	3	2	2	3	3	3	2	3	2	1	1	K – 2
CO 3	3	3	3	2	2	2	3	3	2	2	3	2	2	2	K – 2
CO 4	2	3	3	3	2	2	2	3	3	3	3	2	2	2	K – 4
CO 5	3	3	2	3	2	3	3	2	3	2	3	2	2	2	K – 4

Strongly Correlated – 3, Moderately Correlated – 2, Weekly Correlated - 1



## அறிமுகத்தமிழ் -தாள் - 1

பொருளடக்கம்

கடவுள் வாழ்த்து

எங்கும் மனிதர் உனைத்தேடி  
இரவும் பகலும் அலைகின்றனார்  
எங்கும் உள்ளது உன் வடிவாம்  
எனினும் குருடர் காண்பாரோ?  
எங்கும் எழுவது உன் குரலாம்:  
எனினும் செவிடர் கேட்பாரோ?  
எங்கும் என்றும் எவ்வுயிரும்  
யாவு மான இறையவனே!

-கவிமணி

அலகு- 1 எழுத்துக்கள்

அ) எழுத்துக்களின் அறிமுகம் --பிறப்பிடம்  
ஆ) தமிழ் எழுத்துக்களின் எண்ணிக்கை  
இ) எழுத்துக்களின் புணர்ச்சி

அலகு:2

அ) சொல்  
ஆ) தொடர்  
இ) வாக்கியம்

அலகு- 3

அ) வாய்மொழிப் பயிற்சி  
ஆ) இனிய சொற்றொடரும், மரபுத் தொடரும்  
இ) உவமைகள்  
ஈ) பழமொழிகள்  
உ) இனிய செய்யுள் வரிகள்  
ஊ) பறவை விலங்கினங்களின் ஒலிகள், அவற்றின் இளமைப் பெயர்கள்  
எ) மாணவர் ஆசிரியர் உரையாடல்  
ஏ) ஒரு பொருள் குறித்துப் பேசுதல்.

அலகு- 4

எண்கள்  
நாட்கள்  
மாதங்கள்



## அலகு- 5

- அ) கையெழுத்துப் பயிற்சி கொடுத்தல்
- ஆ) சுவரொட்டிகள், துண்டு பிரசுரங்களை வாசித்தல்
- இ) படங்களைக் காட்டிப் பெயர் சொல்ல வைத்தல் மற்றும் கருத்துப்படங்களைப் பார்த்து சூழல்களைப் பேச வைத்தல்
- ஈ) வாக்கியம் அமைத்தல்
- உ) மொழித்திறன் பயிற்சி
- ஊ) கையெழுத்துப் பயிற்சி
- எ) வாய்மொழிப் பயிற்சி
- ஏ) சரியான வாக்கியமாக மாற்றுதல்
- ஐ) இனமில்லாதவற்றை எடுத்து எழுதுதல்
- ஒ) விடுபட்ட எழுத்துக்களை இணைத்தல்
- ஓ) ஏதேனும் ஒரு தலைப்பில் ஐந்து பெயர்களை எழுத வைத்தல் (வினாவுக்குரிய விடையளித்தல்)
- ஔ) தன் விவரப்பட்டியல் தயாரித்தல்

