



PANDIT DEENDAYAL UPADHYAYA SHEKHAWATI UNIVERSITY, SIKAR

SCHEME OF EXAMINATION

M.COM – BUSINESS ADMINISTRATION

(ANNUAL SCHEME)

Each Theory Paper Duration: 3 hrs

Marks 100

Dissertation /Thesis /Survey Report/Work, if any.

Marks 100

1. The number of paper and the maximum marks for each paper/practical shall be shown in the syllabus for the subject concerned. It will necessary or a candidate to pass in the theory part as well in practical part (where prescribed) of a subject/paper separately.
2. A candidate for a pass at each of the previous and the Final Examination shall be required to obtain.
 - (i) At least 36% marks in the aggregate of all the papers prescribed for the examination, and
 - (ii) At least 36% marks in practical (s) wherever prescribed for the examination, provided that if a candidate fails to secure at least 25% marks in each individual paper at the examination and also in the Dissertation/Survey Report/field work, wherever prescribed, he shall be deemed to have failed at the examination notwithstanding his having obtained the minimum percentage of marks required in the aggregate for the examination . No division will be awarded at the previous and the final Examination. Division shall be awarded at the end of the final Examination on the combined marks obtained at the previous and the Final Examination taken together, as noted below.

First Division	60%	Of the aggregate marks taken together of the Previous and the Final examination
Second Division	48%	

All the rest will be declared to have passed the examination

3. If a candidate clears any paper(s) Practical (s) Dissertation prescribed at the previous and /or Final examination after a continuous period of three years. Then for the purpose of working out his division the minimum pass marks only viz 25% (36% in the case of practical) shall be taken into account in respect of such paper(s) practical (s) Dissertation are cleared after the expiry of the aforaid period of three year. Provided that in case where a candidate required more than 25% marks in order to reach the minimum aggregate as many marks out of those actually secured by him will be taken into account as would enable him to make up the deficiency in the requisite minimum aggregate.
4. The Thesis/Dissertation/Survey Report/Field Work shall be type written and submitted in triplicate so as to reach the office of the Registrar at least 3 weeks before the commencement


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of the theory examination. Only such candidate shall be permitted to offer Dissertation/Field Work/Survey Report/Thesis.

5. The Dissertation shall carry 50 marks and there shall be a viva-voce based on dissertation of 50 marks. The Viva-voce shall be conducted in the college/institution concern by the external examiner appointed by the university.
6. The dissertation shall be evaluated by two examiners independently and the average of the two awards shall be taken into consideration. However if the difference between two awards exceeds 20% of the Maximum marks. The dissertation shall be evaluated by third examiner and the average of the two nearest awards shall be taken into consideration.
Note: - Non-Collegiate candidate are not eligible to offer dissertation as per provisions of O. 170-A.
7. The external examiner for conducting the practical examination shall be appointed by the university through BOS.
8. There will be 9 papers in all. Out of these 9 papers, 6 will be compulsory and three optional. A candidate will be required to appear in three compulsory papers and one optional paper in the3 previous Examination and the three compulsory papers and two optional paper in the final Examination Dissertation in lieu of one optional paper can be offered by a collegiate/regular student secured at least 55% marks in the aggregate of the previous Examination.
9. There will be five questions in all. The candidate will required to attempt all the questions selecting one question from each unit with an internal choice (either/or)
10. The candidate shall be permitted to use battery operated pocket calculator that should not have more than 12 digits, 6 functions and 2 memories and should be noiseless cordless.

**M.COM BUSINESS ADMINISTRATION
(ANNUAL SCHEME)**

There will be nine papers in all, four in M.Com (Previous) Bus. Administration Examination and five papers in M.Com. Bus. Admn. (final)Examination. A candidate for the previous examination shall be required to offer four compulsory papers . In M.Com.(Final Business administration. Examination the candidate is required to offer:

- (a) Two compulsory papers and
- (b) Any three optional papers mentioned in the syllabus:

M.Com Previous

Compulsory papers:

Paper- I General Management

Paper-II Business Environment

Paper –III Managerial Economics and Management Accountancy

Paper –IV Management Thinkers

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M.COM (PREVIOUS) BUSINESS ADMINISTRATION

(ANNUAL SCHEME)

PAPER –I

GENERAL MANAGEMENT

Duration 3hrs.

Max. Marks: 100

UNIT-I

Evolution of Management: Pre-scientific & Post Scientific Management. Human Relations Management, Schools of Management Thought, Management approaches-systems and contingency. The Universal concept, Comparative management concept, management system in Japan.

UNIT-II

Creativity in Management creative process. Types of creativity, Traits for creativity, Design of organization, Theories of organization. The art and process of delegation. Status & Role system, management committees,

UNIT-III

Sources of Power and value system. Planned change, organizational Development. Concept and process Management strategies Objective and Planning.

UNIT-IV

Management Communication Interpersonal Communication and information system. Transactional Analysis, Leadership: Theories and styles, content and process Theories of motivation.

UNIT-V

Managerial effectiveness, Criteria of Effectiveness, Managerial Control & its basic tools, Modern Trends in management, Professionalization, Management of technology.


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PAPER –II

BUSINESS ENVIRONMENT

Duration 3 hrs.

Max. Marks 100

UNIT-I

Socio-cultural Environment: Environment of business, impact of socio-cultural values. Business ethics and morality. Social responsibility of business and Indian constitution.

UNIT-II

Economic Environment: Economic systems, Economic organization (Corporate sector, Public sector, Joint sector, Co-Operative sector.) unorganization sector.

UNIT-III

Economic infra-structure (transport , communication, water power) Industrial licensing Procedure, import & Export Policy, Taxation & Fiscal Policy (objective & import)

UNIT-IV

Liberalisation Policy. Policy Implication, Implication of Globalization policy on business.

UNIT-V

Legal Environment (Study of main provision of IPR –Intellectual property right The Competition Act 2002, Essential Commodities Act, 1955,

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PAPER –III

MANAGERIAL ECONOMICS AND MANAGEMENT ACCOUNTANCY

Duration 3 hrs.

Max. Marks 100

UNIT-I

Nature & Scope of Management Economics, Role of Management economist. Demand elasticity, Demand forecasting.

UNIT-II

Cost Concept classification. Relevant cost, cost and output, pricing decision under pure competition. Monopolistic competition and discrimination monopoly.

UNIT-III

Profit-Concept and theories Measurement and control. National income concept Measurement and distribution.

UNIT-IV

Meaning Nature and scope of Management Accounting , Management Accounting distinguished from financial and cost accounting. Analysis of financial statement ration analysis. Only fund flow.

UNIT-V

Budgets and Budgetary –control preparation of various types of budgets flexible Budgets. Performance Budget. Zero Base Budgeting. Analysis of variances, Meaning and types of variances computation and analysis of material labour.


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M.COM (PREVIOUS) MANAGEMENT THINKERS

(ANNUAL SCHEME)

Duration 3 hrs.

Maximum Marks -100

PAPER –IV

UNIT-I

Spirituality and Management- Concept of Spirituality, Indian Ethos and Values, Role of Values in Management, Western Values vis a vis Indian Values . Application of Yoga in Management- Personality Development, Meditation and Management of stress.

UNIT-II

Indian Epics and Management –Dimensions of Vedic Management, Bhagwad Gita, Ramayana.

UNIT-III

Indian Thinkers –Swami Vivekananda, Mahatma Gandhi, Dr. B. R. Ambedkar, C.K.Prawad.

UNIT-IV

Western Thinkers I.-F.W. Taylor, Henri Fayol, Elton Mayo, Herbert Simon.

UNIT-V

Western Thinkers II-Peter F. Drucker, Willion G. Ouchi, Elivin Toffaar.

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