

**Proposed Scheme of Examination for  
Bachelor of Arts (Honors) – Economics**

**Choice Based Credit System (CBCS) from  
Academic Session 2023-24**

Ac/633  
11/8/2023

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S.P. Zambare

**Proposed Scheme of Examination for Bachelor of Arts (Honors) – Economics**  
**Choice Based Credit System (CBCS) from Academic Session 2023-24.**

**B.A (Honors) – Economics – Semester I**

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH) *	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC1	English Communication - I	1T1	40	80	20	100	40	100	4
2	CC2	Introductory Microeconomics	1T2	40	80	20	100	40	100	4
3	CC3	Indian Knowledge System	1T3	40	80	20	100	40	100	4
4	AEC C1	Environmental Studies	1T4	40	80	20	100	40	100	4
5	GE1	Indian Society: Images and Realities	1T5	40	80	20	100	40	100	4
		<b>Total</b>		<b>200</b>	<b>400</b>	<b>100</b>	<b>500</b>	<b>200</b>	<b>500</b>	<b>20</b>

\* Semester end examination

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

**B.A (Honors) – Economics – Semester II**

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH)	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC4	English Communication - II	2T1	40	80	20	100	40	100	4
2	CC5	Introductory Macroeconomics	2T2	40	80	20	100	40	100	4

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3	CC6	Quantitative Economics	2T3	40	80	20	100	40	100	4
4	SEC1	Basics of MS Excel	2P1	80	0	100	100	40	100	4
5	GE2	Governance: Issues and Challenges	2T4	40	80	20	100	40	100	4
		<b>Total</b>		<b>220</b>	<b>400</b>	<b>200</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>20</b>

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

### B.A (Honors) – Economics – Semester III

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH)	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC7	Intermediate Microeconomics-I	3T1	40	80	20	100	40	100	4
2	CC8	Intermediate Macroeconomics-I	3T2	40	80	20	100	40	100	4
3	CC9	Economic Environment for business	3T3	40	80	20	100	40	100	4
4	AEC C2	Presentation Skills	3P1	80	00	100	100	40	100	4
4	GE3	E- Governance	3T4	40	80	20	100	40	100	4
		<b>Total</b>		<b>220</b>	<b>400</b>	<b>200</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>20</b>

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

  
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### B.A (Honors) – Economics – Semester IV

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH)	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC10	Intermediate Microeconomics II	4T1	40	80	20	100	40	100	4
2	CC11	Intermediate Macroeconomics II	4T2	40	80	20	100	40	100	4
3	CC12	Introductory Econometrics	4T3	40	80	20	100	40	100	4
4	SEC 2	Advance MS Excel	4P1	80	00	100	100	40	100	4
5	GE04	Sustainable Development	4T4	40	80	20	100	40	100	4
		<b>Total</b>		<b>220</b>	<b>400</b>	<b>200</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>20</b>

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

### B.A (Honors) – Economics – Semester V

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH)	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC13	Indian Economy-I	5T1	40	80	20	100	40	100	4
2	CC14	Development Economics-I	5T2	40	80	20	100	40	100	4
3	CC15	Political Economy	5T3	40	80	20	100	40	100	4
4	DSE1	DSE – Course I (From Group I)	5T4	40	80	20	100	40	100	4
5	DSE2	DSE – Course	5T5	40	80	20	100	40	100	4

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		II (From Group I)								
		<b>Total</b>		<b>200</b>	<b>320</b>	<b>280</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>20</b>

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

### B.A (Honors) – Economics – Semester VI

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
				Total Hours	Max. Marks (TH)	Max. Marks (IM)	Total Marks	Min. Passing Marks		
1	CC16	Indian Economy-II	6T1	40	80	20	100	40	100	4
2	CC17	Development Economics-II	6T2	40	80	20	100	40	100	4
3	DSE3	DSE – Course I (From Group II)	6T3	40	80	20	100	40	100	4
4	DSE4	DSE – Course II (From Group II)	6T4	40	80	20	100	40	100	4
5	PRJ 1	Project	6P1	40	00	100	100	40	100	4
		<b>Total</b>		<b>200</b>	<b>320</b>	<b>280</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>20</b>

Note : 1. Duration of each theory class should be a minimum 45 minutes.

2. TH = Theory, IM = Internal Marks.

3. Minimum marks for passing the subject will be 40.

4. There would be combined passing for theory and internal assessment taken together.

5. One credit is equivalent to 10 hour of Teaching for theory courses and 20 hours for practical.

### Course Composition Matrix:

	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Courses
CC	3	3	3	3	3	2	17
AECC	1		1				2
SEC		1		1			2
DSE					2	2	4
GE	1	1	1	1			4
Project Work						1	1
Total Sem Credits	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>30</b>
Total Credits	<b>120</b>						

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### Prescribed Question Paper Format

For all courses *except English Communication I, English Communication II and SEC courses*, following format shall be used for setting question papers;

Q.1 Very short answer type questions 8 questions (2 questions from each unit) of 2 marks each =  $8 \times 2 = 16$

- A. (Unit I)
- B. (Unit I)
- C. (Unit II)
- D. (Unit II)
- E. (Unit III)
- F. (Unit III)
- G. (Unit IV)
- H. (Unit IV)

Q2. Short answer type questions 8 questions (2 questions from each unit) of 3 marks each =  $8 \times 3 = 24$

- A. (Unit I)
- B. (Unit I)
- C. (Unit II)
- D. (Unit II)
- E. (Unit III)
- F. (Unit III)
- G. (Unit IV)
- H. (Unit IV)

Q3. Long answer type questions (with internal choice) (Unit I)

- A. 5 marks
- B. 5 marks
- Or**
- C. 10 marks

Q4. Long answer type questions (with internal choice) (Unit II)

- A. 5 marks
- B. 5 marks
- Or**
- C. 10 marks

Q5. Long answer type questions (with internal choice) (Unit III)

- A. 5 marks
- B. 5 marks
- Or**
- C. 10 marks

Q6. Long answer type questions (with internal choice) (Unit IV)

- A. 5 marks
- B. 5 marks
- Or**
- C. 10 marks

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## Syllabus

### Semester I

#### CC1: English Communication –I

##### Course Outcomes

CO1	The student's will be able to express their emotions and ideas in English in spoken and written form.
CO2	The students will be able to analyze and discuss and debate on different topics on the basis of the prescribed prose and poems
CO3	The students will be able to make use of ICT and social media in more constructive manner
CO4	The students will be able to develop logical reasoning and will be able to form and give their personal opinions and take decisions on various topics
CO5	The students will be able to speak, converse, deliver a speech, narrate and describe in English.

**Unit 1:** Prose: Home coming Dr. Tapati Dey, The Lighthouse Keeper of Aspinwall - Henry Sienkiewicz, Ilya's - Leo Tolstoy

**Unit 2:** Prose: Social Media- Dr.Sujata Chakravorty, World of Advertising- Dr.Pranjali Kane, OYO -Reinventing Hospitality.

**Unit 3:** (A) Communication: Communication Process, Sender, Channel, Message, Receiver and Response, Types of Communication – According to mode – Oral and Written. According to Medium – Electronic and Print. According to number of participants - Dyadic and Group. According to Direction – One way and Two way. According to purpose – General and Business (Specific). (B) Communication – Business Manners – Body Language, Gestures, Telephonic etiquette, Email etiquette

**Unit 4:** Business Correspondence - Business Letter Writing- Enquiries and replies, Placing and fulfilling orders, Complaints and follow-up letters, Sales letters, Circular letters. Application for employment, Claim and Adjustment Letters. Language Study: Grammar:-Use Correct Tense Forms of the Verb, Preposition, Articles, and Punctuation. Enriching Vocabulary: Synonyms and Antonyms. Change of Word from Noun to Adjective & vice-versa.

##### Reference Books:

- Prescribed Textbook: INSPIRATIONS - Raghav Publishers
- Business Communication and Management - Dr.K.R.Dixit (Vishwa Publishers, Nagpur)
- Business Communication: Urmila Rai, S.M. Rai- (Himalaya Publishing I-louse)
- Business Correspondence and Report Writing - R. C. Sharma & Krishna Mohan (Tata McGraw- Hill)
- Developing Communication Skills - Krishna Mohan & Meera Banerji (Macmillan)
- A Course in English Grammar by R.N.Bakshi - Orient Longman, 2003-2007.
- Grammar for All. N Ramlingam, Himalaya Publishing House, 2nd Edition 2014.

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- English Grammar - N.D.V. Prasada Rao (S.Chand)
- Developing Communication Skills -Krishna Mohan & MeeraBane1ji (Macmillan)

### QUESTION PAPER PATTERN- ENGLISH COMMUNICATION I

Time:3 Hrs

Maximum Marks - 80

Q.1

- |   |   |          |
|---|---|----------|
| (A)TWO out of THREE SAQs from prose section of Unit-I (2x4) | = | 08 Marks |
| (B).TWO VSAQs from prose section of Unit-I (2x2)            | = | 04 Marks |
| (C) ONE PRQ out of TWO from Prose section of Unit -I (1x4)  | = | 04 Marks |

Q.2.

- |  |   |          |
|--|---|----------|
| (A)TWO out of THREE SAQs from prose section of Unit-II (2x4) | = | 08 Marks |
| (B)TWO VSAQs from prose section of Unit -II (2x2)            | = | 04 Marks |
| (C) ONE PRQ out of TWO from Prose section of Unit -I (1x4)   | = | 04 Marks |

Q 3

- |   |         |   |          |
|---|---------|---|----------|
| (A) ONE LAQ out of TWO from Unit II (A)     | (1x8)   | = | 08 Marks |
| (B) TWO SAQs out of THREE from Unit III (B) | (2 x 4) | = |          |

08Marks

Q 4.

- (A). ONE out of TWO Letters

Application for Employment/ Enquiries and replies/Quotations/ Placing and fulfilling orders)  
from Unit IV (A) 08 Marks

- (B). ONE out of TWO Letters

Complaints and follow-up letters. Sales letters. Circular letters. Claim and Adjustment  
Letters/) from Unit IV (B) 08 Marks

Q 5 (A). EIGHT out of TEN Grammar items prescribed in Unit IV (8x 1) = 08 Marks

(B) Two Questions on each component from Enriching Vocabulary Unit IV = 08 Marks

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N.B.

LAQ- Long Answer Questions to be answered in about 150-200 words

SAQ-Short Answer Questions to be answered in about 75-100 words approximately.

VSAQ- Very short answer questions to be answered in one or two sentences.

#### INTERNAL ASSESSMENT OF SUBJECT-ENGLISH:

##### 20 MARKS

The Internal Assessment would be done on the basis of the assignments submitted by the student and his/her performance, attendance and conduct during the Semester. The concerned teacher shall provide in advance, a list of topics from Unit 1 and 2 from the prescribed text.

Students may be given freedom to submit a creative writing assignment on human Values / world peace/environmental issues inspired by or related to the lessons prescribed in the syllabus and give a PowerPoint presentation/oral presentation.

2 Assignments-5+5 = 10 Marks

PowerPoint Presentation/Oral Presentation = 5 Marks

Attendance = 5 Marks

TOTAL: 20 MARKS

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## CC2 - Introductory Microeconomics

### Course Outcomes

CO1	The Students will be able to gain conceptual understanding of various terminologies of economics
CO2	The Students will be able to understand the market structure and price determination under different market conditions
CO3	The Students will be able to classify the ordinal and cardinal approach of consumer behaviour and factor markets
CO4	The students will be able to compare the production and cost aspects of business in different market conditions.

**Unit 1:** Introduction: Introduction to Economics and Economy, Demand and Supply Analysis, Demand and Supply in Practice.

**Unit 2:** Market Structure, Perfect Competition: Firm and Industry's Equilibrium, Monopoly: Price and Output Decisions, Monopolistic Competition: Price and Output Decisions, Oligopoly: Price and Output Decisions,

**Unit 3:** Theory of Consumer Behaviour - Consumer Behaviour: Cardinal Approach, Consumer Behaviour: Ordinal Approach, Factor Market, Factor Market and Pricing Decisions, Labour Market, Land Market

**Unit 4:** Production and Costs - Production with One Variable Input, Production with Two and More Variable Inputs, The Cost of Production. Welfare, Market Failure and the Role of Government, Welfare: Allocative Efficiency under Perfect Competition, Efficiency of the Market Mechanism: Market Failure and the Role of the State

### Reference Books:

- Microeconomics: Theory and Applications, 4/e, D N Dwivedi, Vikas Publishing.
- Modern Microeconomics: Theory & Applications, H L Ahuja, S Chand Publishing.
- Karl E. Case and Ray C. Fair, Principles of Economics, Pearson Education Inc., 8<sup>th</sup> Edition, 2007.
- Bernheim, B., Whinston, M. (2009). Microeconomics. Tata McGraw-Hill.
- 2. Mankiw, N. (2007). Economics: Principles and applications, 4th ed. Cengage Learning.

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### CC 03 - Indian Knowledge system

#### Course Outcomes

CO1	Compare past and present Indian thoughts
CO2	Understand Kautiya's Economic thoughts
CO3	Understand agriculture and Manufacturing framework in ancient India
CO4	Compare various Indian Business Models

**Unit 1:** History of Indian Economy Thoughts, New Indian Economic Model & Sectorial Contribution Past vs Present History of Indian Economy Thoughts: Context from Dharmashastras, Shukraniti, Mahabharata, and Arthashastra.

**Unit 2:** Kautiya's Economic thoughts in specific. India and Global GDP: Ancient India: Beyond Capitalism and Communalism, Dharmic, Caste as Social Capital, Black Money, and Tax Heaven.

**Unit 3:** Agriculture: Ancient India, Manufacturing: Ancient India, Education in India, Wealth in India, Governance, and Business in India, Where India Stands Globally.

**Unit 4:** Indian Business Model: Based on 10-point formula: Family Base, High Level of Savings, Self- Employment, Highly Entrepreneurial Nature, Non-corporate Sector as the Core of the Economy, Community Orientation and Higher Social Capital, Faith and Relationship in Economic Affairs, A Society-driven Economy, Driven by Norms and Values.

#### Reference Books:

- Kanagasabapathi; "Indian Models of Economy, Business and Management". Third Edition, Prentice Hall India Ltd., Delhi.
- Lotus and Stones; Garuda Prakashan (31 October 2020); Garuda Prakashan Pvt. Ltd.
- Dwivedi D.N., Essentials of Business Economics, Vikas Publications, Latest Edition.
- India Uninc by Prof. R Vaidyanathan, Westland Ltd. Publication
- Economic Sutras by Prof. Satish Y. Deodhar, IIMA Books series
- Black Money Tax Heaven by R Vaidyanathan, Westland Ltd. Publication.
- Web resources:
- Goswami Anandajit, Economic Modeling, Analysis, and Policy for Sustainability, IGI Global, Latest Edition.
- Ganguly Anirban, Redefining Governance, published by Prabhat Prakashan, Latest Edition.
- VaidyanathanR., India Unincorporated, ICFAI Books, Latest Edition.

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## AECC01:- Environmental Science

### Course Outcomes

CO1	The Students will be able to recognise the importance of environmental studies and various natural recourses
CO2	The students will be able to illustrate various types of pollution and its causes and their control measures
CO3	The students will be able to point out the reasons of population growth and its impact on environment.
CO4	The students will be able to identify and explain the Social issues affecting environment
CO5	The students will be able to relate the environmental issues and act on their own level to protect it.

**Unit 1:** Introduction to Environment Studies: Definition, Scope importance, Need for public awareness, sustainable development, Natural Resources- renewable and non-renewable resources, role of individual in conservation of natural resources( Forest, water, land, energy, mineral)

**Unit 2:** Environment Pollution: Types of pollution- air, water, soil, noise, thermal and Nuclear, causes effects and control measures, Global warming, greenhouse effect, Ozone layer depletion, Acid rains

**Unit 3:** Human Population: Global population growth, variations among nations, Population explosion- causes and impact, Family welfare Programs-methods of sterilization; Infectious diseases, water related diseases, risk due to chemicals in food, Cancer and environment

**Unit 4:** Social Issues in Environment: Construction of dams: problems and concerns of resettlement, rehabilitation of affected people; Environmental ethics- issues and possible solutions, resource consumption patterns and need for equitable utilization; Equity disparity in western and eastern countries; Urban and rural equity issues; Need for gender equity.

### Reference Books:

- A text book of environmental by K M Agrawal, P K Sikdar, S C Deb", published by Macmillan
- Environment management by N K Uberoi", published by Excel Books
- Environment management by Dr. Swapan Deb", published by Jaico Publishing House.
- Environmental Management by S K Agrawal", published by A.P.H. publishing Corporation.

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## GE 1 - Indian Society: Images and Realities

### Course Outcomes

CO 1	The students will be able to understand the dimensions' Indian cultural structure
CO 2	The students will be able to connect the economic structure of Indian society.
CO3	The students will be able to understand the urbanisation structure of India in pre- and post-independence era.
CO4	The students will be able to understand the religious and language interface of India

**Unit 1:** Civilization and Culture – Introduction, Approaches to the Study of Indian Civilization, The Cataloguing of Traits, The Reading of Cultural Essence, The Study of Cultural Communication, Analysing Indian Civilization as a Type, Understanding the Geography of India, The Perennial/ Nuclear Zones, The Route Zones, The Zones of Relative Isolation, Viewing India from a Structural and Cultural Perspective. INDIA AS COLONY – Introduction, Indian Society in the Colonial Period, Perspectives on India during Colonial Period, Indological View of India, Colonial View of India, Nationalist View of India.

**Unit 2:** Nation, State and Society – Introduction, Stateless Society in India, Transition from Stateless to State Society in India, Nation, State and Society in Colonial India, Political Unification, Legal Unification, Economic Unification, Anti-colonial Movements and the Idea of the Nation. VILLAGE INDIA – Introduction, Indian Village: Myth and Reality, Village as a Social Unit, Caste System and Kinship Networks, Little Traditions and Great Traditions. Village as an Economic Unit, Economic Relationship between Village and the Outside World, Village as a Political Unit, Panchayati Raj System.

**Unit 3:** Urban India – Introduction, Urbanisation and its Dimensions, Social Process of Urbanisation, Urbanism as a Way of Life, Urbanisation in Pre-independent India, Classification of Traditional Towns, Urbanisation in Ancient and Medieval India, Urbanisation Under Colonialism, Urbanisation in Independent India, Rural-Urban Continuum, Issues of Urbanisation in India.

**Unit 4:** Language and Religion – Introduction, India: The Land of Religious and Linguistic Pluralism, Language-Religion Interface: Medieval Context, British India and Language, The Constitution and India's Plurality, Language as a Tool of Reorganising State Boundaries. TRIBES AND ETHNICITY – Introduction, Tribes in India, Ancient and Medieval Periods, During the British Period, Period after Independence in India, Concepts Associated with Ethnicity, Ethnic and Ethnic Group, Ethnicity, Ethnic Identity, Ethnic Boundry, Majority and Minority Group, Features of Tribes in India, Geographical Distribution, Racial and Linguistic Affinities, Three Main Racial Divisions, Linguistic Affiliations, Demographic Features, Isolation from and Interaction with Other Groups, Economic Pursuits Among Tribes, Food Gatherers and Hunters, Shifting Cultivators, Settled Agriculturists, Artisans, The Pastoralists and Cattle Herders, The Folk Artists, Wage-Labourers, Recent Economic Changes, Manifestation of Ethnicity.

### Reference Books:

- Cohn, Bernard. (1971). India: The Social Anthropology of a Civilization. Oxford University Press

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- Desai, A. R. (2005). Social Background of Indian Nationalism (6Th-Edn). Popular Prakashan.
- Inden, Ronald. (1990). Imagining India. Basil Blackwell Ltd, Cambridge.
- Nehru, J. (2008). Discovery of India. OUP
- IGNOU, Course material. (2005). Sociology in India, Book-1 MSO 004. Indira Gandhi National Open University School of Social Sciences, New Delhi (<http://egyankosh.ac.in/bitstream/123456789/21039/1>)


  
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**Semester – II**  
**CC04 - English Communication - II**

**Course Outcomes**

CO1	The students will be able to discover the writing styles of different authors
CO2	The students will be able to connect the different authors views and opinions
CO3	The students will be able to illustrate various business correspondences
CO4	The students will be able to choose various grammar tools in modern correspondence
CO5	The students will be able to speak, converse, deliver a speech, narrate and write in English.

**Unit 1:** Prose: The Dispenser of Holy Water- Guy de Maupassant, After Twenty Years – O.Henry, The Wall- Dr.Sunilkumar Navin

**Unit 2:** Prose: Beware. You are Being Tracked! - Dr.Supantha Bhattacharyya. What is integrity? Subroto Bagchi, Unsung Women Achievers of Contemporary India - Dr.Subhashree Mukherjee

**Unit 3:** (A) Business Communication: Elements of communication Objectives of communication Essentials of effective communication Barriers to effective communication Suggestions to overcome the barriers. (B) - Business Communication & Correspondence, Memorandum Writing, Notice, Agenda and Minutes Writing Advertisements for: Rent, Sale, Situations Vacant. Credit letters-Granting/Refusing Credit, and Letter to the Bank for Overdraft Facility.

**Unit 4:** (A) Grammar: Subject-Verb-Agreement, Pronouns and Possessive Adjectives: Spotting errors and rewriting sentences correctly. (B) Language Study: Views and Opinions (Current, Social, Cultural, Political); Synonyms & Antonyms (based on the exercises at the end of the prescribed lessons from INSPIRATIONS), One Word Substitute based on lessons in INSPIRATIONS.

**Reference Books:**

- INSPIRATIONS- Raghav Publishers
- Business Communication and Management- Dr. K. R. Dixit (Vishwa Publishers, Nagpur)
- Business Communication: Urmila Rai, S. M. Rai - (Himalaya Publishing House)
- Business Correspondence and Report Writing - R. C. Sharma & Krishna Mohan (Tata McGraw- Hill)
- Developing Communication Skills - Krishna Mohan & Meera Banerjee (Macmillan)
- English Grammar - N. D. V. Prasada Rao (S.Chand)

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## QUESTION PAPER PATTERN – English Communication –II

Time: 3 Hours

Max. Marks: 80

N.B.

VSAQ-Very Short answer questions to be answered in one or two sentences

SAQ-Short answer questions to be answered in 75-100 words

PRQ-Personal Response questions to be answered in 75-100 words

Q.1.

- |  |   |          |
|--|---|----------|
| (A) TWO out of THREE SAQs from prose section or Unit-I (2x4) | = | 08 Marks |
| (B) TWO VSAQs from prose section or Unit -I (2x2)            | = | 04 Marks |
| (C) ONE PRQ out of TWO from Prose section of Unit -I (1 x4)  | = | 04 Marks |

Q.2.

- |   |   |          |
|---|---|----------|
| (A) TWO out of THREE SAQs from prose section of Unit-II (2x4) | = | 08 Marks |
| (B) TWO VSAQs from prose section of Unit -II (2x2)            | = | 04 Marks |
| (C) ONE PRQ out of TWO from Prose section of Unit -II (1 x4)  | = | 04 Marks |

Q.3

- |  |   |          |
|--|---|----------|
| A. One LAQ out of TWO from Unit III (A) (1 x8)   | = | 08 Marks |
| B. TWO SAQs out of THREE from Unit III (B) (2x4) | = | 08 Marks |

Q4.

- |  |          |
|--|----------|
| A. ONE out of TWO Letters  | 08 Marks |
| (Credit letters - Granting/Refusing Credit. Letter to Bank for overdraft facility) |          |

Q 5.

- |  |   |          |
|--|---|----------|
| A. EIGHT out of TEN Grammar items in Unit IV (A) | = | 08 Marks |
| B. Views and Opinions on Current Topics          | = | 08 Marks |
| C. Questions from Unit IV (B)                    |   | 08 Marks |

(Four items out of six on meanings of the Synonyms, Antonyms – [1x 4 Marks] and Four items out of six on One Word Substitute –[1 x 4 Marks])

*S.P. Zamboni*  
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INTERNAL ASSESSMENT OF SUBJECT -ENGLISH:

20 MARKS

The Internal Assessment would be done on the basis of the assignments submitted by the student and his/her performance, attendance and conduct during the Semester. The concerned teacher shall provide in advance, a list of topics based on the Units I & II from the prescribed text book.

Students may be given freedom to submit a creative writing assignment on human values/world peace/environmental issues inspired by or related to the lessons prescribed in the syllabus and give a PowerPoint presentation/oral presentation.

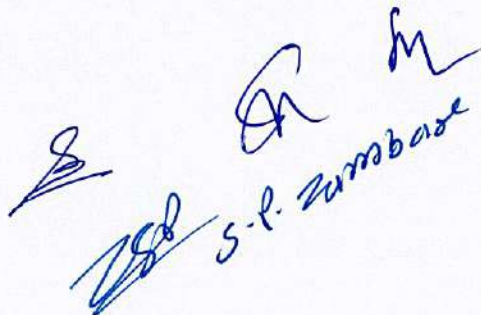
2 Assignments-5+5

= 10 Marks

PowerPoints Presentation/Oral Presentation-5 Marks Attendance

= 5 Marks

TOTAL= 20 MARKS

  
S.P. Zumbare

## CC 05 - Introductory Macroeconomics

### Course Outcomes

CO 1	The students will be able to understand the various methods of measurement of National Income
CO 2	The Students will be able to understand the concept and functions of money
CO 3	The Students will be able to categorise between various types of inflation and their effects
CO 4	The Students will be able to explain the slope of IS- LM curve and the factors affecting it.

**Unit 1:** Introduction to macroeconomics and national income accounting Basic issues studied in macroeconomics; measurement of gross domestic product; income, expenditure and the circular flow; real versus nominal GDP; price indices; national income accounting for an open economy; balance of payments: current and capital accounts.

**Unit 2:** Money Functions of money; quantity theory of money; determination of money, supply and demand; credit creation; tools of monetary policy.

**Unit 3:** Inflation Meaning, Measure and Effects Theories of Inflation and Control Measures. Inflation and Unemployment, Inflation and its social costs; hyperinflation.

**Unit 4:** The closed economy in the short run Classical and Keynesian systems; simple Keynesian model of income determination; IS-LM model; fiscal and monetary, multipliers.

### Reference Books:

- Principles of Macroeconomics, H L Ahuja, S Chand Publishing
- Gupta G.S., Macroeconomics Theory and Applications, Tata McGraw-Hill, New Delhi 2001
- Dwivedi D.N., Macroeconomics theory and policy, Tata McGraw-Hill, New Delhi 2001
- Case, Karl E. & Ray C. Fair, Principles of Economics, Pearson Education, Inc., 8th edition, 2007.
- Sikdar, Shoumyen, Principles of Macroeconomics, 2nd Edition, Oxford University Press, India

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## CC 06 - Quantitative Economics

### Course Outcomes

CO1	The student will be able to calculate measure of central tendency and its application
CO2	The student will be able to forecast values of a variable using time series analysis and index number methods
CO3	The student will be able to represent data using matrices and will also be able to solve equations using Cramer's rule and Gauss Elimination method
CO4	The students will be able to determine optimal utilization of resources using linear programming methods

**Unit 1:** Measurement of Central Tendency, Introduction, Central Tendency, Calculation of Averages – Arithmetic mean, Geometric mean and Harmonic Mean, Unit 4: Matrices and Determinants Positional average – Median, Calculation of Median. Mode – calculation of mode, use of grouping table for calculation of mode. Empirical relationship between mean, mode and median. Selection of appropriate measure of central tendency for different data.

**Unit 2:** Time Series Analysis and Index Number: Introduction of time series analysis. Application of time series in forecasting of data. Forecasting value of a variable using simple moving average, semi-average method and least square methods. Use of index number. Introduction to index number. Application of index number. Calculation of index number using - Laspeyre's Method, Paasche's Method, Fisher's Ideal Method, Drobish and Bowley's Method, Marshall Edgeworth Method, Walsch's Method and Kelly's Method

**Unit 3:** Matrices, Types of matrices, equality of matrices, transpose of matrix, symmetric and skew symmetric matrices, determinants, minors and co-factors, adjoints, inverse of a matrix, solution of linear equation using matrices methods-Cramer's Rule and Gauss Elimination Method. Matrix addition and subtraction, Leontief input output model.

**Unit 4:** Linear Programming Model, Introduction, Linear programming problems, basic assumptions, application of linear programming problem, mathematical formulation and solution of linear programming problem using – Graphical Method, duality and Simplex Method

### Reference Books:

- Quantitative Methods – C. Satyadevi – S. Chand Publication
- Business Mathematics & Statistics, D.N Elhance, Rajesh Elhance – Taxmann Publication
- Business Mathematics- S.R.Arora, & Kavita Gupta- Taxmann Publication

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S. R. Arora



## SEC 01 - Basics of MS Excel

### Course Outcomes

CO1	Student will be able to perform operations using Excel tabs and tools effectively.
CO2	Student will be able to reorganize the data with the help of Excel and compute various statistical parameters using Formulas and Functions
CO3	Student will demonstrate ability to work effectively on data sheet with the knowledge of Excel
CO4	Student will demonstrate the ability to construct Pivot Tables and perform operations on given data
CO5	Student will demonstrate the ability to present data in charts and graphs using Excel skills

**Unit 1:** Introduction to Excel - About Excel, Features of Ms-Excel, The Excel Environment: Quick Access Toolbar, Title Bar, Ribbon Tabs, Name Box, Formula Bar, Scroll bars, Status bar, Page views, Zoom Tool, Ribbon Display Options button, Excel Workspace, Cells. Creating Worksheets and Workbooks –Creating and Renaming Worksheets, saving workbook, Copying and moving a worksheet. Inserting and deleting rows and columns, Inserting header and footer in a worksheet. Formatting Cells; Selecting cells, entering text and numeric data into the cells, applying fonts and background colour, aligning data, merging cells, text wrapping, Number Formatting- Text, Percentage, Currency, Dates. Creating series, resizing columns width and rows height. Excel Shortcuts – Using Keyboard Shortcuts.

**Unit 2:** Excel Formulas and Functions- Performing basic mathematical operations using formula, applying formulas using cell names and range, Formatting text using different text functions, Performing calculation using Numerical and Mathematical functions. If function, Logical functions-AND, OR, NOT. Tables-Creating a Table, Applying styles to tables, Adding and Editing Records. Inserting Records and Fields, Deleting Records and Fields.

**Unit 3:** Filters, Grouping and Charts in Excel- Filtering records, Sorting data by single and multiple columns, Custom sort, Changing sort order. Eliminating duplicate records. Chart Preparation - Creating Charts, Selecting Charts and Chart Elements, Moving and Resizing Charts, Changing the Chart Type. Apply Custom Data Formats and Layouts- Changing the Data Range, Switching Column and Row Data, Choosing a Chart Layout, Choosing a Chart Style, Printing Charts, Deleting Charts, Applying Word art Styles to Chart Elements.

**Unit 4:** Introduction to Pivot Tables- Creating Pivot Tables and Pivot Charts, manipulating a PivotTable, Changing Calculated Value Fields, Applying PivotTable Styles, creating a PivotChart, Setting PivotTable Options.

### Reference Books:

- Excel 2019 All in one By Lokesh Lalwani, BPB Publications ISBN 9789388511582
- Microsoft® Excel® 2016 Bible Published by John Wiley & Sons, Inc., ISBN: 978-1-119-06751-1
- Microsoft Official Academic Course Microsoft excel 2013, 2014 by John Wiley & Sons, ISBN 978-0-470-13308-8
- Statistics for Managers: Using Microsoft Excel, Fifth Edition by David M. Levine, David F. Stephan, Timothy C. Krehbiel, and Mark L. Berenson, ISBN 0-536-04080 X

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- Microsoft Excel 2016 Step by Step - Curtis Frye. Microsoft Press, ISBN: 978-0-7356-9880-2
- Student Guide 40571A Microsoft Excel Expert 2019: [https://www.sos.wa.gov/\\_assets/library/libraries/projects/ita/40571a\\_microsoft\\_excel\\_expert\\_2019\\_ebook.pdf](https://www.sos.wa.gov/_assets/library/libraries/projects/ita/40571a_microsoft_excel_expert_2019_ebook.pdf)

## GE 02 - Governance: Issues and Challenges

### Course Outcomes

CO 1	The Students will be able to understand the concepts of governance
CO 2	The Students will be able to identify the challenges of governance
CO 3	The Students will be able to relate the participative governance
CO 4	The Students will be able to understand the governments initiatives of good governance

**Unit 1:** Government and Governance: Concepts, Globalisation: Role of State, Market and Civil Society, Governance: Conceptual Dimensions, Governance Framework in India, Stakeholders in Governance, Governance and Development, Changing Dimensions of Development, Strengthening Democracy through Governance.

**Unit 2:** Governance: Emerging Perspectives, Governance Challenges and Changing Role of Bureaucracy, Information and Communication Technology and Governance, Role of Media, Corporate Governance, Sustainable Human Development, Transparency and Accountability.

**Unit 3:** Local Governance, Decentralisation and Local Governance, Inclusive and Participative Governance.

**Unit 4:** Good Governance Initiatives in India, Public Service Guarantee Act, Citizen's Charter, Right to Information, Corporate Social Responsibility.

### Reference Books:

- Governance: Issues and Challenges, Abhay Prasad Singh, Krishna Murari, Pearson Education.
- Governance : Issues and Challenges, Santosh Kumar Sahu, Sage Publications
- Bhattacharya, M. (2011). New Horizons of Public Administration. New Delhi, India: Jawahar Publishers and Distributors.
- Chakrabarty, B. & Bhattacharya, M (Eds.). (2008). The Governance Discourse: A Reader. New Delhi, India: Oxford University Press.
- Chakrabarty, B & Chand, P (2017). Public Administration from Government to Governance. Hyderabad, India: Orient BlackSwan.

*S. G. M. S.P. Zambane*



## CC 07 - Intermediate Microeconomics-I

CO 1	Student will be able to Understand and apply the principles of consumer theory.
CO 2	Student will be able to Analyse firm behaviour and production decisions
CO 3	Student will be able to Examine the concept of market equilibrium and its implications
CO 4	Student will be able to Understand the concept of Market Interventions and its impact

**Unit 2:** Production Decisions: Technology and Production: Production Technologies. Production with One Variable Input, Production with Two Variable Inputs. Returns to Scale, Productivity Differences and Technological Change; Cost: Types of Cost, Cost with One Variable Input, Cost Minimization with Two Variable Inputs, Average and Marginal Costs, Effects of Input Price Changes, Short-Run versus Long-Run Costs, Economies and Diseconomies of Scale and Scope

**Unit 4: Market Interventions: Taxes and Subsidies: The Burden of a Tax, The Welfare Effects of a Tax, Government Subsidies and Their Effects; Policies Designed to Raise Prices: Price Floors, Price Supports, Production Quotas, Policies that Lower Prices: Import Tariffs and Quotas: Tariffs, Quotas, Beneficial Trade Barriers.**

- B. Douglas Bernheim and Michael D. Whinston, Microeconomics, Tata McGrawHill (India), 2009.
- Hal R. Varian, Intermediate Microeconomics, a Modern Approach, W.W. Norton and Company/Affiliated East-West Press (India), 8th edition, 2010.
- Snyder, C., Nicholson, W. (2010). Fundamentals of microeconomics. Cengage Learning

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S.P. Zambare



## CC 08 - Intermediate Macroeconomics-I

### Course Outcome

CO 1	The student will be able to understand the behaviour of Aggregate demand and supply
CO 2	Student will be able to relate expectations with inflation and employment
CO 3	Student will be able to associate the relationship between balance of payments and exchange rates
CO 4	Student will be able to understand the impact of policy decisions on economy.

**Unit 1:** Aggregate Demand and Aggregate Supply: Aggregate Demand: Introduction. Overview of the IS-LM Model, Aggregate Demand Curve. Bringing together AD and AS; Aggregate Supply: Introduction, Aggregate Supply Curve and the Labour Market, Labour Market under Imperfect Competition, Derivation of the Aggregate Supply Curve, Short Run and Long Run Aggregate Supply; Equilibrium Output and Prices: Short Run and Medium Run.

**Unit 2:** Expectations, Inflation and Unemployment: Adaptive Expectations: Adaptive Expectations Hypothesis, Algebraic Treatment of Adaptive Expectations, Limitations of Adaptive Expectations Hypothesis, Advantages of Adaptive Expectations Hypothesis. Rational Expectations: Concept of Rational Expectations, Assumptions of Rational Expectations, Implications of Rational Expectations Hypothesis, Limitations of Rational Expectations Hypothesis. Inflation: Meaning, causes and effects: Unemployment: Types of Unemployment, Phillips Curve, Natural Rate of Unemployment.

**Unit 3:** Balance of Payments and Exchange Rates: Balance of Payments: Balance of Payments Accounting Principles, Current and Capital Accounts, Types of Capital Flows: Autonomous and Accommodating, Equilibrium/ Disequilibrium in Balance of Payments. Exchange Rate Determination: Exchange Rate Regimes, Nominal vs. Real Exchange Rates, Interest Rate Parity Equation, Asset Market Approach to Exchange Rate Determination, Purchasing Power Parity (PPP), Monetary Approach to Exchange Rate Determination.

**Unit 4:** Open Economy Models: The Mundell- Fleming Model: Equilibrium Conditions for BoP, Effectiveness of Monetary and Fiscal Policy, Policy Choice; Dornbusch's Overshooting Model; Macroeconomic Policy in an Open Economy: Short-Run Effect, Long-Run Effect, Internal and External Balance, External Deficit and Unemployment.

### Reference Books:

- Abel, A., Bernanke, B. (2016). Macroeconomics, 9th ed. Pearson Education.
- Blanchard, O. (2018). Macroeconomics, 7th ed. Pearson Education.
- Dornbusch, R., Fischer, S., Startz, R. (2018). Macroeconomics, 12th ed. McGraw-Hill.
- Jones, C. (2016). Macroeconomics, 4th ed. W. W. Norton.

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## CC 09 - Economic Environment for Business

### Course Outcomes

CO 1	To describe the various Government policies especially monetary and Fiscal.
CO 2	Student will be able to relate expectations with inflation and employment
CO 3	To analyze the factors for Technological Growth and advancement
CO 4	To understand and analyze the Business environment of select Industries.

**Unit 1:** Theoretical Framework of Business Environment: Concept, Significance and Nature and scope of Business Environment, Types of Environment— Internal , External – Micro Environment and Macro Environment; Changing dimensions of Business Environment; Techniques of Environmental Scanning and Monitoring.

**Unit 2:** Economic Environment of Business : Significance and Elements of Economic Environment; Economic Planning in India- features and objectives of Indian Plans; Government policies –Industrial Policy, Fiscal policy ,Monetary policy, EXIM Policy; Public Sector and Economic Development; Banks and Relevance to Indian Business; Economic Reforms, Liberalization and Structural Adjustment Programs.

**Unit 3:** Technology, Political and Legal Environment: Features and Impact of Technology—Technology and Society-Economy-Restraints on Technological Growth-Status of Technology in India—Technology Policy. Critical Elements of Political Environment, MRTP Act, Competition Law, FEMA and Licensing policy.

**Unit 4:** Business Environment of Select Industries: Electronics and Communication, IT, Biotechnology, Pharmaceuticals, Automobiles, Banking and Insurance (A study of Economic, Technological, Political and Socio –Culture Factors)

### Reference Books :

- K.Aswathappa , Essentials of Business Environment, Himalaya Publishing House, 2019
- Francis Cherunillum, Business Environment, Himalaya Publications, 25th Ed.
- Rudra Dutta and Sundharam, Indian Economy, S. Chand & Co. New Delhi, 2016
- Chidambaram P., Business Environment; Vikas Publishing , 2007
- Faisal Ahmed and M.Absar Alam, Business Environment: Indian and Global Perspectives, Prentice-Hall of India Pvt Ltd, Edition 2014.

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*S.P. Zamboni*



## AECC 02 - Presentation Skills

### Course Outcomes

CO 1	To understand the essentials of effective presentation
CO 2	To understand the skills required for effective communication.
CO 3	To analyze the audience and their emotions.
CO 4	To understand and analyze the process of feedback,

**Unit 1:** Preparation of presentation–structure, principles and presentation technique, business presentation specifications, Report Writing, Developing Effective Presentation Skills. Oral Presentation: Principles of oral presentation, factors affecting presentation, sales presentation, training presentation, effective presentation skills. Slide Presentation: Craft your message, Make a visuals, Include proper Content of your presentation

**Unit 2:** Verbal communication – jawbreakers, argumentation, usable and unsuitable phrases Communication skills – listening, empathic reaction, questioning, show, opening door question Conflict situation solving, attack and defense. Nonverbal communication during presentation – how to manage stress, what to do with hands, legs, activating the audience with nonverbal communication, body language

**Unit 3:** Work with audience – ice-breaking, get them in the mood, work with emotions, visualization tools, nonstandard situations Improvisation and unprepared presentations Personal typology, professional typology, social aspect, man-woman view

**Unit 4:** Feedback – appreciation and critique, Paradigm of human cooperation – why there could be problems to start the communication and what to do with it – Defense against manipulation, how to say NO, stress management, Image and etiquette

### Reference Books:

- Effective Presentation Skills – Robert Dilts, Meta Publication
- Business Communication Today - Bovee and Thill: Tata McGraw Hill.

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### GE 03 - E- Governance

#### Course Outcomes

CO 1	To understand the importance of E-Governance and its technologies.
CO 2	Understanding legal aspects of E-Governance.
CO 3	Able to participate in E- Governance activities.
CO 4	Critically analyze E-Governance in Administration

**Unit 1:** Introduction: Meaning, Evolution and Importance of E-Governance.; Features of E-Governance.

**Unit 2:** Legal Initiatives: Information Society and Community Empowerment. IT Acts and National E-Governance Plan. E-Governance Initiatives in India.

**Unit 3:** E-Governance Technologies: Technology and Society. Ethics of Law and Technology.; Data Security and Privacy Concerns.; Smart Devices, Processes and Services.

**Unit 4:** Methods of E-Governance: GIS Based Management Systems. Database and Human Development. ; National Informatics Centre (NIC)

#### Reference Books:

- E- Governance in India: initiatives and issues, R.P. Sinha, Concept Publishing Company, 2006
- Public Administration and information Technology, Christopher G.Reddick, Jones & Bartlett Learning, 2012
- E-governance for Development: A Focus on India, Shirin Madon , Palgrave Macmillan , 2002.
- E-Governance: case studies, Ashok Agarwal, University Press India, 2007.
- IT and E-Governance in India , Kamallesh N. Agarwala, Murli D. Tiwari , Macmillan , 2002.
- E-Government: from vision to implementation: a practical guide with case studies. Subhash C. Bhatnagar, SAGE , 2004
- E-Governance: Concepts And Case Studies, C.S.R. Prabhu ,PHI ,2011
- Kanak kanthi- Good Governance and development. Abhijeet and publication New Delhi 2009.
- Verma S.L, Democracy and good Governance in India and Sharma and Roopa Singh Bareh Good Governance , Globalization and civil society(Jaipur, Rawat-2004)
- Niraja Gopal Jaya Ed. , Democratic Governance in India Sage, New Delhi 2003.

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## Semester IV

### CC10 - Intermediate Microeconomics II

#### Course Outcomes

CO1	The student will be able to understand the concept of Equilibrium in Perfect Competition
CO2	The student will be able to identify the impact of Monopoly on price.
CO3	The student will be able to Compare various Models of Imperfect competition
CO4	The student will be able to understand role of Government in managing Market Failure.

**Unit 1:** General Equilibrium: General Equilibrium with Production, 'Partial Equilibrium Analysis' and 'General Equilibrium Analysis, Production Efficiency, General Equilibrium with Competitive Input Markets, Transformation Curve; Overall Efficiency and Welfare Economics

**Unit 2:** Imperfect Competition I: Monopoly, Profit Maximization and Output Choice, Comparison between Perfect Competition and Monopoly, Deadweight Loss in Monopoly, Price Discrimination, Natural Monopoly; Monopolistic Competition, Equilibrium under Monopolistic Competition, Social Costs of Monopolistic Competition, Non-price Competition: Advertisement

**Unit 3:** Imperfect Competition II: Oligopoly, The Cournot Model, Collusion and Cartels. The Bertrand Model, The Stackelberg Model, The Dominant Firm Model; Game Theory and its Applications;

**Unit 4:** Market Failure: Externalities and Public Goods, Ways of Correcting Market Failure, Public Goods and Market Failure, Optimal Provision of Public Goods; Asymmetric Information, Adverse Selection, Solution to Asymmetric Information- Signaling and Screening, Moral Hazard.

#### Reference Books:

- B. Douglas Bernheim and Michael D. Whinston, Microeconomics, Tata McGrawHill (India), 2009.
- Hal R. Varian, Intermediate Microeconomics, a Modern Approach, W.W. Norton and Company/Affiliated East-West Press (India), 8th edition, 2010.
- Snyder, C., Nicholson, W. (2010). Fundamentals of microeconomics. Cengage Learning

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## CC 10 - Intermediate Macroeconomics II

### Course Outcomes

CO1	The student will be able to Compare various Models of Economic growth
CO2	The student will be able to Understand the behavior of money and investment
CO3	The student will be able to evaluate the Fiscal and Monetary policies
CO4	The student will be able to Compare the various thoughts of macroeconomics

**Unit 1:** Economic Growth: Harrod-Domar Model, Solow Model, Endogenous Growth Model, And Business Cycle

**Unit 2:** Microeconomic Foundations: Inter-temporal Choice – I, Inter-temporal Choice – II. Investment Function, Demand for Money: Post -Keynesian View

**Unit 3:** Fiscal and Monetary Policy: Fiscal Policy; Monetary Policy

**Unit 4:** Schools of Macroeconomic Thought: Evolution of Macroeconomic Thought – I. Classical Theory, Keynesian Theory; Evolution of Macroeconomic Thought – II. Neoclassical Synthesis, New Keynesian Economics;

### Reference Books:

- Abel, A., Bernanke, B. (2016). Macroeconomics, 9th ed. Pearson Education.
- Blanchard, O. (2018). Macroeconomics, 7th ed. Pearson Education.
- Dornbusch, R., Fischer, S., Startz, R. (2018). Macroeconomics, 12th ed. McGraw-Hill.
- Jones, C. (2016). Macroeconomics, 4th ed. W. W. Norton.

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## CC 12 - Basic Econometrics

### Course Outcomes

CO 1	The student will develop adequate competency in the frontier areas of economic theory and methods.
CO 2	The will be able to illustrate his/her capability of formulation and estimation of a multiple regression model.
CO 3	The student will be able to draw conclusion about the statistical significance of individual explanatory variable and also over all models.
CO 4	Student will be able measure auto correlation and causality in variables.

**Unit 1:** Nature of Econometrics and Economic Data Definition of Econometrics – Steps in Empirical Economic Analysis - Econometric Model – The Role of Measurement in Economics – The Structure of Economic Data: Cross-Sectional data, Time Series data, Pooled Cross Section data, Panel Data.

**Unit 2:** Simple Regression Model Two Variable Linear Regression Model: Assumptions. Estimation of Parameters, Tests of Significance and Properties of Estimators – Functional forms of Regression models – Log-linear models. Semi log models and Reciprocal models – Choice of Functional Form.

**Unit 3:** The General Linear Model Review of Assumptions, Estimation and Properties of Estimators: Un-biasness, BLUEs and Tests of significance of estimates – Analysis of Variance - Dummy variables - Nature of Dummy variables – Use of Dummy Variables – Errors in Variables and its consequences.

**Unit 4:** Auto-regressive and Distributed Lag Models Introduction – Types of Lag schemes - Koyck's lag model, Almon's Lag scheme, Partial Adjustment and Expectations models - Causality in Economics – The Granger Causality Test.

### Reference Books:

- Johnston, J: Econometric Methods, McGraw-Hill Book Co., New York.
- Maddala, G.S: Econometrics, McGraw-Hill Book Co., New York, 3rd Rd.
- Gujarathi, D.N: Basic Econometrics, Fourth Edition, Tata McGraw-Hill, New Delhi.
- Tintner, G: Econometrics, John Wiley & Sons, New York.
- Wooldridge, Jeffery M: Econometrics, Cengage Learning India Pvt. Ltd, New Delhi

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SP. Zambare

## SEC 02 - Advance Excel

### Course Outcomes

CO1	The student will be able to apply functions of MS -Excel for various mathematical and conditional analysis.
CO2	The student will be able to perform formatting operations and create a password protected worksheet
CO3	The student will be able to extract information from data using logical functions in MS Excel.
CO4	The student will be able to use advanced functions for statistical calculation and analysis using ToolPak of MS Excel.
CO5	The student will be able to use and apply various advanced functions of MS Excel in their professions.

**Unit 1:** Functions of Excel: Using functions: Sum, Average, Max., Min., Count, Counta, SumIf, SumIfs, CountIf, CountIfs, Averagelf, Averagelfs.

**Unit 2:** Text Functions and Protecting Excel: Upper, Lower, Proper, Left, Mid, Right, Trim, Len, Exact, Concatenate, Find, Substitute. File level protection, Worksheet protection.

**Unit 3:** Logical and Lookup Functions: If Function, How to fix error: iferror, Nested If, Complex if and or functions, Vlookup/Hlookup, Index and Match, Creating smooth User Interface using Lookup, Nested Vlookup, Reverse Lookup using Choose Function, Vlookup with Helper Column.

**Unit 4:** Advanced statistical functions: Use of Analysis ToolPak for complex statistical analysis (Correlation, Covariance, Regression, Histogram etc)

### Reference Books:

- Excel 2019: All in One, Lokesh Lalwani, BPB Publications.
- Microsoft Official Academic Course Microsoft Excel 2013,2014, John Wiley & Sons.
- Microsoft Excel 2016 Step by Step, Curtis Frye, Microsoft Press.

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S. S. Zambane



## GE 04- Sustainable Development

### Course Outcomes

CO1	The student will be able to Understand the concept of sustainable development
CO2	The student will be able to identify the relationship between Development, Sustainability and Climate Change
CO3	The student will be able to understand the role of sustainable development in soceity
CO4	The student will be able to evaluate the various of promoting sustainable development.

### Unit 1: Concept of Sustainable Development

Sustainable Development: Concept and Definition; Components of Sustainable Development; Indicators of Sustainable Development; Measures to Promote Sustainable Development; Goals of Sustainable Development.

### Unit 2: Development, Sustainability and Climate Change

Concept of Global Commons and Climate Change; International Conventions on Sustainable Development; Interrelationship among Development, Sustainability and Climate Change; Case for Differentiated Responsibilities.

### Unit 3: Health, Education and Food Security

Relationship between Sustainable, Development and Food Security; Role of Green and Converging Technologies in Health, Sanitation and Food Security; Role of Education in Sustainable Development

### Unit 4: Sustainable Development: A Way Forward

Role of Policy Innovations in Sustainable Development; Recognition of Ecological limits of Equity and Justice; Alternative Ways of Resource Generation and Capacity Enhancement; Role of Non-State Stakeholders in Sustainable Development

### Reference Books:

- Pearce, P.W. and Atkinson, G. (1992). Measuring Sustainable Development. CRERGE University College of London.
- Brown, L.R. (1981). Building a Sustainable Society. W.W. Norton. New York.
- Kothari, R. (1982). Environment and Development in Asia and the Pacific: Experiences and Prospects, UNEP.
- Meadows, D.H., et. al. (1972), The Limits to Growth. Signet, New York.

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