



UNIVERSITY OF RAJASTHAN

JAIPUR

SYLLABUS

M.Com

Economic Administration

&

Financial Management

Annual Scheme

M.Com.(Previous)Examination 2021

M.Com. (Final)Examination 2022

Raj / Jai

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M.Com. EAFM Syllabus

Annual Scheme 2021-2022

Each Theory Paper

3 Hrs. duration

100 Marks

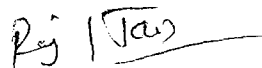
- The number of papers and the maximum marks for each paper/practical shall be shown in the syllabus for the subject concerned. It will be necessary for a candidate to pass in the theory part as well as in practical part (wherever prescribed) of a subject/paper separately.
- A candidate for a pass at each of the Previous and the Final Examinations shall be required to obtain
 - At least 36% marks in the aggregate of all the papers prescribed for the examination, and
 - At least 36% marks in practical(s) wherever prescribed at 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 that 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 Examinations |
| Second Division | 48% | |

All the rest will be declared to have passed the examination.

- 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 aforesaid period of three years; provided that in case where a candidate requires 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.
- The Dissertation shall be typewritten and submitted in triplicate so as to reach the office of the Registrar at least 3 weeks before the commencement of the theory examinations. Only such candidates shall be permitted to offer Dissertation/ Field Work/ Survey Report/ Thesis (if provided in the scheme of examination) in lieu of a paper as have secured at least 55% marks in the aggregate of all the papers prescribed for the previous examination in the case of annual scheme irrespective of the number of papers in which a candidate actually appeared at the examination.
- 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 on the recommendation of the BOS concerned.
- The external examiner for conducting the practical examination and viva-voce shall be appointed by the University through BOS.

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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 and cordless.

Non-collegiate candidates are not eligible to offer dissertation as per provisions of 0.170-A

Scheme and Distribution of Paper

There will be 9 papers in all. Of these 9 papers 5 will be compulsory and 4 optional. A candidate will be required to offer two compulsory and two optional papers in previous out of the list of papers meant for previous and the remaining three compulsory and two optional papers in the final examination out of the list of papers meant for M.Com (Final). Dissertation in lieu of the paper can be offered at the Final Examination provided that a candidate secures at least 55% marks in the aggregate of the previous examination, subject to the approval of topic of survey work and a candidate being adjusted suitable for undertaking such work. Maximum marks for each theory paper shall be 100 marks and each paper duration shall be three hours.

There will be five questions in all. The candidates are required to attempt all the question. There will be one question from each unit with an internal choice (either/or).

M.COM (PREVIOUS)

Compulsory Papers:

- EAFM-101 Economic Analysis
EAFM-102 Financial Management & Control

Optional Papers (Any Two) Economic Administration Group

- EA-103 Public Enterprises
EA-104 Industrial Economics
EA-105 Project Management
EA-106 India's Foreign Trade
EA-107 Quantitative Techniques

Optional Paper (Any Two) : Financial Management Group

- FM-103 Business Budgeting
FM-104 Public Finance
FM-105 Security Analysis
FM-106 Portfolio and Investment Management
FM-107 Quantitative Techniques

Optional Paper (Any Two) : Cooperation Group

- CO-103 Cooperative Project Planning
CO-104 Cooperative Movement in Rajasthan
CO-105 Co-operative Movement in India
CO-106 Financing Co-operative Projects
CO-107 Quantitative Techniques

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M.COM. (FINAL)

Compulsory Papers

- EAFM-201 Economic Administration & Policy
EAFM-202 Cooperative Sector Management
EAFM-203 Indian Banking System

Optional Papers (Any Two) : Economic Administration Group

- EA-204 Agricultural Economics
EA-205 Economic Environment in India
EA-206 Development Economics
EA-207 Infrastructure Management
EA-208 Dissertation and Viva-Voce

Optional Papers (Any Two) : Financial Management Group

- FM-204 International Banking
FM-205 Bank Management
FM-206 Merchant Banking & Financial Services
FM-207 Monetary Policy
FM-208 Dissertation & Viva-Voce

Optional Papers (Any Two) : Co-operation Group

- CO-204 Cooperation & Agricultural Organization
CO-205 Rural Development
CO-206 Cooperative Law
CO-207 International Cooperative Movement
CO-208 Dissertation and Viva-Voce

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M.COM (PREVIOUS) EXAMINATION

Compulsory Papers

EAFM 101 – Economic Analysis

- Unit-I Introduction to Micro and Macro Economics – Meaning, nature and scope of micro and macro economics, Theories of firm-sales revenue maximisation theory, managerial theories, behavioural theories and profit theory. Theory of demand, demand analysis and determinants of demand, demand function, concept of elasticity and its significance, demand forecasting techniques, macro economic issues in an economy.
- Unit-II Theory of consumer behaviour – Cardinal and ordinal approach, income and substitution effect – Hicks and Slutsky's approaches, Band Wagon effect, Snob appeal.
Production Function – Production functions, isoquants, laws of returns, returns to scale, estimation of production function.
Cost Function – Various concepts of costs, estimation of cost functions, economies of scale and scope. Short and long run cost curves.
- Unit-III Price and Output Relationship under different market conditions – Perfect competition, monopoly, discriminating monopoly, monopolistic competition, oligopoly, monopsony, bilateral monopoly, duopoly, pricing practices and policies.
Factor Pricing and Global Market Economy – Determination of rent, wage, interest and profit.
- Unit-IV National Income Determination : Actual and potential GDP, aggregate expenditure – consumption function, investment function, equilibrium GDP, concepts of MPS, APS, MPC, APC, Autonomous expenditure, the concept of multiplier.
National Income Determination in an Open Economy With Government – Fiscal Policy – Impact of changes in Government expenditure and taxes, Net exports and equilibrium GDP.
GDP and Price level in short and long run – Aggregate demand (AD) and Aggregate supply (AS), multiplier analysis with AD curve and price level changes, aggregate supply in short and long run. Keynesian theory of Income, output and employment.
- Unit-V Money in a Modern Economy – Concepts of money in a modern economy, monetary aggregates, demand for money, quantity theory of money, liquidity preference and rate of interest, money supply, credit creation and monetary policy.
Business cycles : Various theories of business cycles alongwith recent trends, phases in business cycles. Impact of business cycles in an economy, measures of stabilization.

Books Recommended

1. B.P. Gupta, "Business Economics", Malik and Company, Jaipur.
2. N.D. Mathur : "Managerial Economics for MBA", Shivam Book House, Jaipur.
3. D.M. Mithani, Managerial Economics – Theory and application, Himalaya Publishing House.
4. Paul, A. Samuelson "Economics", Tata Mcgraw Hills, New Delhi.
5. Mote and Paul "Managerial Economics", Tata McGraw Hill, New Delhi.
6. M.D. Agarwal and Gopal Singh, "Arthik Vishleshan" RBD Publication, Jaipur.
7. J.V. Vaishampayan, "Managerial Economics", D.K. Publishers, Lucknow.
8. Mankiw N. Gregory, "Macroeconomic", McMillan Worth Publishers, New York.
9. Dornbusch Rudiger and Stanley Fisher, "Macroeconomic", McGraw Hill.
10. Deepashree, Vanita Agarwal, "Macro Economics", Ane Books Pvt. Ltd., New Delhi.
11. M.C. Vaish, "Macro Economic Theory", Vikas Publishing House (P) Limited.
12. Sunil Chandra Bhaduri, "Macro Economics", New Central B.K. Agency (P) Limited
13. Blanchard, "Macro Economics", Pearson Education India.

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EAFM 102 – Financial Management and Control

- Unit-I Finance Function: Meaning, Scope, Role, Objectives of Financial Management, and Organization of Finance in corporate enterprises. Financial Analysis: Meaning, Objectives, Importance and Limitations. Analysis and Interpretation of Financial Statements.
Capital Structure Theories, Financial Planning and Forecasting.
Sources of Funds in India: Short Term, Medium Term and Long Term.
- Unit-II Management of Working Capital: Determinants, Sources and Analysis of Working Capital. Estimating of Working Capital Requirements. Management and Control of Investment in Inventories, Receivables and Cash.
- Unit-III Management of Securities: Underwriting arrangements, timing and pricing of issue, right issue. Capital Budgeting: Pay Back Period, Return on Investment, Net Present Value Method Proposals Under Uncertainty and Certainty
Cost of Capital and its Computation. Dividend Policy, Theories and methods of dividend payment, retained earnings.
- Unit-IV Ratio Analysis: Liquidity, Profitability, Activity Ratios and Capital Structure Ratios.
Fund Flow and Cash Flow Analysis.
Financial Planning: Capitalization, Capital Structure, Trading on Equity and Financial and Operating Leverages.
- Unit-V Financial Forecasting of Funds: The Cash Flow System. The projected balance sheet, Long term financial planning.
Project Planning: Profit Objectives, Computation of Income, Cost-Volume Profit Analysis: Profit Planning: Feasibility Assessment. Management of Income: Retained earnings and dividend policies, bonus issue.

Books Recommended:

1. Khan & Jain, Financial Management.
2. I.M. Panday, Financial Management.
3. S.C. Kuchhal, Corporation Finance.
4. I.M. Panday, Financial Management.
5. J.K. Dietrich, Financial services & financial Intuition.
6. R.W. Johnson, Financial Management.
7. Agarwal & Agarwal, Financial Management (English & Hindi Version)
8. M.R. Agarwal : Financial Management (Hindi & Hindi Version)
9. आर एन कुलश्रेष्ठ : निगमों का वित्तीय प्रबंध

Optional Papers (Any Two) Economic Administration Group

EA 103- Public Enterprises

- Unit-I Introduction: The changing role of public enterprises under different types of economic systems: the social and economic benefits of public ownerships; scope, rationale and objectives of the public sector in the present day economy.
- Unit-II Patterns of Public Enterprise: Public corporation; government companies; quasi corporation, departmental undertaking; commodity boards, control boards and local authorities: mixed corporation, joint sector undertaking; leasing and other forms of association in ownership and management between the state and private entrepreneurs. Functional role of public enterprises

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- Unit-III Governing Boards: Merits and demerits of functional and policy boards, internal organization: decentralization; delegation of authority and span of control; line and staff functions, the composition, size and tenure of governing boards.
Disinvestment and privatization in public enterprises, Case studies in power sector, infrastructure sector, telecom sector.
- Unit-IV Financial Administration: Assessment and disbursement of compensation; pattern of the share holdings and borrowing; investment policy, price, and profit policy; budgeting; purchases and sales policies; compensation; evaluation and the criteria of efficiency. Workers participation role in the administration of public enterprises, role of trade unions.
- Unit-V Control on Public Enterprises : Parliamentary, Presidential, Ministerial, Controller and Auditors Generals' Control, autonomy and accountability in public enterprises, Efficiency audit and expert reviews, users' committees and other advisory organizations; interrelations of public undertakings.

Books Recommended:

1. Hanson, A.H.: Public Enterprises and Economic Development.
2. Hanson, A.H.: Managerial problem in public enterprise.
3. Shukla, M.C.: Administrative in Business.
4. Om Prakash: Theory and working of State Corporation (with special reference to India).
5. शर्मा, शर्मा एवं सुराना : भारत में लोक उद्योग

EA 104 – Industrial Economics

- Unit-I Nature and Scope of Industrial Economics, Rationale of Industrialization and Foundation of Modern Industry.
- Unit-II Industrial Efficiency Concepts. Determinants, Measurement Efficiency and Decisions-Making Process. Competition Act 2002. Growth and Forms of Industrial Combinations- Horizontal and Vertical integration and Merger. Diversification trends.
- Unit-III Industrial Finance: The Need for Finance, Type of Finance, Source of Industrial Finance Choice of Funding Internal Vs External Sources, Role of lending institutions in India's industrial development.
- Unit-IV Industrial Location Analysis. The Determinant of Industrial Location. Approaches to Industrial Location Analysis, Operational approaches to industrial location, Industrial Location trends in India and backward area development.
Industrial Productivity: The concept, measurement and determinants. MSME's and their performance. Industrial development in Rajasthan-Existing infrastructure, Govt. Policy Problem of large and small industries.
- Unit-V Government Regulation of Industry: The Need for Government Intervention in Industry, The Government Regulations of industries, Social Control over industry. The legal frame work of Industrial Regulation in India. Appraisal of Industrial Policy of India. Specially recent Industrial Policy.

Books Recommended:

1. S.C Kuchhal: industrial Economics
2. R.S kulshrestra: Industrial Economics (Hindi and English)

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EA 105 - Project Management

- Unit-I Project Planning: concept and objectives of project planning. Monitoring and control of investment projects. Relevance of social cost benefits analysis. Identification of investment opportunities. Pre-feasibility studies.
- Unit-II Project preparation: Technical feasibility, estimation of costs, demand analysis and commercial viability, risk analysis, collaboration arrangements, financial planning, estimation of fund requirements, sources of funds. Loan syndication for the project. Tax considerations in project preparation and the legal aspects.
- Unit-III Project Appraisal: Business criterion of growth liquidity and profitability social cost benefit analysis in public and private sectors, investment-criterion and choice of techniques. Estimation of shadow prices and social discount rate.
- Unit-IV Review/Control-Evaluation of project/PERT/CPM.
Cost and Time Management issues in Project planning and management.
- Unit-V Financial Services: Need for financial services, various types of financial services. Fund Based and Non-Fund Characteristics and role of financial intermediaries.

Books Recommended:

1. Khan M.Y Financial Services.4th ed. McGraw Hill New Delhi 2001.
2. Prasanna Chandra, Project Preparation Appraisal and Implementation, 5th ed. Tata McGraw Hill. 2002
3. Dietrich J.K. Financial Services and Financial institutions: Value Creation in Theory and Practice, Prectice Hall New Jersey 1996
4. Clifford Gray, project Management, Richard D. Irwin 2005.
5. N.P Agarwal : project management , RBD Jaipur.
6. M.R Agarwal : project management , Garima publication Jaipur.

EA 106 - India's Foreign Trade

- Unit-I India's Foreign Trade: Pattern and structure of India's foreign trade; India's trade in services. Terms of trade, India on the world trading map; Analysis of thrust export products and markers. Export promotion measures.
- Unit-II Procedural and Documentary Framework – An Overview. Trade operations and documentation, Procedure for getting started in export – import business.
- Unit-III Foreign Trade Finance and Insurance: Pre-shipment and post-shipment finance: Sources and schemes of foreign trade finance. Exim Bank, ECGC.
- Unit-IV Foreign Exchange Facilities and Regulations Foreign exchange facilities and exchange rate mechanism: Regulatory framework – FEMA and its objectives and provisions: Other acts and regulations.
- Unit-V Foreign Investments: India's foreign investment policy and flows: India's investments abroad - pattern and structure; Indian Joint ventures in foreign countries and their operations. FDI : Rationale and government policy.
Balance of Payment Account India's Balance of payment account, current account deficit and adjustment policies; foreign reserves and debt situation.

Books Recommended:

1. Ministry of Commerce. Export Import Policy, Government of India, New Delhi.
2. Nayyar Deepak. Foreign Trade Sector, Planning and Industrialization in India, in Trance J Byres (ed.) The State Development Planning and Liberalization in India, Delhi. 1997

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- Unit-I Meaning and Scope of Quantitative Techniques: Role of Quantitative Techniques in Business and Industry.
- Unit-II Correlation Analysis : Definition and concept types and measures of studying correlations and methods. Regression analysis: Simple and multiple; its importance and application to business. Simple Partial and Multiple Correlations.
- Unit-III Research and Research Design : Meaning, need of research, characteristics of good research design, identification of problem.
- Unit-IV Source of primary and secondary data: Primary data collection techniques, schedule, questionnaire and interview and observation. Scaling Techniques : Purpose of scaling, techniques, Types of scales – Nominal, Ordinal, Interval and Ratio Scale.
- Unit-V Sampling theory and its significance. Sampling analysis in case of large and small samples. Tests of significance-z, 't' and 'F' tests. Hypothesis testing, Theory of Attributes, Chi-Square and Analysis of Variance.

Note: The candidate shall be permitted to use battery operated pocket calculator that should not have more than 12 digit 6 functions and 2 memories and should be noiseless and cordless.

Book Recommended


1. Kothari, C.R. and Gaurav Jain: Research Methodology – Methods and Techniques, Wishwa Publication, New Delhi.
2. John Miter and William Wasserman: Fundamental Statistics for Business and Economics.”
3. John E. Ullmann: Quantitative Methods in Management.
4. N.P. Agarwal: Quantitative Techniques: Ramesh Book depot, Jaipur
5. D.N. Ellhame: Fundamental of Statistics.
6. कैलाश नाथ नागर सांख्यिकी के मूल तत्व

Optional Papers (Any Two) Financial Management Group

FM 103 – Business Budgeting

- Unit-I Budgeting: Meaning, Origin and significance: Business budgets, Surplus budgets, Deficit budgets and its limitations in Public/Private sector institutions; Budget as an instrument of corporate planning; Framing of Government and Business Budget; Budget organization, Budget Committee and Time framework; Annual, Half-Yearly, Quarterly, Monthly, Weekly and Daily Budgets.
- Unit-II Operational Budgets: Feature of sound business budgeting; Materials budget; Labour budget, Overhead budget.
- Unit-III Financial budgets; (Detailed study of various methods of preparing cash budgets) Practical application of flexible budgeting; Master budget, Human Resource budgeting, Budgeting of Time and other Scarce (Economic) Resources.
- Unit-IV Performance Budgeting: The concept, evolution and its applicability to Government and business with special reference to India. Steps in the preparation of performance budgets, follow-up, Evaluation (including Concurrent Evaluation) and Monitoring: Information management, success and limitations of performance budgeting in India with special focus on Banks, Financial Institutions and Public Enterprises. budgetary control,

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- Unit-V, Zero base budgeting-its theory and practice with special reference to India.
Budgeting and Management Reports: Financial forecasting and Investment decisions, External reporting of security markets. Government (Planners/Policy-Matters) and other agencies. Preparation of various performance, Reports for presentation to various levels of management.--Timeliness, Reliability and Relevance of such reports and their practical formulations.

Books Recommended

1. व्यावसायिक बजटन : एम.आर. अग्रवाल
2. व्यावसायिक बजटन एवं पूंजी व्यय निर्णय : अग्रवाल, विजय, सुरोलिया
3. व्यावसायिक बजटन : ओसवाल, टण्डन, शर्मा, चिरानिया
4. Business Budgeting : Agarwal, Vijay & Surolia
5. Business Budgeting : Oswal, Sharma
6. वित्तीय प्रबंध के मूलतत्व : जाट, गुप्ता, मेन्दीरत्ता, सैनी, मिश्रा
7. वित्तीय प्रबंध एवं वित्तीय विश्लेषण : अग्रवाल, अग्रवाल
8. Management Accounting : Man Mohan, Goyal

FM 104 - Public Finance

- Unit-I Meaning, Nature and Scope of Public Finance. Principles of Public Finance. Role of public finance in augmenting allocative efficiency, distributive justice and economic stability in the economy. Present Fiscal Policy in India, Fiscal deficit and impact on Indian Economy.
- Unit-II Objective and importance of public expenditure; theoretical and economic classification of public expenditure, Canons of public expenditure, Effects of public expenditure on production consumption, distribution, Major trends in public expenditure in India.
- Unit-III Meaning and significance, sources of public revenue. Functional and economic classification of public expenditure, Effects of Public Expenditure on production and distribution, Major trends in public expenditure in India. Public revenue, functional and economic classification of public revenue.
- Unit-IV Taxation: Canons of taxation, the incidence and impact of taxation, Effects of taxation Measurement of degree of progression of taxes. Overall progressiveness of the whole tax system, problems of tax evasion and black money. Public Debt: Meaning, classification, theories, causes of high debt burden in India.
Concept of Federal Finance, Financial Relations between Central and State Government in India. Major criteria for transfer of funds. Adequacy of revenue in relation to functions of State Government.
- Unit-V Salient features of State finance growth and distribution of revenue and expenditure under major economic heads, Problem of burden of debt to the centre overdrafts. Current Issues: VAT, GST, concept and implications.

Books Recommended:

1. H.L. Bhatia : Public Finance, Vikas Publishing House Pvt. Ltd. Delhi.
2. B.P. Tyagi : Public Finance, Jai Prakash Nath & Co. Meerut
3. Musgrave R.A. and Musgrave P.A.: Public Finance Theory and Practice, Tata McGraw Hill, Delhi.

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FM 105 - Security Analysis

- Unit-I Introduction: Meaning and significance of security analysis, type of securities. Investment: Nature and scope of investment analysis, Elements of investments avenues of investment. Approaches to investment analysis, concept of return and risk. Security return and risk analysis, Measurement of risk and return.
- Unit-II Financial Assets: Types and their characteristics, Source of financial information.
- Unit-III Public Issue: SEBI guidelines on public issue, Size of issue, Pricing of issue, Promoters contribution Appointment of Merchant Bankers, Underwriters, Brokers, Registrars, and Managers, Bankers & Allotment of shares.
- Unit-IV Secondary Market: Role, Importance, Types of brokers, Trading mechanism, Listing of security, Depository - Role and Need Depository Act – 1996.
Valuation of Security: Bonds, Debentures, Preference shares, Equity Shares.
- Unit-V Fundamental Analysis: Economic Analysis, Industry Analysis and Company Analysis. Technical Analysis: Trends, Indicators, Indices and Moving Averages applied in Technical Analysis.

Reference books:-

1. Security analysis and portfolio management P. Pandian
2. Investment analysis and portfolio management – madhumati. Rangarajan
3. Security analysis and portfolio management – Fiscer and jorden

FM 106 - Portfolio and Investment Management

- Unit-I Portfolio Analysis: Estimated rate of return and standards deviation of portfolio, marketwise risk and return optimization. Investment Concept, Investment and Gambling. Influencing factor of investment decision: Financial decision Vs Investment, Process of Investment Program.
- Unit-II Single index model, portfolio total risk, portfolio market risk and unique risk, Sharps optimization solution.
Capital Market Theories: Capital market line and security market line, risk free lending and borrowings, factors model, arbitrage price theory, two factors and multifactor model, principal arbitrage portfolios.
- Unit-III Efficient Market Hypothesis:
Portfolio Performance Evaluation: Measurement of return, risk adjusted measure of return, market timing, evaluation criteria and processors.
Mutual Funds : Concept, objectives functions and types of mutual funds, Assets Management companies.
- Unit-IV Investment Avenues: Investment Classification: Bonds, Preference Shares, Equity Shares. Public Issue, Private Placement, Right Issue, Government Securities, Post Office Deposits, Real Estates, venture Capital, Mutual Fund, Precious Metals, Life Insurance etc.
Risk & Return: Meaning and Concept of Return, Various Techniques Used in Measurement of Return. Classification of Risk, Measurement (SD & Variance) and Management of Risk



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- Unit-V Valuation & Analysis of Securities: Bond Theories & Valuation Models. Valuation of Bonds, Preference Share, Equity Shares, Real Estate
Investment and Tax Planning: Exemption and Deduction, Equity Analysis & Equity Research Report.
Fundamental Analysis, Technical Analysis, Interpreting Research Report.

Books Recommended:

1. Security analysis and portfolio management P. Pandian.
2. Investment analysis portfolio management, Madhumati Ranganrajan.
3. Security analysis and portfolio management, Fiscer and Jorden.
4. Prasanna Chandra- Investment and Portfolio Management
5. S.K Evein- Security Analysis and Portfolio Management
6. V.K Bhalla- Investment Management.

FM 107 - Quantitative Techniques

- Unit-I Meaning and Scope of Quantitative Techniques: Role of Quantitative Techniques in Business and industry.
- Unit-II Correlation Analysis : Definition and concept types and measures of studying correlations and methods. Regression analysis: Simple and multiple; its importance and application to business Simple, Partial and Multiple Correlations.
- Unit-III Research and Research Design : Meaning, need of research, characteristics of good research design, identification of problem.
- Unit-IV Source of primary and secondary data: Primary data collection techniques, schedules, questionnaire and interview and observation. Scaling Techniques: Purpose of scaling, techniques, types of scales – Nominal, Ordinal, Interval and Ratio Scale.
- Unit-V Sampling theory and its significance. Sampling analysis in case of large and small samples. Tests of significance-z, 't' and 'f' tests. Hypothesis testing, Theory of attributes, Chi-Square and Analysis of Variance.

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Book Recommended:

1. Kothari, C.R. and Gaurav Jain: Research Methodology – Methods and Techniques, Wishwa Publication, New Delhi.
2. John Miter and William Wasserman: Fundamental Statistics for Business and Economics.”
3. John E. Ullmann: Quantitative Methods in Management.
4. N.P. Agarwal: Quantitative Techniques: Ramesh Book depot, Jaipur
5. D.N. Ellhame: Fundamental of Statistics.
6. कलाश नाथ नागर सांख्यिकी के मूल तत्व

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Optional Paper (Any Two) : Cooperation Group

CO 103 - Cooperative Project Planning

- Unit-I Project-Meaning, Objectives and Importance of Cooperative Project Planning, Project Identification. Formulation of Project – Steps involved in Project Formulation, Internal and External constraints,
- Unit-II Feasibility Analysis of a cooperative project. Implementation of Cooperative Project and use of Net-work techniques.
Procedures and Formalities of registration of projects in the Cooperative Sector.
- Unit-III Project technology with emphasis on: indigenous technology. Location, Size. Plan Layout of Projects. Projects Financing-internal and external sources.
- Unit-IV Cost Concepts, Meaning and Importance of Demand Forecasting, various techniques of demand forecasting
- Unit-V Pricing policy and Profit Planning in the Cooperative Sector. Specific studies of Cooperative-Sugar, Dairy and Housing Projects.

Books Recommended:

1. Dennis, A. Celiners: Completes Guide of Project Management, Management Guide, U.S.A.
2. M.D. Vidwn: Cooperative Law in India, Committee for Cooperative Training, 1969.
3. N.P. Agarwal : Project Management, Ramesh Book Depot, Jaipur.

CO 104 - Cooperative Movement in Rajasthan

- Unit-I Introduction: Evolution of Cooperative Movement in Rajasthan before Independence. Cooperatives during plans. Implementation of Cooperative Principles in Rajasthan.
- Unit-II A detailed study of the Rajasthan Cooperative Societies Act, 1965 as amended upto date. Shodha Ram Committee 1976, Mirdha Committee, Shivraman Committee (CRAFICARD) with special reference to Rajasthan.
- Unit-III Cooperative institution in Rajasthan, Cooperative Credit – short term, medium – term and long term Credit Societies – PACS, CCBS, Apex Bank, PLDB, and SLDB.
Cooperative Banks, Urban Cooperative Banks.
- Unit-IV Role of the State Government in the growth of Cooperative Movement. Drawback of development of cooperative movement in the State and suggestions for its progress.
- Unit-V Critical evaluation of following Apex organization:
- (i) RAJFED
 - (ii) CONFED
 - (iii) The Rajasthan State Cooperative Housing Financing Society.
 - (iv) The Rajasthan State Cooperative Union.

Books Recommended:

1. शिवाडी चौधरी एवं चौधरी राजस्थान में सहकारी कानून प्रकाशन
2. पी.एस. माथुर भारत में सहकारिता
3. पी.पी. गुप्ता सहकारिता के सिद्धांत एवं व्यवहार

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CO 105 - Co-operative Movement in India

- Unit-I Evolution of Cooperative Movement in India. Cooperative Movement before Independence and during the plans.
- Unit-II Role of Cooperatives in Globalization; Globalization and Cooperative Sector in India.
- Unit-III Organisation of the Non-Credit Cooperative Societies: Marketing Cooperative, Consumers Cooperative, Industrial Cooperative, Housing Cooperative, Producer Cooperatives
Government Control over Cooperative – Legal & Administrative, Vaidyanathan Committee Report.
- Unit-IV Critical Evaluation of following Cooperative organization: National Cooperative Development Corporation, National Cooperative Dairy Development Corporation, Anand Cooperative Dairy Federation Gujrat, IFFCO Indian Farmers Fertilizers Cooperative Organisation.
- Unit-V Cooperative Movement in Rajasthan-An overview of problem and present position.

Books Recommended:

1. G.S. Kamat: New Dimensions of Cooperative Management
2. I.I.O: Cooperative Management & Administration
3. B.C. Mehta: Consumer Cooperation in India
4. अग्रवाल, माथुर एवं गुप्ता – सहकारी चिन्तन एवं ग्रामीण विकास, रमेश बुक डिपो।

CO 106 - Financing Cooperative Project

- Unit-I Meaning, importance and role of finance in a project. Need and nature of financial support required for improving, promoting and sustaining a project.
- Unit-II Concepts of product orient credit/lending. Calculation of financial requirements in a project.
- Unit-III Internal and external constraints of a project. Sources of finance for a projects : non-institutional and institutional-commercial Banks, Financial Institutions, and Development Banks.
- Unit-IV Short –term, Medium term and Long sources of finance. Requirement of working capital.
Capital Budgeting. Project approach to financing-concepts, objectives and choice of a project.
- Unit-V Project formulation and appraisal-technical, economic and financial aspects of the projects.
Social cost benefits analysis. Different concepts and techniques used in the appraisal. Project management. Monitoring and evaluation of project-types of evaluation. Lessons to be drawn from the failure and success of project.

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References:

1. G.S. Kamat: New Dimensions of Cooperative Management.
2. I.I.O: Cooperative Management & Administration
3. B.C. Mehta: Consumer Cooperation in India

CO 107 - Quantitative Techniques

- Unit-I Meaning and Scope of Quantitative Techniques: Role of Quantitative Techniques in Business and industry.
- Unit-II Correlation Analysis : Definition and concept types and measures of studying correlations and methods. Regression analysis: Simple and multiple; its importance and application to business Simple, Partial and Multiple correlations.
- Unit-III Research and Research Design : Meaning, need of research, characteristics of good research design, identification of problem.
- Unit-IV Source of primary and secondary data: Primary data collection techniques, schedules, questionnaire and interview and observation. Scaling Techniques: Purpose of scaling, techniques, types of scales – Nominal, Ordinal, Interval and Ratio scale.
- Unit-V Sampling theory and its significance. Sampling analysis in case of large and small samples. Tests of significance-z 't' and 'f' tests. Hypothesis testing, Theory of attributes, Chi-Square and analysis of Variance.

Note: 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 and cordless.

Book Recommended

1. Kothari, C.R. and Gaurav Jain: Research Methodology – Methods and Techniques, Wishwa Publication, New Delhi.
2. John Miter and William Wasserman: Fundamental Statistics for Business and Economics.”
3. John E. Ullmann: Quantitative Methods in Management.
4. N.P. Agarwal: Quantitative Techniques: Ramesh Book depot, Jaipur
5. D. N. Ellhame: Fundamental of Statistics.
6. कलश नाथ नागर सांख्यिकी के मूल तत्व

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