

UNIVERSITY OF RAJASTHAN,
JAIPUR

Master of Finance and Control

2014-2015

Prepared by



Checked by


24/9

no external

**SYLLABUS
MASTER OF FINANCE AND CONTROL**

2. Eligibility:

A candidate who has secured more than 50% or CGPA of 3.0 in the UGC Seven Point scale [45% or CGPA 2.5 in the UGC Seven Point Scale for SC/ST/Non-creamy layer OBC] or equivalent in the Bachelor degree in Arts, Commerce and Science or Engineering or Technology or Medicine or Pharmaceutical Science shall be eligible for admission to First Semester of a Master of Commerce in Finance and Control course.

As per prospectus

3. Scheme of Examination:

- (1) Each theory paper EoSE shall carry 100 marks The EoSE will be of 3 hours duration. Part 'A' of theory paper shall contain 10 Short Answer Questions of 20 marks, based on knowledge, understanding and applications of the topics/texts covered in the syllabus. Each question will carry ^{Two} one mark for correct answer.
- (2) Part "B" of paper will consist of Four questions with internal choice (except in cases where a different scheme is specifically specified in the syllabus of 20 mark each. The limit of answer will be five pages.
- (3) Each Laboratory EoSE will be of four/six hour durations and involve laboratory experiments/exercises, and viva-voce examination with weightage in ratio of 75:25.

4. Course Structure:

The details of the courses with code, title and the credits assigned are as given below.

Abbreviations Used

Course Category

CCC: Compulsory Core Course

ECC: Elective Core Course

OEC: Open Elective Course

SC: Supportive Course

SSC: Self Study Core Course

SEM: Seminar

PRJ: Project Work

RP: Research Publication

Contact Hours

L: Lecture

T: Tutorial

P: Practical or Other

S: Self Study

Relative Weights

IA: Internal Assessment (Attendance/Classroom Participation/Quiz/Home Assignment etc.)

ST: Sessional Test

EoSE: End of Semester Examination

S. 23/9/11

First Semester

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MFC 101	Economics for Decision Making	CCC	6	4	2	0	3	0
2.	MFC 102	Theory of Finance	CCC	6	4	2	0	3	0
3.	MFC 103	Statistical Techniques	CCC	6	4	2	0	3	0
4.	MFC 104	Indian Financial System	CCC	6	4	2	0	3	0
5.	MFC 105	Treasury Management	CCC	6	4	2	0	3	0
6.	MFC 106	Computer Programming -I	CCC	6	4	2	0	3	0
7.	MFC 111	Practical - (Based on MFC 106)	CCC	2	0	0	3	0	4

Second Semester

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MFC 201	Environment of Business and Corporate Governance	CCC	6	4	2	0	3	0
2.	MFC 202	Indian Securities Market	CCC	6	4	2	0	3	0
3.	MFC 203	Optimization Techniques	CCC	6	4	2	0	3	0
4.	MFC 204	Business Communication Skill	CCC	6	4	2	0	3	0

5.	MFC 205	Corporate Tax Planning	CCC	6	4	2	0	3	0
6.	MFC 206	Computer Programming-II	CCC	6	4	2	0	3	0
7.	MFC 211	Practical Based on MFC 206	CCC	2	0	0	3	0	4

Third Semester

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MFC 301	Multinational Financial Management	CCC	6	4	2	0	3	0
2.	MFC 302	Investment Management and Security Analysis	CCC	6	4	2	0	3	0
3.	MFC 303	Entrepreneurship and Small Business Financial Management	CCC	6	4	2	0	3	0
4.	MFC 304	Project Planning and Analysis	CCC	6	4	2	0	3	0
5.	MFC 305	Financial Services	CCC	6	4	2	0	3	0
6.	MFC 306	Legal Environment and Business	CCC	6	4	2	0	3	0
7.	MFC 311	Practical Based on MFC 306	CCC	2	0	0	3	0	4

Fourth Semester

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P

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1.	MFC 401	Macro Economic Theory and Policy	CCC	6	4	2	0	3	0
2.	MFC 402	Strategic Management	CCC	6	4	2	0	3	0
3.	MFC 403	Management of Mutual Funds	CCC	6	4	2	0	3	0
4.	MFC 404	Insurance Management	CCC	6	4	2	0	3	0
5.	MFC 405	Management of Rural Finance	CCC	6	4	2	0	3	0
6.	MFC 406	Project Report and Viva-Voce	CCC	6	4	2	0	3	0
7.	MFC 411	Practical Based on MFC 406	CCC	2	0	0	3	0	4

MFC101: ECONOMICS FOR DECISION MAKING

UNIT – I

Meaning and Scope of Business Economics Role and Responsibility of economist in business.

The Fundamental Concepts: Incremental Reasoning, contribution, Time perspective, Risk and uncertainty, Concept of Wealth, Supply and Profit.

The Model of Profit Maximization – Baumol's Sales Revenue Maximization Model, Berle Means – Galbraith Model of Corporate Power Structure, O'Williamson Model of Managerial Discretion.

Growth Maximization Model: Baumol's Model of Growth Maximisation, Marris Model of 'Managerial Enterprise' Behavioral Theories of the Firm: Simon model of Satisfying Behavior, Cyest and March Behavioural Theory of the Firm.

UNIT – II

Demand and Revenue, Elasticity of Demand, Promotional-Substitution-Price expektorations elasticity of Demand, Significance of the concept of Elasticity. Determines of

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Demand forecasting, Methods of Demand Forecasting, Forecasting of a new product consumer durables and producer goods.

Cost concept Relevant for business Decisions, Cost in short run and long run and their relationship Analysis of Economics and Diseconomies of Scale. Main areas of cost control, Budgetary Control, Standard Costing, Ratio Analysis, Value analysis.

UNIT – III

Theory of Pricing – Perfect competition, Monopoly, and Monophony, Monopolistic, Duopoly and Oligopoly General Theory of Pricing, Peak Load Pricing, Pricing over the Life cycle of product, Multi product pricing, Transfer Pricing, Pricing Methods – Cost oriented Pricing, Competition oriented, Pricing based on economic considerations. Pricing Strategies – Stay out Price Listing, odd number and Round number, Limit pricing, Pricing in large and small business.

Reference Books :

1. Baumol W.J. – Economic Theory and operational Analysis – Prentice Hall of India, New Delhi.
2. Wildsmith J.R. – “Managerial Theories of the firm, Martin Robortson.
3. Paul M. Samuelson – Principles of Economies, Vikas, New Delhi.
4. D.N. Divedi – Managerial Economices, Vikas, New Delhi.
5. D.M. Mithani – Fundamental of business and Managerial Economics, Himalayan Publishing House, Bombay.
6. P.L. Mehta – Managerial Economics – Analysis Problems Cases, Sultan Chand & Sons.

MFC 102: THEORY OF FINANCE

UNIT-I

Financial Environmental – Finance Concept, other discipline corporate Financing, Business Financing.



Finance Function in Business – Finance and other Function, Organisation to carry out Finance Function, Factors affecting the Financing Organisation Finance, Finance Function in Fresh look.

Financial Planning – Characteristics of Financial Planning, Capitalisation, over-capitalisation, under capitalization, over trading, under trading.

UNIT-II

Financial Forecasting – Tools of Financial Forecasting, Balance Sheet, Statement showing the change in Working Capital , Cash Flow Forecast.

Long Term Financing – Need and Source of Long term Financing, Financial implications of Long Term Financing Long term Financing and debt equity ratio.

Short Term Financing – Source of Short term fixing, short Term V/s Long term Financing.

UNIT – III

Capital Structural Factors influencing Capital Structure, Optional Capital Structure Theories of Capital Structure.

E-Finance – Net Trading (On line trading) settlement system, Electric Clearing System, Transfer of Funds.

Reference Books:

1. Ravi M. Kishore: Financial Management, Taxmann, Allied Services Pvt. Ltd., New Delhi.
2. P.V. Kilkarni and B.G. Sathya Prasad: Financial Management – A Conceptual Approach, Himalaya Publishing Housing, New Delhi.
3. M.Y. Khan and P.K. Jain: Financial Management – Text and Problems Tata McGraw – Hill Publishing Coy. Ltd., New Delhi.
4. Prasanna Chandra: Financial Management – Theory and Practice, Tata McGraw – Hill Publishing Coy. Ltd., New Delhi.
5. James C. Van Horne: Financial Management and Policy, Prentice - Hill Publishing Coy. Ltd., New Delhi.
6. I.M. Pandey: Financial Management, Vikas Publishing House Pvt. Ltd., New Delhi.

MFC 103: STATISTICAL TECHNIQUES

Role of Statistical Techniques in Business and Industry

Simultaneous Linear Equations – Solutions of simultaneous linear equations-Gauss elimination method and pivoting; III-conditioned equations and refinement of solutions; Gauss-seidal Iterative method.

Numerical Differentiation and Integration, Solutions of Differential Equation: Range-Cutta methods; predictor-Corrector methods; Automatic error monitoring; stability of solutions.

Interpolations and Approximation: Polynomial interpolation-Newton, Lagrange etc.; Difference tables, Approximation of function by Taylor series and Chebychev polynomials.

Frequency Charts: Different frequency charts.

Regression Analysis: Least square fit; Polynomial and curve fitting; Linear regression and Nonlinear regression; Algorithms; Multiple regression Algorithms.

Time Series and forecasting: Moving averages; Smoothing of curves; Forecasting models and methods.

Statistical Quality Control Methods: Factor Analysis, ANOVA, Test of significance; X-test and F-test Qualitative Research.

Reference Books:

1. Stoar, Bulrich; Computer Oriented numerical Methods, Springer Verlag, 1980.
2. Rajaraman V., Computer Oriented Numerical Methods, PHI, 1980.
3. Affi, A.A.; Statistical Analysis: A Computer Oriented Approach, Academic Press Inc. 1978.
4. Krishnamurthy E.V., Sen S.K.; Computer Based Numerical Algorithms, East-West Press, 1984.
5. Scalzo, F., Elementary Computer Assisted Statistics, Van Nostrand Reinherd Co. Ltd., 1978.



MFC104: INDIAN FINANCIAL SYSTEM

UNIT – I

Introduction to Indian Financial System, Savings and Financial Intermediation, Commercial Banks beyond 2000, Reserve Bank of India, Cooperative Credit, NBFC, NABARD.

UNIT-II

Development Banking, Investment Banking, Merchand Banking, Mutual Funds, SEBI's Regulatory role, Money Market, Foreign Exchange Market, Primary Market, Secondary Market.

UNIT-III

The Indian Fiscal System – Introduction, Union Budget and its components, Finance Commission, Financial Administration, State Finance in India. Recent Trends in Indian Financial Market.

Reference Books:

1. Machiraju; Indian Financial System, Vikas, New Delhi.
2. Rangrajan C., Reform of the Financial Sector: Choices and Lessons; RBI Bulletin Dec., 1994.
3. RBI, Annual Report.
4. Ali Ber, Robert, Z; Money Banking and Economy, WWN & Co., New York.
5. Report of the Committee on Banking Sector, 1998.
6. Report on Trend and Progress of Banking in India (Latest).
7. RBI Bulletin 1991 and latest.
8. SEBI Main Guidelines and Classifications.

MFC 105: TREASURY MANAGEMENT

UNIT – I

Nature and History of Treasury Bills Authority and Procedure for issuing Treasury Bills, Bids.

Gilt Edged Securities Market, Types of Treasury Bills.

Form of Centre and State Govt. Securities, Treasury bills as a source of govt. borrowings and their cost of issue.

UNIT – II

Yield on TBs, Investment decisions for TBs, TBs as an instrument of Funds Management, Computation of yield on TBs for the purpose of Investment, Process of issue Grooming and switching, Anchon, Trending Procedure, REPOS, Reverse Reports, Govt. Bonds.

UNIT – III

Primary Dealers, operations of PDs, Underwriting of TBs, Satellite Dealers, RBI and Treasury bills market, Regulatory mechanism, Commercial banks and their dealing in the TBs, Interest Rate Swaps Study of UTI, SBI and LIC for their instrument management policies in G-Sec.

MFC 106: COMPUTER PROGRAMMING – I

UNIT – I Computer Fundamentals

An overview of Digital Computers, characteristics of Computers, Generation and classification of computers, Hardware and Software, Components of a computer system – CPU (Mother Board, Microprocessor, clock speed) Computer Bases-Data, Address and Control Bases; Expansion Slots, Memory (RAM, ROM, Cache); Input and Output Devices-Key Board, Mouse, Type of Printers, Modems, Scanner, Storage Devices-Diskette Derives (Floppy and Hard Disk Drives), CD-ROM and Magnetic Tape Drive. Introduction to computer programming languages, system software's (Operating Systems, Interpreters, Compilers, Loader Text Editors and Utilities Programs); Application Software (Word Processing, Spread Sheet, DBMS, Graphic Presentation, Browsers).

UNIT – II An Introduction to Information Technology

Information concept and processing, information and data, categories of information in a business organization, logical and physical data, concepts. IT in Business and Industries, use of IT in various application areas. Codes – ASCII, BCD, EBCDIC, Codes; Encoding and Decoding Conversion. Number Systems-Binary, Octal, Hexadecimal and Decimal numbers

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systems. Conversion from one to another number system; 1's and 2's complements. Binary arithmetic operations.

UNIT – III Operating Systems & Application Software's


Operating System evolution and need; Functions of Operating System; characteristics (Single/Multiuser, Single/Multi Tasking, Multi Processing Operating Systems); Information Managing (Files, Directories, Device Drives and I/O terminals).

Overview of Important MS-DOS Commands, System Files and Utilities. Graphical user Interface, Introduction to Windows 98/2000. Windows Installation, Taskbar, Toolbar and Display Settings, Control and all features there-in, Files and Folders Management, Windows Explorer, using Accessories; Configuring devices-Mouse, Modem, Key Board, Fonts, Graphics and Video devices.

Word Processing – MS Word: Introduction, Entering, Editing and Formatting Text, setting page layout, spelling and Grammar checking, thesaurus find and replace Text, Cut & Paste, Tables and Table Formatting, Mail-Merge and Template facilities.

Spread Sheet Program – MS Excel: Introduction; Applications of MS-Excel, Entering Data and Labels, Cell references, overview of Formats, Functions, Templates, charts and maps; Data Analysis in spread sheet program.

Suggested Books:-

1. PC Software for windows: Made simple by Taxali (Tata McGraw-Hill).
 2. Introduction to Computers with MS-Office 2000 by Leon Alessix (Tata McGraw-Hill).
 3. Windows 2000 Programming from the Ground up by Scheldt (Tata McGraw-Hill).
 4. Windows 98 Programming from Ground up by Schildt (Tata McGraw-Hill).
 5. Mastering Office 2000 by Counter (BPB).
 6. Operating System by Tanonbaum (PHI).
 7. IT by V.K. Jain (BPB).
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~~MFC 111-PRACTICAL~~

~~BASED ON MFC 106~~

MFC 201- ENVIRONMENT OF BUSINESS AND CORPORATE GOVERNANCE

Unit-I

Economic Environment, Socio-cultural politico-legal Environment, Changing Role of Government, Structural Dimensions of Indian Economy Regulatory and Promotional Framework, Critical Evaluation of Planned Economics Development, Xth Five Plan-An Approach.

Unit-II

External Sector-Indian Foreign Trade Balance of Payment, Exim Policy Foreign Capital and Collaboration, External debt WTO, issues for negotiations in Future TRIPS, TRIMS, subsidies and social clause.

Unit-III

Economic Reform Since, 1991- Liberalisation, Globalisation and Privatisation, Financial Sector Reform, Fiscal Sector Reform, Commercial and Trade Sector Reform,, Information Technology and Knowledge economy, Economy Reform and Social justice.

Suggested Readings:

1. Adhikari, M. Economic Environment of Business, S. Chand & Sons. New Delhi.
2. Ghosh, Alak, Indian Economy Its, Nature and Problems Calcutta.
3. Das Gupta, A, and -Sengupta, N.K. Government and Business, Vikas Publishing House, New Delhi.
4. Planning Commission (2001) Approach paper to Xth Five Year Plan, Government of India. New Delhi.
5. R. Datt & K.P.M. Sundram: Indian Economy (2001-2002), S Chand & Co. New Delhi.
6. Economy Survey, Government of India (996 and Later).
7. Report on Currency and Finance of RBI (Latest Issues).
8. Economic & Political Weekly Mumbai.
9. Economy Times and Financial Express (Daily News Papers).

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MFC 202- INDIAN SECURITIES MARKET

Unit-I

Origin and Growth of Securities and their Trading:

Classification of Securities, Investment Avenues for individuals and Institutions, Primary and Secondary securities market their growth and development, Regulatory mechanism.

New Issues Market

Money market its role and Instruments call money market, treasural management, CD, CPs, Trading mechanism in securities market, forward trading options futures, heading and Derwants margin trading, arbitration interest rate swaps.

Unit-II Risk and Return

Calculation and assessment of return on securities and their relationship with Risk Bound-Analysis.

Operations of MFs, Investment co. Commercial Banks in the securities market. Integration of Indian Securities market with international securities market with international securities market, Treasury Bills, G-Sees, short end long end securities, Reps.

Unit-III

National Stock Market System: NSE, BSE and other stock exchanges-organisation and Role Demutuatisation.

Depositories, Role functions and regulation, Market Indues- Sensex, Dollex, National Index, Other indives, CAPM, Factor Models, Arbitrage Pricing theory.

Study of Stock holding Corporation of India, Discount and Finance House of India, credit Rating Agencies.

Suggested Books:

1. Investment. William F. Sharpe: Gordon J. Alexander and Jeffery V. Barley Prentice Hall of India.
2. Futurs Markets, Robert W. Kolbe, Prentice Hall.
3. Options Futures and their Derivatives, John C. Hull Prentice Hall.
4. Financial Management, Money and Practice, Prasanna Chandra, Tata McGraw-Hill.
5. Financial Decision Making Hampton.
6. Security Analysis and Portfolio Management Donand E. Fischer, Ronald J. Jordan.
7. Indian Financial System, P.N. Varshney, D.K. Mittal.
8. Personal Investment Game, Prasanna Chandra, Tata McGraw Hill.

9. The Economic Times, New Delhi (Daily).
10. Financial Express, New Delhi (Daily)
11. The Journal of Finance N.Y.
12. Chartered Financial Analyst, ICFAI (Monthly).
13. The ICFAI Journal of Applied Finance (Bi-Monthly).

MFC 203- OPTIMIZATION TECHNIQUES

Unit-I

Liner Programming: LP formulations, Graphical method for solving LP's with 2 variables, Simplex method, Duality theory, Special Linear Programming problem. Transportations problems (Stepping stone Method), Assignment Problem (Hungarian Method).

Unit-II

Project Scheduling by PERT/CPM: Project management Origin and use of PERT Origin and use of CPM. Applications of PERT and CPM. Applications of PERT and COM. Project network. Diagram representation, Critical path calculations by linear programs, Critical path calculations by network analysis and critical path method (CPM), construction of time chart and resource labelling, Program Evaluation and Review Technique (PERT).

Unit-III

Queueing Models: Notations and assumptions, Queueing models with Poisson input and exponential service.

Sequencing Models: Sequencing problem, Johnson's Algorithm for processing jobs through TWO and THREE machines, Processing 2 jobs through machines.

Inventory Models: Introduction to the inventory problem, Deterministic Models- The classical EOQ (Economics Order Quantity) Model, Non-zero lead time. The EOQ with shortage allowed.

Suggested Books:

1. Gillet B.E.: Introduction to operation Research-A Computer oriented Algorithmic Approach, Tat McGraw-Hill Pub. Co., New Delhi.
2. Taha Hemdy, A: Operation Research-An Introduction, Fifth Edn., PHI, New Delhi.
3. Mital K.V. and Mohan C.: Optimization Methods in Operation Research and System Analysis 3rd Edn., New Age International Publishers, New Delhi.,
4. Hiller, F.S & Limerman, G.J Introduction to Operations Research, 2nd Edn., Holden Day Inc., London, 1974.



MFC204- BUSINESS COMMUNICATION SKILLS

Unit-I

Human Interactions through communication, Process of communication, Significance of communication in business organisation, Multinational and Language problem, Objectives of Communication Information, Order Advice, Suggestions, Motivation, Persuasion, Warning, Education.

Unit-II

The Channels of Communication, Barriers to Communication. Essentials of Effective Communication, Sharpening the tools of Business Communication, Group Communication, Listing Seminar Presentation, Public Speech Group Discussion.

Unit-III

Business Correspondence and Report Writing, Nature and Structure of Business Correspondence-Enquiries and Replies, Complaints and Status Enquiries, Circular Letters.

Suggested Readings.

1. Rodriques, M.V. Effective Business Communication Concepts, New Delhi.
2. Chase, Stuart, Power of Words, NY Harcourt Brale.
3. Korhalli, J.S.: Essentials of Business Communication, S.Chand & Co. New Delhi.
4. Zelko, H.P. Successful Conference and Discussion Techniques, McGraw-Hill New York.
5. Brown, Leyland: Effective Business Report Writing, Prentice-Hall, New York.

MFC 205- CORPORATE TAX PLANNING

Unit-I

Meaning and types of Tax, Incidence of tax.

Meaning of tax planning, tax avoidance and tax evasion: object of tax planning: concept o maximisation of after-tax income.

Salient features and incidence of corporate Taxation.

Unit-II

Recognised methods of tax planning: legal diversion of income: getting advantage of tax incentives, deductions and rabates.

Tax planning in respect of financial decisions: Capital structure decisions, inter corporate investments: capital expenditure decisions: effect of taxation in project evaluation divided policy.

Tax planning in respect of managerial decisions: New business: expansion, personnel remuneration: research and development, advertisement,

Residential status and tax incidence: advance ruling for non- residents.

Unit-III

Problems arising from different concepts of income-legal, economics and accounting.

Tax management: Deduction of tax at source, advance payment of tax returns and assessment, appeals.

Tax implications in planning the legal status of business unit partnership firm, private limited company or public limited company.

Anti-tax avoidance measures in the Income tax Act.

Suggested Readings:

1. V.K Singhania: Direct Taxes Planning and Management (Taxman Publications)
2. V.K. Singhania: Direct Taxes Law and Practice (Tax Publications)
3. R.N Lakhota: Corporate Tax Planning.
4. E.A Srinivas. Corporate Tax Planning.
5. H.P. Rannia: Corporate Tax Planning.
6. N.K Sharma: Tax Planning.

MFC 206: COMPUTER PROGRAMMING-II

Unit-I

Introduction to Data Processing, Business Data Processing System and its Components, records Files and Database: Data Collections, Preparation and validation, Overview of Business Functions, Use of Computer or Business Applications, Role of Computer & IT in Management, Business Files-Master Transactions, Backup and Report Files, Updation and Maintenance of these files: Processing Models (Batch, on-line and Real time).

Introduction to Management Information System, MIS organization within a company, Role and features of MIS, Components of MIS.

An introduction to computerised Business system- Accounting, Finance, Inventory, Production and Marketing systems, Key Information Needs, Transaction Processing and Management control, data collection and report design, Master and Transaction Files, Checks and Control Reports.

Unit-II Net Working and Internet

Introduction to Computer Network and Communication, role of Computer in Communication, Network Topologies, Components, Overview of node, LAN, WAN client/ server and user connection types.

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Introduction to TCP/IP, IP and DSN SA addresses, Features & Services of Internet (e-mail, News, Telnet, FTP, Chat, www. On-line services, Bulletin board services and video conferences). Overview of Internet Explorer and its features, use of Search Engines, Surfing, E-commerce, Role of E-commerce in Business, Introduction to Web.

Unit-III Computer Programming in 'C'

Character set. Data types, Variable and constants, expressions and operators, Assignment and I/O statements, control statements, console I/O, Array handling, Functions and subroutines: Scope and Life time Identifiers, Dynamic Data Structures in C-Pointers, Structures, Union and user- defined variables: string and file processing in C 'C' Preprocessors, standard libraries and Header files, Concept of Data Structures. Searching and Sorting techniques (Linear Binary, Bubble, Insert and Merge-sort).

Suggested Readings:

1. Programming in C by Bala Guruswamy, 2/e (Tata McGraw Hill).
2. Let us by Y. Kanetkar (BPB).
3. Working with C by Y. Kanetkar (BPB).
4. Internet for Everyone by Leo.
5. Internet and Web Page Design by Murarka (BPB).
6. Networking and Communication by Tanonbaum.
7. Theory and Problem of Data Processing by Lipschutz.
8. Business Data Processing by David.
9. Business Data Processing by Roy & Dastiden.
10. Internet & Web Page Design by V.K Jain.(BPB)
11. Business Systems by S. Jain.
12. E-Commerce by S. Jaiswal (Galgotia).

~~MFC 211- PRACTICAL~~

~~BASED ON MFC 206~~

MFC 301: MULTINATIONAL FINANCIAL MANAGEMENT

UNIT - I

The Multinational Financial Environment: An overview of Multinational Financial Management, Basis of International Trade. Gains from International Trade. International Exchange System.

International Monetary System, International Financial Institutions, Balance of Payments, Marketing and Economic Cooperation, WTO.

Foreign Exchange Market: Exchange Dealings, Foreign Currency Features and Options, Management of Transaction. Translational and Economic Exposures, Interest Rate Risk.

UNIT - II

The Foreign Exchange Market, Theories for Foreign Exchange Rate Movement and International Parity conditions.

Financial Management of the Multinational Firm: International Capital Flows, Cost of Capital and Capital Structure of the Multinational Firm. Multinational Capital Budgeting, Multinational Cash Management, Country Risk, Analysis, International Taxation.

UNIT - III

Financing Foreign Operations: Euro-currency Market, Interest Rate and Currency swaps. Depository Receipts-GDR and ADR, Firm and its implications.

International Debt Problems, Role of MNCs.

An evaluation of Multinational Financial Reforms.

Suggested Readings:

1. Teff Madura: International Financial Management.
2. Madhu Vij.: Multinational Financial Management.
3. C. Jeevanandam: Foreign Exchange & Risk Management.
4. Prances Cherunilam, International Economics.

MFC 302: INVESTMENT MANAGEMENT AND SECURITY ANALYSIS

UNIT - I

Nature and scope of Investment Management;

Stock Market operations in India, Listing on the Stock Exchange

The Investment Alternatives, Alternative Forms of Investment, Risk and Returns, Credit Rating.



UNIT – II

New Issue Market, Reforms in Primary and Secondary Market, Investor Protection, OTCET, Depositories, Merchant Banking, Venture Capital Funds.

Securities Trading Regulations, Instruments of Trading Security Market Indicators, Trading in Stock Market.

Security Market Analysis.

Investment Analysis and Theory – Flow of Funds Theory, Efficient Market Theory – Capital Assets Pricing Theory – Modern Portfolio Theory.

UNIT – III

Security Pricing – Constant Growth Model, Books Liquidity Value of Securities, Dividend Capitalization Fundamental Analysis.

Technical Analysis of the Market – DOW Theory, Elliot Wave Theory.

Portfolio Theory and Portfolio Management, Portfolio Selection and International Diversification.

Techniques of Portfolio Revision, Performance Measurements of Managed Portfolio.

Suggested Readings:

1. DE, Fischer, R.J. Jordan; Security Analysis and Portfolio Management, Prentice Hall Inc., N.J.
2. Clark Francis; Investment Analysis and Management, MC Graw Hill N.Y., USA.
3. Preeti Singh; "Investment Management" Himalaya Publishing House, Bombay.
4. V.A. Avadhani; Investment and Securities Markets in India. Himalaya Publishing House, Bombay.
5. P.N. Varshney & D.K. Mittal; Indian Financial System, Sultan Chand & Sons, New Delhi.

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**MFC 303: ENTREPRENEURSHIP AND SMALL BUSINESS FINANCIAL
MANAGEMENT**

UNIT – I

Concept of Small Scale Business, Role of Small Industries, policies governing small enterprise in India, start-up process of small enterprise, Rural industries, Auxiliary Industrial organization, Organizational Structure of small scale industries, Financial Management, Production Management and Marketing Management, Human Resources Management in small scale industries in India. Impact of Globalization on Small Business.

UNIT – II

Concept of Entrepreneurship, Role of Entrepreneurship, Entrepreneurial Culture, Origin and Development and Development of Entrepreneurship, Type of Entrepreneurship, Entrepreneurial Traits, Entrepreneurial Training Development, Industrial Research and Development, Entrepreneurship in Rajasthan, Various Agencies for Entrepreneurship Development.

UNIT – III

Special Problems of small scale Business Labour and Personnel Problem, Production Problems, Industrial sickness and industry innovation problems, Institutional Financing of small scale business. Banks, RBI, IDBI, IFCI, ICICI, IRCI, LIC & SFCS.

Suggested Readings:

1. Vasant Desai: Dynamics of Entrepreneurial Development and Management.
2. Tandon: Environment and Entrepreneur.
3. Dailey: Entrepreneurship Management.
4. Anil Mehta: Organization and Working Estates.
5. C.L. Bansal: Entrepreneurship and Small Business Management.
6. Sashi Balar: Management of Small Scale Industries.
7. R.R. Khan: Management of Small Scale Industries.
8. T.N.S. Tarun: Small Scale Industries & Indian's Economics Development.

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MFC 304: PROJECT PLANNING ANALYSIS

UNIT – I

Project – Concept, Characteristics, Life cycle, Identification of Project opportunities, Market, Technical and Financial Feasibility Analysis. Financial Appraisal Criteria – NPV, IRR and Payback, Sensitivity Analysis, Rationale for UNIDO Approach, Social Cost Benefit Analysis.

UNIT – II

Concept of shadow prices, Value of Foreign Exchange, Shadow piece of Investment, Social Rate of Discount, Shadow wage rate, Role of Development Financial Institutions.

UNIT – III

Forms of Project organization, Work breakdown structure (WBS). Contractor schedule & rescheduling, line of balance, Accomplishment Cost Procedure (ACP), Project Tracking and Control, Project Management Information System (PMIS), Project Audit, Ex-Post Evaluation.

Suggested Readings:

1. Matto P.K., Project Formulation in Development Countries.
2. Little I.M.D. and J.A. Mirrless: Project Appraisal and Planning for Development Countries.
3. Cleland D.I. and W.R. King: System Analysis and Project Management.
4. Bhavesh Patel – Project Management – Vikas Publishing House.
5. P. Chandra – Projects, TMH, New Delhi.
6. S. Choudhary – Project Management – TMH, New Delhi.
7. P. Gopalakrishnan – Project Management, Macmillan.

MFC 305: MANAGEMENT OF FINANCIAL SERVICES

UNIT – I

Financial services – concept, Financial services in contemporary business environment. Emerging trends in financial services. *Aw*

Recent development in Financial Services specially Insurance Sector, Commercial Banking, Mutual Funds and Credit Card Business.

UNIT – II

Type of financial services – raising capital – domestic and international, pricing decisions, hire purchase, credit ratings, factoring, venture capital, Bill discounting, Custodian Services.

UNIT – III

Evaluation of financial services – criteria and methodology. Client management relationship, Regulators framework of financial services, corporate restructuring and financial services.

Suggested Readings:

1. SEBI – Publications
2. RBI – Annual Report
3. NABHIs Publications
4. Prasana Chandra : Financial Management
5. L.H. Bhole: Financial Institutions & Markets
6. M.Y. Khan: Financial Services
7. H.R. Suneja: Innovations in Banking Services

MFC 306: LEGAL ENVIRONMENT & BUSINESS

UNIT – I

Salient features of companies Act of 1956

Unit – II

Securities & Contract Regulation Act, 1956

(SCRA 1956)

Securities and Exchange Board of India, 1992 (SEBI Act 1992)

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Unit – III

Foreign Exchange Management Act 1999

(FEMA, 1999)

Negotiable Instrument Act of 1881

Consumer Protection Act of 1986

Pollution Control Act

Suggested Readings:

1. Bare Acts (updated)
2. Actar Singh : Company Law
3. S.C. Deshmukh: Consumer Protection Act.

~~MFC 311 PRACTICAL~~

~~BASED ON MFC 306~~

MFC-401: MACRO ECONOMIC THEORY AND POLICY

UNIT – I

Introduction of Macro Economics: Meaning, nature, scope, importance and limitations Macro Economics. Classical and Keynesian theory of income and Employment. Consumption Function, Saving Function and investment Function. Theory of Trade Cycles, Paradox of thrift, the investment multiplier. Principle of Acceleration.

UNIT – II

Theory of inflation, causes and cure. Inflation and unemployment. Foreign Exchange Market and Exchange rate. Balance of payments, Disequilibrium and Adjustment, Introduction to macro economics policy. Monetary policy and fiscal policy. Fiscal policy of development economics and resource mobilization. Major trends in public expenditure in India.

UNIT – III

National Income; Concept, Components and Measurement.

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National Income Accounting. National income and Economics welfare. Social accounting.

Economics Growth: Meaning, importance and sources. Constraints and policies related to the process of economic growth.

Macro economic policy – An overview: Objectives Stabilization in the short run. Full employment and stable prices, warranted economic growth in the long run, external equilibrium.

Suggested Readings:

1. Dosnbusch: Macro Economics
2. D.N. Driver: Macro Economics: Theory and Policy
3. Rangrajan: Principals of Macro Economics
4. F.S. Proman: Macro Economics
5. Engene A. Diulies: Theory and Problems of Macroeconomics Theory

MFC 402: STRATEGIC MANAGEMENT

UNIT – I

The concept and process of Strategic Management. The macro environment and competitive environment, Strategic groups.

SWOT analysis firm; Building competitive advantage through differentiation strategies; Focus strategies, mass customization and quality dominance.

UNIT – II

Maintaining competitive advantage: Dynamics of competitive environment; Response options; Role of e-business resources in integration and diversification; Leveraging resources to maintain competitive advantage; Resource sharing; Information technology platforms as strategic tools.

Global strategy and niche markets, E-Commerce and global strategy; market access and e-commerce technologies; Globalizations and e-commerce infrastructure; Niche market identification and strategies.



UNIT – III

Strategic alliances: The concept, motives and types of strategic alliances. Risks and costs of alliances; Implications of alliances on business infrastructures; Leveraging e-business resources for implementing strategic alliances; Cultural and human dimensions of strategic alliances.

Reviewing competitive advantage: TQM, BPR, automation and networking, restructuring organizations and cross functional teams; Relationship management with suppliers, customers and employees. Using e-business for relationship management.

Suggested Readings:

1. Pitts Robert A. and Lei David, Strategic Management: Building and Sustaining Competitive Advantage, 2nd Edition, Sough-Western College Publishing, USA.
2. Hunger J. David and Wheelen Thomas L. : “Strategic Management. 6th Edition. 1999, Addison Wesley Longman Singapore Pvt. Ltd.
3. John A. Pearee II, Richard B. Robinson Jr., Strategic Management: Strategy Formulation and Implementation, 3rd Edition, 1996, AITBS Publishers and Distributors (Reg.), Delhi.
4. Fred R. David: “Strategic Management”, 3rd Edition 1991, McMillan Publishing Co., New York.
5. Venugopal R., “Contemporary Strategic Management”. 1999, Vikas Publishing House Pvt. Ltd., Delhi.

MFC 403: MANAGEMENT OF MUTUAL FUNDS

Unit-I

Mutual Funds, Meaning, growth, historical perspective.

Services and schemes offered to the MFS. Management and Regulation of MFS, Operations of MFS and MMMFs.

Unit-II

Regulatory Framework of MFs in India. Investment strategy of MFs Computation of NAV.

Unit-III

Comparative study of Indian MFs and Foreign MMFs private sector and Public sector mutual funds. Some specific studies of MFs in India.

Suggested Readings:

1. M.Y. Khan: Financial Services
2. L.M. Bhole: Financial Institutions and Market – Structure, Growth & Innovations.
3. V.A. Avadhani: Investment and securities market in India: Investment Management.
4. H.R. Sunela: Innovations in Banking Services.
5. Report on Currency & Finance: RBI (Annual)
6. Report on Trend and Progress of Banking in Indan: RBI (Annual)
7. J.S. Verma, Mutual Funds in India.

MFC 404: INSURANCE MANAGEMENT

UNIT – I

Introduction – Risk analysis, Risk management, Insurable risk, Insurance as a social security tool, Meaning, objectives, significance, types and functions of Insurance. Role of insurance in the development of an economy.

Insurance concept – Double Insurance, Re-insurance, underwriting, Nomination, Insurance tariff premium calculations.

Origin and Development of Insurance: Nationalization of Privatization in India. Organization and working of LIC and GIC Lyods organizations. Prospects of Indian and foreign companies in insurance business during globalization.

UNIT – II

Principles of Insurance: Utmost good faith, Insurance interest, indemnity, subrogation, overage contribution, proximate cause, mitigation of losses etc.

Insurance Intermediaries: Insurance Agents – Rights and duties, functions, procedure for becoming an insurance Agent. Code of Conduct, Agents regulations, Training license. Termination of Agency, Corporate Agent, Brokers, surveyors, loss assessors, Consultants etc.

Insurance Products: Methods of issuing insurance policy – Life Insurance Plans – Whole life, endowment, Group Insurance, Health linked plans, Superannuation's, Pension Plans, saving insurance plans. General Insurance. Fire Insurance, Marine Insurance, Motor Insurance, Medical and Accident Plans etc.

UNIT – III

Insurance Claims – Settlement procedure, Maturity Claims, Death Claims, Special Claims, Ex-gratin Claims, Paid-up Claims, Surrender Claims, Claims documents.

Insurance Legislation – A Study, Brief knowledge of Insurance Act 1938, LIC Act 1956, Marine Insurance Act 1963, General Insurance Business Nationalization Act 1972. Insurance Regulatory & Development Authority Act 1939.

Insurance Salesmanship – Qualities of an Insurance Agent, Selling process, consumer education, Motivation (Commission, Bonus), Policyholders Protection. New requirement of the customers. Code of advertising and Publicity.

Suggested Readings:

1. A.N. Agrawal: Insurance in India.
2. B.S.S. Bhir and M.D. Limaye: Insurance Principle & Practice.
3. J.H. Magree: General Insurance.
4. M.N. Mishra: Insurance – Principle and Practice.
5. LIC Annual Reposts.

MFC405: MANAGEMENT OF RURAL FINANCE

UNIT – I

Rural Scenario of Indian Economy. A brief profile of Rural Poverty. Unemployment and rural infrastructure. Rural industrialization and District Industrial Centers (DIC). Role of rural industries in Indian economy and economic development. Highlights of Industrial growth Since 1951. Role of Agriculture in Indian Economic, Causes of low Productivity of Indian Agriculture. Measures adopted to improve productivity.

20/2

UNIT – II

Rural Finance: Meaning, Need and importance. Problems of rural finance, Sources of Rural Finance, Role of State in Rural Finance. Basic features of Rural Finance rural poverty alleviation Programmes. Major rural employment generation schemes. Management of loan and subsidy. Role of NGO's in rural Development. Role of Ministry of Rural Development in Rural Development Activities.

UNIT – III

Rural Financing Institutions: Cooperative Institutions – PACS, Central Co-operative Banks, State Co-operative Banks, Land Development Banks, Regional Rural Banks (RPBs), Commercial Banks. Role of Reserve Bank of India. NABARD – An Apex Body of Rural Finance its organizations, management and main operations. Role and Policy towards Rural Development.

Non-Institutional Rural Financing, Agencies: Moneylenders, Jamiders, Big Farmers, Commission Agents, Relatives and Friends. Role of these agencies in the present context. An evaluation of Rural Financing Agencies.

Suggested Readings:

1. Ruderdudd & Sunderam: Indian Economy.
2. A.N. Agrawal: Indian Economy.
3. Mamoria: Problems of Indian Agriculture.
4. S.S.N. Desal: Rural Banking in India.
5. I.C. Dhingra: Agricultural Economy of India
6. B.S. Mathur: Co-operation of India.
7. The World Bank: World Development Report 1995, and onwards.
8. Gerald M. Meier: Leading issues in Economic Development.

MFC 406: PROJECT REPORT AND VIVA VOCE

Project Report	80 marks
Viva-voce	20 Marks
MFC 411 PRACTICAL	
Total	100 marks

~~BASED ON MFC 406~~