

M.Phil Social Work Academic Year 2013-2014

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Research Methodology for Social Work.	8 hours
13MPHILC11		

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Scientific method – its characteristics, purpose, assumptions, steps. Scientific method and social work research. Theory building in social research. Social Work Research: meaning, objectives, scope, process, integrating research and social work practice.

UNIT –II:

Formulation of a research problem. Concepts, operationalisation of concept, construct. variables, types and relationships among variables. Hypothesis – formulation, types – relational working, test, null and alternate. Attributes of a sound hypothesis. Research designs – exploratory, explanatory,diagnostics and experimental. Impact studies, cost – benefits studies, monitoring and evaluation. Evaluation of Social work services – Measurement tools for Evaluation of social work programme and practice.

UNIT – III:

Qualitative and Quantitative research: Qualitative: meaning, scope, characteristics, strategies, criteria: methods of qualitative research: ethnography, focus group discussion, life history(oral and narrative, and content analysis – use and limitations.

Quantitative: Meaning, types, quantitative Vs quantitative: triangular .Action Research, Mixed methods, evidence based research

UNIT –IV:

Sources of data – Primary and secondary. Research tools – interview schedules, guides, questionnaires & case study. Scaling techniques ,reliability and validity. Methods of data collection – observation, interview. Sampling – need, Types and procedures. Determination of sample size. Sampling error. Preparation of research proposal. Report writing

UNIT – V:

Use of statistics and their limitation. Levels of measurement – nominal, ordinal, interval and ratio. Measures of central tendency – mean, mode and median. Dispersion – range, quartile deviation ,mean deviation, standard deviation. Correlation – product moment, Spearman’s Rho, Phi Coefficient, Yule’s Q, Guttman’s Lambda, Gamma. Tests of significance, tests based on “t”,Z and Chi square. Introduction to computer - Data entry, Data Processing and Data Analysis SPSS and its use.

References:

1. Champion,D.J. (2000) Basic Statistics for Social Research(Section, Chandler)
2. Galtung, J (1967) Theory and Methods of social Research. (London: Geroge Allen and Unwin)
3. Goode, J, and Hatt P.K. (2001) Methods in social Research(New york: McGraw Hill)

4. Ramachandran, P. (1968) Social Work Research and Statistics, Ch.33 in Wadia A.R. History and Philosophy of Social Work in India. Bombay: Allied Publishers.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	HUMAN RESOURCE MANAGEMENT	8 hours
13MPHILHRE1		

Objectives

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

Unit- I

Relevance of Theories of Management in 21st century –Henry Foyal, Elton Mayo, Frederick Taylor, Peter Drucker. Compensation Management System- Wage Structure, Impact on Industry, Human Resource Acquisition: Hiring Strategies, Ethics in Selection Process, Use of Psychometric tests in Selection process and its relevance.

Unit-II

Talent Management: issues and problems, Performance Management Systems: Performance Assessment Techniques, Role of Managers, Reward Practices, Performance Counselling, Mergers and Acquisition: Issues and Problems of workers, Policies and its impact on Mergers and Acquisitions

Unit-III

Organizational Behaviour- Concepts, Definition, History, Methods. Understanding of human behavior - Process of Behaviour. Behavior Models - Individual Behaviour and Group Behaviour - influence of group behaviour in an organizational environment. Employee Motivation at work places, Motivational practices and its impact on Attrition, Stress, Burnout: causes and consequences and its impact on work Life.

Unit-IV

Leadership Theories, Individual Development – Team Development and organization Development Organisational Development : The Concept, Definition , objectives , Evolution: Kurt Lewin, Robert Tanenbaum, McGregor, Herbert Shepard, Robert Blake. Scope and practice of OD, Emergence of OD as an applied Behavioural Science.

Unit-V

OD Intervention: Factors influencing choice of an OD intervention, Structured Intervention: Work Redesign, Work Module, Quality of Work Life, Management by Objectives, Quality Circles. Behavioural Intervention: Sensitivity Training, Transactional Analysis, Career Planning, Inter-Group Interventions: Team Building, Survey Feed Back, Managerial Grid.

References:

1. Ramasamy, T.(2011) Principles of Management, Mumbai, Himalaya Publishing House
2. Rao, V.S.P.(2010), Human Resource Management, New Delhi, Exell Books
3. Aquinas(2009), Human Resource Management, New Delhi, Vikas Publications
4. Aswathappa, (2009), Human Resource Management, New Delhi, TataMc.Growhill
5. Shahbaz and Anita(2010), Contemporary Human Resource Management, Atlantic Publications.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROJECT CYCLE MANAGEMENT	8 hours
13MPHILCDE1		

OBJECTIVES

- To help the Scholars understand the importance of PCM
- To develop their Competency in PCM

UNIT I

PCM: Definition, Importance, project Cycle, role of project manager

UNIT II

Project Identification: Needs assessment, Capacity assessment, Tools – Listening, Interviewing, Focus groups, Community Mapping.

UNIT III

Project Design: Stakeholder analysis, Problem analysis, Logical frameworks, risk analysis.

UNIT IV

Proposal – Activity Planning, budgeting Indicators development – QQT – Quantity, Quality & time.

UNIT V

Implementation & Evaluation: Difference between monitoring and evaluation, types of evaluation, tools used in evaluation-PRA,PERT,CPM and input out put ratio.

REFERENCES

- 1.Spreckley freer (2006), Project cycle Management, England, Local Livelihood Limited.
- 2.Blackman Rachel (2009), Project cycle Management, England, Tear fund Publications.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Clinical Social Work	8 hours
13MPHILMPSWC1		

Objectives:

- To enable the students to acquire knowledge on mental health problems.
- To make the students to understand therapies relating to social work practice.
- To provide knowledge to the students regarding community mental health .

Unit 1 Basic concept of health:

Health- definition- changing concept of health- public health and community medicine- preventive and social medicine- levels of prevention. Dimension of health, Concept, definition and meaning of mental health. Medical sociology and social work – meaning and definition- relationship of sociology and Social work to medicine.

Unit-2 Mental Disorders:

Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Neurosis- Anxiety states, Depressive Reaction, Obsessive Compulsive Disorder, Convulsive Disorder, Phobic Reaction and Hypochondriasis b) Psychosis- Functional, Affective Disorders and Organic Disorders. Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Psychosomatic Disorder b) Personality Disorder – Alcoholism, substance abuse, anti-social Behavior, sexual Disorder and Deviations. C) Psychiatric problems among children and adolescents. D) Epilepsy e) Mental Retardation f) post traumatic stress disorder.

Unit 3 Social Work approaches and therapies relating to group ,family ,marriage and sex.

Group Therapy: Historical origins, theoretical models, types groups, stages of group therapy, process issues including role of the therapist, techniques, applications of group therapy. Family Therapy: The development of family therapy, schools of family therapy, models for the assessment of families, common family problems and their treatment, treatment goals, methods of therapy, terminating treatment. Marital Therapy: Development of marital therapy, current approaches, divorce and mediation, pre-marital counseling. Sex Therapy: Individual and couple sex therapy, techniques, sex counseling- current approaches.

Unit 4 Therapies relating to children and patients with special conditions

Therapy with children: Introduction to different approaches, Psychoanalytic therapies (Ana Freud, Melanie Klein, Donald Winnicott); Special Techniques (Behavioral and Play) for developmental internalizing and externalizing disorders. Therapy with adolescents. Therapies and techniques in the treatment of Deliberate self harm, Bereavement, Personality Disorders, Chronic Mental illness.

Unit-V Community Mental Health:

The Mental Hygiene Movement – scope of community mental health – primary prevention – community mental health education – Community Mental Health Programmes in India – Mental Health Act – Forensic Psychiatry.

References:

1. Introduction to Health Education, Walter H. Gresene, Bruce G.Simons- Morton Macmillan Publishing Company, New York, collier Macmillan Publisher, London.
2. Social Work Practice in Health Care, Carle Bailey Germaine, The Free Press, a Division Of Macmillan Inc., New york, collier Macmillan Publisher, London.
3. Social Work Perspective on Health, P.K Bailey Rawat Publication, Jaipur and New Delhi.
4. Problems and Practices in Mental Hygiene, Subdury Dattatreya, Sublime Publication, Jaipur.
5. Anderson R & Bury MM (Eds), Living with chronic Illness-The Experience of patients and their Families.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Concept Paper	8 hours
13MPHILC13		

Objective:

To help the scholar develop holistic understanding about the concept in which they plan to do research.

Structure of the paper:

The structure and the content of the paper would finalized by the Research Guide in consultation with the research scholar.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Research Dissertation Project	8 hours
13MPHILC21		

Objective:

- To enrich the scholars with scientific research methods.
- To enable them to contribute to knowledge development through research findings.

MSW- Social Work-Academic

Year 2013-2014

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS	6 hrs week Credit: 4
Code:13MSWC11		

Objectives

- To orient the students on the basic concepts related to professional social work
- To make the students to appreciate the professional values and ethics of social work
- To orient the students to Know about the various social problems and policy measures taken to address it

UNIT-I

Understanding Social Welfare, Social Work, Social Policy, Social Security, Social Development, Social Policy. Evolution of Social Welfare in U.K. U.S.A. and in India. Approaches and Models in Social Welfare and Social Work practice Professionalization of Social Work Practice.

UNIT- II

Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions.

UNIT – III

Social problem - Concept, Causes, Characteristics and Theories - Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- IV

Major Social Problems - Poverty, Unemployment, Commercial Sex Work, Beggary, Substance Abuse, Delinquency, HIV/AIDS, Problems of the people with disabilities. Social Work and legislative Interventions to combat social problems.

UNIT – V

Fields of Social Work - Community, Family, Health, School, Industry. International and National Associations for Social Work Education and Social Work Practice. Objectives and activities of IASSW, APASWE, NASW, IFSW, ASSWI. Problems and Challenges of Social Work Education in India. Role of Social Workers in Different Settings.

REFERENCES:

1. Chowdhry, Paul, (1992), Introduction to Social Work, New Delhi, Atmaram & Sons.
2. Cox, David & Pawar, M. (2006), International Social Work - Issues, Strategies and Programmes, New Delhi, Vistaar Publications.
3. Friedlander, (2005), Concepts and Methods of Social Work, New Delhi, Prentice Hall.
4. Gangarade, K. D, (2005), Gandhian Approach to Development and Social Work, New Delhi, Concept Publishers.
5. Madan, G.R. (1981), Indian Social Problems, Calcutta, Allied Publishers.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	UNDERSTANDING THE SOCIETY	6 hrs week
Code: 13MSWC12		Credit: 4

Objectives

- To make the students to understand the basic concepts and theories about society
- To enable the students to understand the contributions of different sociological thinkers
- To orient the students about the changes that is happening in the society

UNIT. I

Introduction to Social Sciences and its relevance to Professional Social Work. Concept of Society- Meaning, types and characteristics. Man as a Social Being. Community- Rural Urban and Tribal Communities. Social Organisations - Meaning and Forms. Concept of Associations - Difference between Society, Community and Association

UNIT. II

Introduction to Sociological Theories: August Comte, Spencer, Weber, Durkheim, Simmel,

Karl Marx. Indian Social thinkers - Gandhiji, Vivekanandar, Ambedkar and EVRamamasamy.

UNIT. III

Concept of Culture. Culture and Society. Culture and Personality. Cultural Lag. Cultural assimilation. Civilization - Customs, Mores, Folkways. Socialization - Meaning, Agencies and Functions. Social Control - Meaning and agents - its effect on individual and society
Social Processes – Associative Processes-Co-operation, Accommodation, and Assimilation.
Dissociative Process-Competition, Conflict,

UNIT. IV

Social Stratification - Meaning and Theories. Caste, Class and Race. Changing pattern of caste system in India. Social Mobility - Concept and factors for social mobility - Types of social mobility. Social Institutions - Marriage, Family, Religion - Meaning Types, and Functions and Changing Patterns - their Influence on individual. Social Inclusion & Exclusion.

UNIT. V

Social Change – Meaning, Theories, Causes and consequences. Social change in India. Group Behaviour - Social Groups- Primary groups, Secondary groups, Reference groups. Group dynamics - Crowd, Audience, Public Opinion, Propaganda and Group Morale.

REFERENCES:

1. Nisbet, Robert (1993), Sociological Tradition, Transaction Publishers,
2. Merton. R.K. (1968) Social Theory and Social Structure, New York, Free Press
3. Harry. M. Johns, (1993), Sociology – A Systematic Introduction, Chennai, Allied Publications.
4. Horton, P.S & Hunt, C. L. (2005), Sociology, New Delhi, Tata McGraw Hill.
5. Ramasamy, P. (2008). General and Medical Sociology, Chennai, New Millennium Publications
6. Singh, Yogendra, (1994), Modernization of Indian Society, Jaipur, Rawat Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	DYNAMICS OF HUMAN BEHAVIOUR	6 hrs week
Code: 13MSWC13		Credit: 4

Objectives

- To provide an orientation about the human growth and development.
- To make the students to understand the features of various life phases
- To develop the psychological testing skills of the students

UNIT.I:

Psychology – Definition- Meaning – Branches and scope of psychology – fields – Methods – Introduction to Cognitive theories – Health Psychology – Need – Role of Psychology in Health – Relevance of Psychology for Social Work practice.

UNIT.II:

Development of Psychology – A Historical Perspective: Introduction The early age pre – Scientific Psychology – the Modern age of Scientific Psychology – Structuralism – Functionalism – Behaviorism – Gestalt Psychology – Psychoanalysis – Transactional analysis.

UNIT.III:

Human Growth and Development: Meaning of development tasks – Biological foundation – Pre-natal development and Birth – Infancy – Baby hood – Early child hood – late child hood – Puberty-Adolescence – Early Adult hood – Middle adult hood – old adult hood – Physical , Psychological and social aspects of development.

UNIT.IV:

Human Learning – Meaning and Nature – Types of Learning – Theories of learning – Theory of Classical Conditions – Principles of classical condition – operant condition – Introduction to Behaviour Modification Techniques. Perception, Attitude, Attitude Formation.

UNIT.V:

Human Motivation: Definition – Meaning – Theories of Motivation – Basic Human needs – Personality – definition – Meaning – Theories – Types –Social Learning theory – Defence mechanism. Introduction to Psychological Testing – Definition – Types – Characteristics& Importance.

REFERENCES:

1. Ronald J. Comer,1998 wh. Freeman and Company. Fundamentals of abnormal psychology
2. M.S.Bhatia 2010.CBS Publishers & Distributors Pvt, Ltd, New Delhi, Chennai- Short text book of Psychiatry V edition
3. Michael gelder 2009 Paul Harrison and Philip cown oxford University Press – Shorter Oxford text book of Psychiatry V edition
4. Jaypee Brothers 2005 Medical Publishers (P) Ltd , Diagnostic and Statistical Manual of Mental Disordeers DSM – IV – TR
5. DevidH.BarlowV.Mark Durand 2008, Thomson, wadsworth, Abnormal Psychology

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	SOCIAL CASE WORK	6 hrs week
Code: 13MSWC13		Credit: 4

OBJECTIVES:

- To help the students understand the concepts, principles, process of social case work and its applications.
- To develop the competence of students to practice Social Case Work.

UNIT-I:

Social case work - Concept, definition, meaning, objectives and history. Dynamics of human behaviour and its application to social case work. Basic components of social case work - Problem, Person, Place, Process.

UNIT- II:

Principles of Social Case Work. Process – Intake(Types), Study(Case History Collection), Diagnosis(Prognosis), Treatment, follow up and termination. Understanding change and change process. Case History taking.

UNIT- III:

Models of Social case work- Social diagnostic (Richmond), Supportive (Hamilton), ProblemSolving (Perlman), Crisis Intervention (Rappaport) and Competence Based (Elleen Gabriel).Approaches to Social Case Work.

UNIT - IV.

Tools of helping- listening, the art of probing, conditions promoting therapeutic relationship: unconditional positive regard, genuineness and empathy, managing reluctant and resistant clients, resources mobilization, home visits and collateral contact.Transference & Counter-Transference.

UNIT V:

Application of Social work in different settings: family, educational, medical, Correctional and Industry.

Recording-importance, types: narrative, process, verbatim and summary.

MSW I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FIELD WORK PRACTICUM	6 hrs week
Code: 13MSWC13		Credit: 4

Supervision- need and importance in the practice of Social Case Work.

REFERENCES:

1. Aptaker, Herbert. (1982), Dynamics of Case Work and Counseling, Boston, Miffin Pub.
2. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
3. Upadhyay,P.K. (2003), Social Case Work, New Delhi, Rawat Publications.
4. Perlman Helen (2011), Social Case Work, New Delhi, Rawat Publications.

Objectives:

- To expose the students to the realities and thereby strengthen their social sensitivity.
- To familiarize them with the organizations working among the vulnerable/disadvantaged groups.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL GROUP WORK	6 hrs week
Code: 13MSWC21		Credit: 4

Objectives:

- To help the students understand the concepts, principles, process of Social Group

Work and its applications.

- To develop the competence of students to practice Social Group Work.

Unit – I

Introduction to Social Group Work: Definition, Objectives of Social Group work, the group and personality Development Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

Unit – II

Dynamics of group work Process: Process of group formation structure and demotion of the Pattern and Process of group interaction: group clinic, group diagnosis, leadership, Use of Socio metrics & Socio matrix.

Unit – III

Principles of Social group Work: Principles of planned group formation – specific objectives- purposeful worker group relationship – continuous individualization – guided group interaction – democratic group self-Determination – Flexible functional organization - Progressive programme experience.

Unit - IV

Group work Process: Intake – Study – diagnosis goal setting, treatment and Evaluation. Principles of Programme Planning. Programme Laboratory and its Relevance: Games, Singing and dance, arts and crafts, dramatics and role play, storytelling, Puppetry, Group discussion and exposure.

Unit – V

Role of Group worker- enabler, helper, supporter, therapist, resource utilization and evaluation. Skills of the social group worker.

Application of Social Group Work in different settings -Industry, Hospital, Family, educational, correctional. Preparation of group work records – guidelines for writing records – Research in social group work .

References:

1. Turner, J.F – Differential diagnosis & Treatment in Social work, Net York, the Free press
2. Heap, Ken: Group theory for Social workers, Penguman Press
3. Douglas, Tom: A Theory of Group work Practice, Macmilan press
4. TreckerHerleigh(1972), Social Group Work: Principles and Practice
5. Siddiqui, H.Y (2008), Social Group Work: Theory and Practice, New Delhi, Rawath Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WELFARE ADMINISTRATION & LEGISLATION	6 hrs week
Code: 13MSWC22		Credit: 4

Objectives:

- To make the students to understand various social policies and social welfare administration
- To make the students to understand the administrative arrangements for social welfare administration in India
- To throw more light on various legal aspects, acts which are applicable in the field.

UNIT.I

Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangements and constitutional base for Social Welfare / Policy in India. Functional areas of

Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

UNIT.II

Policy issues related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and evaluation. Guidelines to prepare project proposals

UNIT.III

Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act.Memorandum of Association.Constitution and Bye - laws.Functions of Governing Board.Provisions in Income Tax Act.Overview of administrative process.POSDCORB.Planning, Organizing, Staffing, Directing, Controlling, Reporting and budgeting.

Unit-IV

The Family Courts Act1984, The Protection of Women from Domestic Violence Act, 2005, The Dowry Prohibition Act, 1961, The Indecent Representation of women (Prohibition) Act, 1986, The Prohibition of Child Marriage Act,2006. The Compulsory Registration of Marriage Act, 2007,The Pre-conception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, Sexual Harassment at Work Place Act

Unit-V

Right to Information Act 2005,The Maintenance and Welfare of Parents and Senior Citizens Act, 2007, The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act 1989, Right to Education, Consumer Protection Act of 1986. Public Interest Litigation in India: Growth, issues to be raised in PIL, Legal Aid Services Authority Act

REFERENCE BOOKS:

- 1.KumarJha (2009) , Encyclopedia of Social Work, Social Welfare and Social Work, Anmol, New Delhi
2. Gautam et al, (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
- 3.Bhatiya&Dingh (2009), Social Policy In India, New Royal Book Company, Lucknow.
- 4.Bose.A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.

MSW I Year	CORE	Max Marks 100
Semester –II	COMMUNITY ORGANISATION	Int: 25 Ext: 75
Code: 13MSWC23		6 hrs week
		Credit: 4

- 5.Chowdhry, Paul, (1993), Hand Book on Social Welfare in India, Delhi, Atmaram

OBJECTIVES

- To help students understand community organization as a method of social work.
- To enable them understand the methodology of organizing the community.
- To help them develop an understanding about the application of community organization in different conditions.

UNIT I

Definition of community, characteristics and types of community (functional and geographical). Differences between rural and urban community. Importance of understanding

the Community Leadership and the Power structure in the community.

UNIT II

Community Organisation – Definition, Objectives, Assumptions, and Principles. Community organization as a method of social work. Approaches in community organization – Neighbourhood Development Model, System Change Model & Structural Change Model.

UNIT III

Jack Rothmans Model- Locality Development, Social Planning and Social Action .Community organization and Community development. Phases /Steps in community organization- study, analysis, Assessment, DecisionMaking, Planning, Action and modification. Classification of methods /Tools (Arthur Dunham). Importance of Conflict Resolution Methods. Skills of a Community Organizer.

UNIT IV

Social Action: Definition, Principles, assumptions and strategies. Advocacy and Lobbying. Contributions of Gandhi, Saul Alinsky and Paulo Frierrie.

UNIT V

Role of community organiser, Application of community organization method in issues related to Natural Resource Management, Public Health, Child Rights, Food Security, Civil Conflicts and Disaster Management.

REFERENCES

1. HY Siddique, (1984) Social Work and Social Action (Developmental Perspective), New Delhi, Harnam Publications.
2. Freire, Paulo, (1972) Pedagogy of the Oppressed, Penguin, Harmondsworth.
3. Anne Hope & Sally Timmel, (1984) Training for Transformation , London. Intermediate Technology Publications.
4. Mark.S.Homan, (1993) Promoting Community Change, California, Brooks/Cole Publishing Company.
5. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WORK RESEARCH AND STATISTICS	6 hrs week
Code: 13MSWC24		Credit: 4

Objectives:

- To enable students to understand the importance and need for Social work research and statistics.
- To help students understand the methodology of social work research and statistics and its application in the field.

UNIT I :

Basics of Social Sciences Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Social Work Research: Definition, Meaning, Present position and Agencies in India, Problems & Challenges in Social Work Research.

UNIT II :

Problem Identification, Review Of Literature (ROL), Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research. Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Factors influencing the choice of designs. Hypothesis – Definition, meaning, types, conditions, relevance in research. Pilot study and its importance.

UNIT III :

Universe and Sampling-Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Introduction to the application of Qualitative Research, Focused Group Discussion (FGD), Participatory Rural Appraisal (PRA) & Mixed Methodology.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD,SD). Correlation- Meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests. ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V :

Analysis , Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive

MSW I Year	ELECTIVE	Max Marks 100 Int: 75 Ext: 25
Semester – 2	FIELD WORK PRACTICUM AND SUMMER PLACEMENT	6 hrs week
Code: 13MSWC25		Credit: 5

summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Social work using previous studies.

REFERENCES:

1. Anderson et al, (1991), Thesis and Assignment Writing, New Delhi, Wiley Easton Ltd.
2. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
3. Champian, DJ. (2001), Basic Statistics, Prentice Hall
3. Goode & Hatt, Methods in Social Research, McGraw Hill
4. Gupta, S P. (2005). Statistical Methods, New Delhi, Sulthan Chand.

Objectives for concurrent field work:

- To help students to understand the organizational responses to empower client groups
- To strengthen the competence in social work methods by practicing it in the field

Objectives for Summer Placement:

- To familiarize the students with the administration of agencies.
- To intensify the learning about the application of social work methods in different settings.

MSW II Year	CORE Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCES MANAGEMENT	6 hrs week
Code: 13MSWHR31		Credit: 5

Objectives :

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

UNIT I

Management -Definition, Concept, Principles. Schools of thoughts on Management - Scientific Management Movement - Henry Fayol's principles of management - Human Relations Movement - Systems Approach - Contribution of Frederick W. Taylor, Elton Mayo, Peter Drucker. Human Resources Management: Definition, Concept, Principles, Philosophy

UNIT II

Human Resources Planning - steps and methods. Manpower forecasting. Human Resource Acquisition: Recruitment - Modern methods - Selection Process - Uses of Psychometric tests in selection process, Job analysis- purpose and methods- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement, Attrition analysis, Retention Management: Need & objectives, method, Exit interview

UNIT III

Performance Appraisal, Performance Management System – History, Concepts, Philosophy, Process – Competency Mapping, Skill Matrix, 360 Degree Appraisal, Balanced Score Card, People Capability Maturity Model, Assessment Centre, Potential Appraisal, Performance Counselling, Mentoring

UNIT IV

Total Quality Management, Total Productivity Maintenance, Kaizen, 5 S, , ISO 9001, 13001, 18001, QS 9000, OHSAS, Social Accountability System,

Quality Circle, Just in Time, Corporate Social Responsibility,

UNIT V

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Organizational Culture- concept, factors affecting the culture- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques.

REFERENCE

1. Arya & Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	CORE Specialization: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	LABOUR LEGISLATION – I	6 hrs week
Code: 13MSWHR32		Credit: 5

Objectives

- To help the students understand the importance of labour legislations
- To impart knowledge about various acts which are essential in industrial setting.

UNIT.I

History of Labour Legislation, Labour in the Indian Constitution, Labour Administration and functions of Factory Inspectorate and Judicial set up.

UNIT.II

Factories Act 1948 with rules, The Tamilnadu Factories (welfare officers) Rules 1950, The Contract Labour (Regulation and Abolition) Act 1970 and relevant case laws

UNIT.III

The Tamil Nadu Shops and Establishments Act 1947. The Plantation Labour Act 1951, The Child Labour Regulation and Abolition Act 1986 and relevant case laws

UNIT.IV

The Employees Provident Fund Act 1952, Employees Deposit Linked Insurance Scheme 1976. Employees' Pension Scheme, 1995, The Payment of Gratuity Act 1972 and relevant case laws

UNIT.V

The Employees State Insurance Act 1948, The Workmen's Compensations Act 1923, The Maternity Benefit Act 1961 and relevant case laws.

REFERENCE

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Mishra, SN, (2007), Labour and Industrial Laws, Allahabad, Central law Publications.
4. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.
5. Vaidyanathan .S & Sri Vidya, (2006), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency.

MSW II Year	CORE	Max Marks 100
	Specialization: Human Resource Management	Int: 25 Ext: 75
Semester – 3	EMPLOYEE WELFARE	6 hrs week
Code: 13MSWHR33		Credit: 5

OBJECTIVES

- 1) To enable the students to understand concept of employee welfare in the industry
- 2) To orient the students on the employee welfare programmes provided in the industries and its importance
- 3) To make the students to understand the problems of the employees and the importance of their welfare.

Unit - I

Employee Welfare- Concept, Definition, importance, Scope, Principles and Theories. Functions of Inspector of Health and safety and Commissioner of Labour.

Unit -II

Classification of welfare facilities – Statutory and Non-Statutory, Fringe Benefits. Family Welfare Programmes in Industry, Agencies of labour welfare. Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR

Unit – III

Welfare provisions under different legislations – Factories Act, Plantations Labour Act, Shops and Establishment Act, Motor Transport Workers Act, Mines Act, Unorganised Sector Workers Act

Unit -IV

Workers Education: Concept, Functions of Workers Education, Labour Welfare Fund, Industrial Housing, Canteen, Transport, ESOP, Sabbatical, Safety Committee, Workers Co-operatives

Unit – V

Employee welfare Provisions under Social Security. Appointment and Functions of welfare officers under Act, Social Work Practice in Industrial Setting – With Individuals, Groups, Community, Role of Industrial Social Worker in Industries.

References:

1. Memoria, C. B. (1966) Labour Problem and Social Welfare in India, Allahabad: Kitab Mahal
2. Punekar, S. D. (1978) Labour Welfare, Trade Unionism and Industrial Relation, Mumbai: Himalaya Publishing House
3. Tyagi, B.P. (1996) Labour Economics & Social Welfare, Meerut: Jaiprakash Nath.
4. Sarma, A.M. (1995) Aspects of Labour Welfare and Social security, Mumbai: Himalaya Publishing House.
5. Subramaniam, V. (1996) Factory Laws applicable in Tamilnadu, Chennai: Madras Book Agency.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	RURAL COMMUNITY DEVELOPMENT	6 hrs week
Code: 13MSWCD31		Credit: 5

Objectives

- To help the students understand the basic concepts & theories about rural community development
- To orient the students about various Government & Non-Government organizations working for rural community development

UNIT. I

Community Development - Concept, Meaning, Need, History, Principles, Objectives. Rural Development - Concept, Definition, Meaning, Need, Objectives. Rural Development in India - Origin and background - Srinekethan, Sevagram, Marthandam, Guregon, Baroda, Firka Development, Nilokheri and Etowah Pilot Project. Approaches to rural development - Gandhian contractive programme - Contribution of Vinobaji.

UNIT. II

Rural backwardness- causes and the need for planned change. Problems and Prospects with reference to agriculture and allied activities - Land and its use and Irrigation.

Approaches to Rural Development – modern agricultural technology, social forestry, land reforms.

UNIT. III

Rural poverty - causes, consequences and measurement. Rural Issues relating to animal husbandry, rural migration, rural industries, *water scarcity*, *health and sanitation*.

UNIT IV.

Administrative and organizational arrangement for rural development from block to National level. Constitution 73rd amendment – Salient features of new Panchayati Raj system – Rural credit - role of co-operatives, banks, micro finance institutions and NABARD (National Bank for Agriculture and Rural Development). District Rural Development Agency.

UNIT V

Policy and Programmes – National Policy on Rural Development-objectives, importance and strategies.

Programmes-SYSY, SYRY (Sorna Jeyanthi Rojgar Yojana), MNREGP (Mahatma Gandhi Rural Employment Guarantee Programme), NRHM (National Rural Health Mission), ICDS (Integrated Child Development Scheme), PURA (Provision for Urban Amenities in Rural areas) and mid day meals scheme.

References:

1. Mammoria, (1998) Agricultural Problems in India, Himalaya Publishing Company, New Delhi
2. Goel.S.L. & Shalini Rajneesh, (2003) Panchayat Raj in India – Theory & Practice, New Delhi, Deep & Deep Publications.
3. Desai, Vasant, (2005) Rural Development in India, Past, Present and Future Challenges, Mumbai, Himalaya Publishing Company..
4. Coen Regntjes, Bertus Haverkort & Ann Waters Bayer, (1992) Farming For The Future, Netherlands, Macmillan & ILEIA.
5. Chambers, Robert, (1983) Rural Development – Putting the last First, Harlow.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	URBAN COMMUNITY DEVELOPMENT	6 hrs week
Code: 13MSWCD32		Credit: 5

Objectives :

- To provide basic concepts & theories about urban community development
- To orient the students on various Govt. & Non-Govt. organization for urban community development.

UNIT I

Definition and characteristics of urban areas - town, city, metropolis, suburbs, satellite towns. Urban Sociology, Urban Ecology and Environmental Psychology – its relevance for urban community development practice. Demographic and land use pattern in Urban areas. Social Area Analysis. Urbanization and urban growth in India and in TamilNadu.

UNIT II

Problems and prospects of Urban life – Crowding, Density, Noise, Air, Solid and Liquid waste disposal, Pollution, Urban housing, Water supply, Transport, Urban public health, Urban non-formal sector.

UNIT III

Urban Community Development - meaning and scope. Poverty in Urban areas, Urban development programs in India. Review of Indian experience in urban development with reference to Town Planning,. . IDSMD (Integrated Development of Small and Medium Towns etc) and JNNURM.

UNIT IV

Slums in India – *history, types, theories, causes and Conditions*, Culture of Poverty in slums. Urban poverty alleviation programmes. Slum Clearance and Improvement

UNIT V

Administrative *structure and functions* of policy arrangements for urban development with reference to Municipalities, Corporations, Metropolitan Development Authorities. Constitution -74th amendment and its relevance to urban development. Municipal Administration in TamilNadu.

References:

1. Aray & Abbasi, (1995), Urbanization and its Environmental Impact, New Delhi, Discovery Publications.
2. Diddee, Jeyamala, (1993), Urbanization – Trends, Perspectives and Challenges, Jaipur, Rawat Publication
3. Gill, Rajesh, (1994), Slums as Urban Villages, Jaipur, Rawat Publishers
4. Mahesh Chand & Puri VK, (1990), Regional Planning in India, Chennai, Allied Publishers.
5. Ramachandran, (1989), Urbanization and Urban System in India, New Delhi, Oxford University Press.

MSW II Year	CORE Specialization: Community Development	Max. Marks:100
Semester III		Int.25 Ext.75
Code:13MSWCD33	INTRODUCTION TO LIVELIHOOD PROMOTION	Hours 6
		Credit 5

OBJECTIVES

- To help the students understand the concept of livelihood and livelihood promotion
- To facilitate their understanding about the livelihood frameworks.
- To develop their skills in developing livelihood interventions.

UNIT I

Concept, Meaning, Principles, Need, History and Importance of Livelihood Promotion .Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social.Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood Outcomes.

UNIT II

Livelihood Frame Work Analysis – Different models – IFAD, DIFD, CARE, BASIX, IMM. Objectives of livelihood promotion – Enhancing Income, Increasing Food Security, Reducing Risk, Reducing variances in income, Reducing migration, Organizing Producers, Enhancing money circulation.

UNIT III

Steps and Tools in designing livelihood intervention. Internal and External context. Creating livelihood profile, Mapping of Community Assets, Profiling the local markets. Understanding Viability, Range of goods, Clustering, Internal & External Economies, Backward& Forward Linkages.

UNIT VI

Markets and Livelihoods- Importance of Sector, Sub sector, Value chain analysis in selecting an intervention.Understanding Rural & Urban Livelihood Linkages. Methods of Interventions – Technology, Training, Marketing, Policy Advocacy, Asserting Rights, Developing Local Economy, Credit, Infrastructure and Institution Building. Ownership and Management

UNIT V

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance. Government, Non Profit & Corporate Initiatives in livelihood promotion.

REFERENCES

1. Vijay Mahajan, SankarDatta and Gitali Thakur, (2001) A Resource Book for Livelihood Promotion, BASIX,
2. Phansalkar,(2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai, Sir Dorabji Tata Trust.
3. Livelihood - Key Concepts,(1999) ICRA Learning Resources
4. DFID (2001) Livelihood Framework - Sustainable Livelihood Guidance Sheets
5. Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HEALTH AND HYGIENE	6 hrs week
Code: 13MSWMP31		Credit: 5

Objectives :

- To orient the students on various concepts about Health & Disease.
- To enable the students to understand the various local, national and international organizations for health.

UNIT-I

Concept of Health and Disease - Physical, Social, Mental and Spiritual Dimensions of Health. Their importance on individual's positive health.

Public Health - Definition, meaning, functions and importance. Preventive, Social and Community medicine. Indicators of Health -Vital Statistics and its importance. Fertility , Mortality, Nupitality and Morbidity.

UNIT II

Medical Sociology ,Sociology of Medicine and Medical Social work - definition, meaning and their relevance to health and illness. Reproduction, Fertility and Contraception. Nutrition and health. Importance of nutrients and their consumption. Deficiency diseases - their prevention and control. Balanced diet. Health education-Principles and Methods.

UNIT III

Blood - composition, donation and transfusion. Blood Bank - nature, scope and functions. Disease- etiology, symptoms ,diagnosis and treatment. Communicable diseases like Leprosy, Tuberculosis, Malaria, Small pox, Cholera, Dengue, Sexually Transmitted Diseases and AIDS and Dengue - . Non communicable diseases like Cancer, Diabetes etc.

UNIT IV

Common health hazards among children. Mother and Child Health services - importance, programs of Government and non-governmental organizations. ICDS. Health Care Delivery system in India - Primary Health Centre, District Hospital –structure - staff pattern and functions and tertiary hospitals

UNIT V

Health planning and management - process and techniques. National Health, Population Policy and National health programmes in India. Occupational Health - Physical, Chemical, Biological, Mechanical and Psycho-Social hazards. Nature and functions of government and non government, local, national and international organizations for Health.

References:

1. Akhtar, R (2004) India: Health Care Pattern and Practices, New Delhi, APH Publishing
2. Nirmala Nikethan (2004) Community Care and Support for Persons Living with HIV/AIDS – Challenges for the New Millennium, Bombay, Nirmala Nikethan.
3. Pomerleau, J, & Mckee, M (Ed) (2006), Issues in Public Health, New Delhi, Tata McGraw Hill.
4. Mishra, R.C. (2005) HIV/ AIDS education, New Delhi, APH Publishing Corporation
5. Ramasamy, P. (2008), General and Medical Sociology, Chennai, New Millennium Publications.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MENTAL HEALTH	6 hrs week
Code: 13MSWMP32		Credit: 5

Objectives :

- To provide the basic knowledge about various mental illnesses.
- To explain the role of social workers in understanding and dealing with mental illnesses.

UNIT-I

Definition and Meaning of Mental Health, Mental Illness, Mental disorder. History of Psychiatry in India and abroad. International classification of mental illness. Relevance of knowledge of Mental Health and Mental Illness to Social work.

UNIT-II

Symptoms, etiology, diagnosis, prognosis and management of a) Neuroses - Anxiety states, Depressive reaction, Obsessive compulsive reaction, Convulsive disorder, Phobic reaction, Hypochondriasis. b) Psychosis- Functional, Affective disorders, Organic disorders.

UNIT-III

Symptoms, etiology, diagnosis, prognosis and management of a) Psychosomatic disorder, b) Personality disorders - alcoholism, substance abuse, anti social behaviour, sexual disorder, deviations, c) Psychiatric problems among children and adolescents, d) Epilepsy, e) Mental retardation.

UNIT-IV

Methods of treatment - Physical methods, Pharmacological management. Psycho- social methods, indigenous methods, Common cultural beliefs - culture bound syndromes, psycho-social rehabilitation in different settings.

UNIT-V

Community Psychiatry -History, principles and practices. Primary, Secondary and Tertiary prevention. Mental Health Act 1987 - Its implication to Professional Social Work Practice, District mental health programe-history-importance and applications.

REFERENCE

1. Antony, D,John,(2006), Mental Disorders Encountered in Counselling, Nochiodaipatti, Anugraha Publications.
2. Gelder, M et al,(2001), Shorter Oxford Text Book of Psychiatry, New Delhi, Oxford University Press.
3. Gabe, J et al,(2005), Key Concepts in Medical Sociology, New Delhi, Sage Publications.
4. Pilgrim,D, (2005), Key Concepts in Mental Health, New Delhi, Sage Publications.
5. Smith, E E et al, (2003), Introduction to Psychology, Bangalore, Thomson Asia Pvt. Ltd.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HOSPITAL ADMINISTRATION	6 hrs week
Code: 13MSWMP33		Credit: 5

Objectives

- To inform the students about the fundamental concepts of hospitals, hospital organization and hospital administration
- To help the students in learning about various hospital departments and their services, quality assurance in hospital service and Laws pertaining to hospitals.

UNIT -I

Hospital: Definitions, meaning, functions, history, growth and classification of Hospitals in India. Hospital Administration: Concept Definition, general principles , importance , functions.. Difference between General and Hospital Administration.

UNIT -II

Hospital Organization: The Governing Boards, Committees. Hospital administrator , Role functions and duties. The Hospital Auxiliary Services. Role of Hospital in the Health Care Delivery System.

UNIT -III

Hospital Departments: Out-patient services, Dietary services, Nursing and Ward Management, Medical records, Laboratory services, Radiological services , Casualty and Emergency services., Human Resources Management(HRM) Department.

UNIT -IV

Quality Assurance in Hospital Service. Control of Hospital acquired infection and associated problems . Use of Computers in Hospitals. Ethics in Hospitals.

UNIT- V

Laws pertaining to Hospital: The Mental Health Act 1987 - Prevention of Food Adulteration Act 1954 - The Drugs and Cosmetics Act 1940 - The Births, Deaths and- Marriages Registration Act - The Epidemic Diseases Act 1897 - The Employees' Provident Fund Act 1952 - The Employees Pension Scheme 1995 - Employees Deposit Linked Insurance Scheme 1976 - The Employees State Insurance Act 1948.

References:

1. Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
2. Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
3. Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
4. Goel SL (1981) Health Care Administration – A Text book, New Delhi, Sterling Publishing House.
5. Goyal,RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall India

MSW II Year	CORE Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FAMILY WELFARE MANAGEMENT	6 hrs week
Code: 13MSWFC31		Credit: 5

Objectives

- To provide the basic concepts about family welfare management
- To make the students to understand their roles in enhancing the capacity of the family

UNIT.I

Family-definition, origin, type, values and its importance.Role of family in the development of its members.Joint and Nuclear family and its characters, strengths and weaknesses.Single parent family and its problems.Marriage and its role in the family process.Changing pattern of family.

UNIT.II

Family disorganization - causes, impact and remedies. Marital problems and ways to manage it.Dysfunctional family.Communication in families. Nature and blocks in decision making. Communication skills for day to day living.Families with problems and ways to manage them.

UNIT.III

Family welfare - Concept and programmes organized by national, international organizations.Family Court. International Year of the Family - objectives and programmes.

UNIT.IV

Family life management.Family life cycle - Growth, Needs and Development tasks for each phase. Family Life Education - meaning, objectives and its content. Sex Education.Population education and Family Health Education.

UNIT.V

Role of Social worker in enhancing the capacity of the family to cope with the changing trends.Marital and family counseling.Family counselingcenter and its function. Government programmes for the welfare of the family.

REFERENCES:

1. CarterBetly& Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.
5. Dulton, DG, (1988), Domestic Assault on Women, London, Allyn and Bacon Pub.

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	WOMEN & CHILD WELFARE	6 hrs week
Code: 13MSWFC32		Credit: 5

Objectives

- To offer the basic concepts, approaches and programmes for child welfare.
- To provide the basic concepts, approaches and programs for women welfare.

UNIT.I

The place of child in the family and in society. Status of Children in India - Stages of child development. Child rearing pattern. Needs and behavioral problems of different types of children – Infants, Destitutes, Gifted, Neglected, Dependent, Exploited, Child labor, Street children, Sexually exploited, Dropouts, Delinquent children, Physically handicapped and Emotionally disturbed children.

UNIT.II

Child Welfare - meaning, objectives and scope. Mother and Child Health Services. Child Guidance Clinics. Importance of recreation in child development. Substitute family care - Adoption, Foster Care, Institutional care and its scope and limitations.

UNIT.III

Concept of Women's Welfare - Changing role and status of women in India with reference to religion, family economy and in the Media. Women's movement with special reference to India.

UNIT.IV

Problems of woman - Marriage, Educational backwardness, Working women, Women deprived of normal home life, Adolescent mothers, Traffic in Women and Girls. Problems of maternity, childcare, Menopause. Violence against women - infanticide, rape, Wife battering, dowry death, sexual abuse and victimization.

UNIT.V

Programs for Women and Child Welfare - Central Social Welfare Board, State Social Welfare Boards - National Council for Women, All India Women's Conference, Kasturba National Memorial Trust, National Children's Board. Rights of Children. National Policy on Children - National Institute for Public Cooperation and Child development. Integrated Child Development Services (ICDS), WHO, CARE, UNICEF. Legislations related to Women and Children.

REFERENCES:

1. Berk, Laura, E, (1996), Child Development, New Delhi, Prentice Hall India
2. Kusuma, A, (1997), Creativity and Cognitive Styles in Children, New Delhi, Discovery Publishing House.
3. Prasath, J & Kumari Koushik Vijay, (1996), Child Education and Social Development, New Delhi, Kanishka Publishers.
4. Rattan, Vijay, (1997), Women and Child Development and Sustainable Human Development, New Delhi, Sulthan Chand & Co

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	YOUTH & MARGINALIZED SECTIONS	6 hrs week
Code: 13MSWFC33		Credit: 5

Objectives

- To provide the knowledge about the concepts, approaches and programmes for youth welfare.
- To orient the students about the concepts of people from marginalized section.

UNIT.I

Concept of Youth Welfare. Youth in contemporary Indian society. Different groups of youth. Problems of Youth - Psychological, Cultural, Social, Educational, Health, Occupational and Recreational.

UNIT.II

International Year of the Youth. Youth and Sports Policy. Existing service for youth- Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corp, Scouts and Guides, Youth exchange program, Leadership program. National Organizations - Structure and functions - Nehru Yuvak Kendra, YMCA, YWCA, Vishwa Yuvak Kendra.

UNIT.III

Handicapped-Concept, Attitude, Types, Causes, psycho-social effect, myths and misconceptions and stigma. Rehabilitation of the handicapped - psycho - social, vocational, educational. Various rehabilitation programs. National Policy for Handicapped. Agencies working for institutional care. National and International Organizations. Legal provisions- Persons with Disability Act 1995. Rehabilitation Council of India Act, National Trust Act.

UNIT.III

Marginalized communities - Meaning, criteria and classification - SC, ST and BC. Problems of the SC, ST & BC. Constitutional provisions, safeguards & welfare programmes for SC, ST & BC in five year plans. Role of NGOs and social workers for the welfare and development of weaker sections .

UNIT.V

The status of aged in India. Special needs and problem of the aged - Physical, emotional, social, occupational and adjustment problems. Programmes for the aged – Social Security for the aged, medical and institutional care. retirement benefits. Legislations related to aged, pension, provident fund and social security.

REFERENCES:

1. Chaturvedi TN, (1981), Administration for the Disabled – Policy and Organizational Issues, New Delhi, IIPA.
2. James, M,F, (1979), Untouchable: An Indian Life History, London, George Allen Unwin.
3. Jose,K, (1981), Scheduled Caste and Struggle Against Inequality – Strategies to empower the Marginalized, New Delhi, ISI.
4. Marry, Marshall, (1983), Social Work with Old People, London, Mcmillan Press.
5. Matha, D S, (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FIELD WORK PRACTICUM	6 hrs week
Code: 13MSWC34		Credit: 5

Objectives

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competent on it.

MSW II Year	NON MAJOR ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RIGHTS EDUCATION	6 hrs week
Code: 13MSWNM1		Credit: 4

Objectives

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.11

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

. The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, War victims, Prisoners, Custodial violence, Women and children, Senior citizens and Work situations.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

REFERENCES

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.

3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	LABOUR LEGISLATION – II	6 hrs week
Code: 13MSWHR41		Credit: 5

Objectives

- To make the students to understand legislations related to industrial deputes, trade union, catering establishment, labour welfare, holidays and permanent status of workman
- To provide knowledge to students on laws related to employment standing order, payment of allowances, wages and bonus.

UNIT.I

The Industrial Disputes Act 1947. The Trade Union Act 1926 and relevant case laws.

UNIT.II

The Tamil Nadu Catering Establishments Act 1958. The Tamil Nadu Labour Welfare Fund Act 1972. The Sale Promotion Employees (Conditions of Service) Act 1976 and relevant case laws

UNIT.III

The Industrial Employment Standing Orders Act 1946, The Tamil Nadu Payment of Subsistence Allowance Act 1981 and relevant case laws

UNIT.IV

The Payment of Wages Act 1936. The Minimum Wages Act 1948. The Payment of Bonus Act 1965 and relevant case laws

UNIT.V

The Apprentice Act 1961. The Tamilnadu Industrial Establishment (national and festival) Holidays Act 1958. The Tamilnadu Conferment of Permanent status of Workmen Act and relevant case laws.

REFERENCES:

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Kumar H L, (1994), Labour Problems and Remedies, New Delhi, Universal Books
4. Mishra, SN (2007), Labour and Industrial Laws, Allahabad, Central Law Publications.
5. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	6 hrs week
Code: 13MSWHR42		Credit: 5

Objectives:

- To enable the students to understand concepts of industrial relations, trade unions and collective bargaining
- To enable the students to understand various issues in the field of Industrial Relations.

UNIT-I

Industrial Relations - Concept, Objectives, Need, and Scope- Bipartite and Tripartite bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations. Concept of grievance, conflict and dispute. Recent trends in industrial relations in India. Approaches to Industrial Relations.

UNIT-II

Industrial dispute – causes and effects; Industrial unrest – types, impact, causes and prevention; Concepts – Strike, Lockout, Lay-off, Retrenchment, Termination, Discharge, Dismissal.

Management of Conflicts and Disputes: Process of Domestic Enquiry, Industrial Relations machinery – Negotiation, Mediation, Conciliation, Arbitration, Adjudication,

UNIT-III

Machineries of settlement of disputes – Works Committee, Conciliation Officer, Board of Conciliation, Court of Inquiry, Labour Court, Industrial Tribunal, National Tribunal.

Trade Unions -Concepts, Objectives, Functions, Structure, Administration, Growth of trade unions in India. Recent trends in union movement in India.

Employer's Association - aims, objectives and activities.

UNIT-IV

Collective Bargaining - concept, objectives, principles, scope, type, problems and process of bargaining; Difficulties in implementing collective agreements. Cases of Collective Bargaining based on field work experience.

UNIT-V

Workers Participation in Management- Concept, importance, objectives, forms and levels. Cases related to Workers Participation in Management based on field work experience.

ILO – History- Conventions – Recommendations followed in India.

References:

1. Bhatia SK,(2003), Constructive Industrial Relations and Labour laws, New Delhi: Deep & Deep.
2. Brian Lomas, (2006), Negotiating Successfully, New Delhi: Infinity Books.
3. Mamoria C B, (2005), Dynamics of Industrial Relations, Mumbai: Himalaya
4. Rao, Subba (1996), Essentials of Human Resources Management and Industrial Relations, Mumbai: Himalaya.
5. Sarma A M (1996), Industrial Relations – Conceptual and legal framework, Mumbai:
- 6.
7. Himalaya

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code: 13MSWHR43		Credit: 5

Objectives

- To provide information to students on compensation Management system and corporate quality
- To facilitate the students in bearing about Employee, Engagement Activities, Organizational culture and Training and Development

UNIT.I

Compensation Management System- Wage and Salary , Wage Structure , Wage Survey , Impact on Industry , Perks and Benefits , ESOP , Incentive and Bonus, Profit Sharing .

UNIT. II

Corporate Quality: Quality Circle, Total Quality Management, Total Production Maintenance, Kaizen, 5 S, Just in Time, ISO 9001, 13001, 18001, QS 9000, OHSAS.

UNIT.III

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR, Social Accountability System.

UNIT.IV

Organizational Culture- concept, factors and impact- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques. Team Building. Concepts- Team effectiveness, significance of team working,

UNIT.V

Training and Development: Definition, need and Scope of Training, Training Need Analysis, Assessment of Return-on- Investment (ROI) on training; Methods of training, On-the-Job Training, Coaching, Mentoring, Management Games, Case Study, Role Plays, Job Rotation, Simulation Training, Training for workers, supervisors and managers. Evaluation of Training.

REFERENCE:

1. Arya&Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K, (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S, (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar, (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry, (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	Core Specialisation: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ISSUES IN CONTEMPORARY DEVELOPMENT	6 hrs week
Code: 13MSWCD41		Credit: 5

Objectives:

- To provide training students in understanding the concept of globalization and its impact on livelihood of the people and changing industrial scenario in India.
- To inform the students about the issues and problems related to women and development, issues of appropriate technology and development, consumer protection and training and development.

UNIT-1

Concept of Globalization and its impact on livelihoods of the people, Agriculture and Allied sector. Employment Generation.

Energy and Development -types of energy and energy consumption. Energy Crisis, Alternative source of energy with reference to gohar / biogas, wind, solar and nuclear energy. Programmes to promote non - conventional sources of energy.

UNIT-II

Changing Industrial scenario in India. Problems and Prospects related to Special Economic Zones. Casualization of work force and their welfare.

Ecology and Development: Status of Environment, global environment issues, causes and strategies to maintain ecological balance.

UNIT-III

Women and Development: Problems / status of Indian Women. Women as partners in development. Programmes / Polices/*legislation*, organizations for women's development.

Child Welfare –status of Indian children, child protection, issues relating to protection, policies, programmes.

UNIT-IV

Policy for Health and development: Status of health in India. Burden of diseases. Issues and problems in Indian health delivery system. National *polices and* programmes for the promotion of health.

Water and sanitation–water for life, health issues from lack of water and sanitation, water security.

UNIT-V

Consumer protection: Consumerism, Problems of consumer. Genesis and Development of consumer protection policies and organization.

Training and Development: Concept, Meaning and Methods of Training in Community Development Practice.

References:

1. Desai N & Patel V (1985) Indian women – Change and Challenges in the International Decade, New Delhi, Popular Prakhasan.
2. Giriappa, S. (1996) Rural Energy Crisis, New Delhi, Himalaya Pub. House.
3. Lester, R. B (1985) State of World, New Delhi, Prentice Hall
4. World Bank, (2006) World Development Report, Chennai, Oxford University Press.

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	PARTICIPATORY PROGRAMME PLANNING &MANAGEMENT	Hours 6
Code:13MSWCD42		Credit 5

OBJECTIVES

- To help the students understand the importance of participation in development.
- To help them understand the process in participatory planning and management.
- To develop their skills in managing the programme.

UNIT 1

Concept, Importance and Types of Participation in development. Concept of stakeholder, stakeholder analysis , advantages and disadvantages of participation of different stakeholders.

UNIT II

Concept, Meaning, Types of development projects.Steps / Stages in Project / Programme Planning.Importance of Participatory Project Cycle Management. Methods and Tools to promote participation in the various stages of project Cycle Management.

UNIT III

Participatory and Professional Management Techniques to improve Project management. Situation Analysis, Problem Analysis, Force Field Analysis, SWOT Analysis, Gender Analysis, Logical Framework Analysis.

UNIT IV

Methods to improve project transparency –FCRA procedures, Social Auditing, Participatory Budgeting, Gender Budgeting –Environmental Impact Analysis.

UNIT V

Concept, Meaning and Importance of Monitoring and Evaluation.Components of M&E.- Physical, Financial, Staff Performance.Technical aspects – Output, Outcome & Impact.Trends in People’s Participation in M & E.

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997), Whose Reality Counts – Putting the First Last, London, Intermediate Technology Publications.
3. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
4. Ian Scoones& John Thompson, (2004),Beyond Farmer’s First, London, ITDG.
5. Andrea Cornwall &Garett Pratt, (2003) Pathways to Participation – Reflections on PRA,

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	INTRODUCTION TO SOCIAL ENTREPRENEURSHIP	Hours 6
Code:13MSWCD43		Credit 5

OBJECTIVES

- To facilitate the understanding about social entrepreneurship among students.
- To expose them to the social enterprises.
- To strengthen their competence in social entrepreneurship.

UNIT-1

Need and importance of Third Sector in development. Typology of third sector - Voluntary, NGO, NPO, CBO, CSO, Growth of third sector in India. Performance of third sector.

UNIT-II

Concept, Definition, Importance of social entrepreneurship. Social entrepreneurship Vs business entrepreneurship. Social entrepreneurs and social change. Qualities and traits of social entrepreneurs. Select case studies of Indian Magsasay Award winners as social entrepreneurs – Ela Bhatt, M.S. Swaminathan, Vargheese Kurien

UNIT-III

Concept, Definition, Importance of social enterprises, types of social enterprises. Similarities and differences between social enterprises and business enterprises. Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship, Corporate Social Responsibility.

UNIT-IV

Select case studies of Indian Social Enterprises.

Financial Management of social enterprises. Venture capital for social enterprises. Corporate, Community and government support for social enterprises

UNIT-V

Social Marketing: concept, the 4 P's of marketing, phases of social marketing. Case studies related to Social and service marketing in the field of Health, Education, Environment and Human rights.

REFERENCES

1. David Bornstein, (2007) How to Change the World: Social Entrepreneurs and the Power of New Ideas, Oxford University Press.
2. Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits – A Toolkit for Social Entrepreneurs, John Wiley and Sons.
3. Alex Nicholls (2006), Social Entrepreneurship: New Models of Sustainable Social Change, Oxford University Press,
4. Peter Drucker (1990), Managing the Non Profits Organizations: Practices and Principles, Harpercollins.
5. Fred Setterberg, Kary Schulman (1985), Beyond Profit: Complete Guide to Managing the Non Profit Organizations, Harper & Row.

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTINGS	6 hrs week
Code: 13MSWMP41		Credit: 5

Objectives:

- To provide basic knowledge about the concepts of Medical social work.
- To explain the role of medical social workers in dealing with social and emotional components of illness.
- To help the students in learning the concepts of psychiatric social work practice.

UNIT -I

Medical Social work – Definition, Concept, historical development in India and abroad, Different settings for medical social work, Hospital as a formal organization – goods technology, structure and functions.

Psychiatric social work – Concept, definition, meaning, scope, History of Psychiatric social work in India and abroad. Evaluation of Professional training and facilities for psychiatric social work in India

UNIT- II

Concept of patient as a person. Sick role and illness behavior. Hospitalization of patient – impact on family. Need and methods for involvement of family in treatment process.

UNIT- III

Problems of psychiatric patients during pre – hospital, post hospital, Phase – patient, family and community perspective. Family potentials for psychiatric treatment and psycho – social rehabilitation. Concept of team work and multidisciplinary approach.

UNIT -IV

Role of Social worker in general hospital and psychiatric hospital and n dealing with social and emotional components of illness. Concepts of team work and multidisciplinary approach in health care social and emotional components of illness – with special reference to leprosy, Cancer, disabilities, epilepsy, sexually transmitted diseases, AIDS, Tuberculosis, Physically handicapped.

UNIT- V

Medical camps – meaning and objectives. Role social workers in organizing medical camp in rural and urban areas. Organizational setup required for medical camps – resource mobilization for medical camps ,tele medicine and tele psychiatry

Rehabilitation centers, half way home, sheltered workshop, occupational therapy unit, residential homes, geriatric centers

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 13MSWMP42		Credit: 5

Objectives:

- To enable the students to understand the concept of drug abuse in different perspectives.
- To help them understand the importance of counseling in the process of recovery.
- To strengthen their skills that would enable them to perform their role effectively.

UNIT -I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills and therapeutic skills.

UNIT -II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy ,alternative therapies(art ,drama ,narrative and relaxation therapies)

UNIT- III

Importance and application of Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling ,family counselling– Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- post traumatic stress disorder ,man made disaster ,victims of natural disaster ,psychiatric emergencies ,suicide. Relevance of counseling while dealing with persons with mental disabilities.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	DISABILITY MANAGEMENT	6 hrs week
Code: 13MSWMP43		Credit: 5

Objectives:

1. To sensitize student about the various disabilities
2. To diagnose the learning difficulties of students and helps than overcome the same.
3. To help students to review and reflect on the program of the course and where appropriate to identify ways of seeking changes in which habits or behavior.

UNIT- I

Disability: Definition, Causes, types and Prevalence of various disabilities. Learning Disability: awareness creation, Early Identification, Treatment and rehabilitation Prevention and Management of disabilities at Primary, Secondary and tertiary levels. Societal Attitudes towards persons with disability.

UNIT -II

Historical Perspective of Disability (Prevalence of Psychological and Sociological disability) in India and abroad (UK, USA), Governmental measures and programmes for persons with Disabilities

UNIT- III

Rehabilitation: Role of community involvement – Social Mobilization – guidance – Types of guidance – Net working with other service organizations - (Organized sectors – self – employment) – Government welfare Programmes

UNIT- IV

Approaches – Technology in disability – International Organizations working in the area of disability – National Legislation –U NO Conventions and declarations.

UNIT- V

Role of Social work methods with special groups (Woman, aged, children, Transgender). Multi disciplinary rehabilitation team and their roles – process of rehabilitation – early identifications – treatment – vocational rehabilitation.

References:

1. Albrecht G.C.Katherine D seelman & Michael Burry, (2001), Hand Book of disability studies, sage, London.
2. Sanchiler, Social welfare India.
3. Karanth, Pralibha & Joe Rozanio (2003), Learning disability in India, sage, London.
4. Hegarty seamous & Mithu Alur (2002), Education and children with special needs, Sage, London.
5. Grant (2005) Learning Disability, A Life cycle approach to valuing people, Open University press, London.

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	POPULATION DYNAMICS AND FAMILY PLANNING	6 hrs week
Code: 13MSWFC41		Credit: 5

Objectives:

- To inculcate the ideas about basic concepts and theories population and population status of India.
- To help the students to know about major demographic process, population growth and development and various aspects and methods related to family planning.

UNIT I

Introduction - importance of studying population - Population studies and demography - Basic demographic concepts. Demography as a social science, its relationship with sociology, social work, economics, political science - population theories - classical schools of thought; Malthusian - theory, optimum population theory, Marxist view on population and the theory of Demographic Transition.

UNIT II

Population characteristics - structure of Indian population sources of data, census, census operation, and census machinery.

UNIT III

Major demographic process - mortality, Infant mortality, Fertility, Morbidity, Migration - Definition, Factors (Social, economic and cultural) affecting these problems.

- a) Fecundity, sterility social basis of biological limits
- b) Society and sexual behavior - social attitude towards sex, sex taboos, puberty customs, Physical maturation, and age at marriage.

UNIT IV

Population growth and socio-economic development - population growth and availability of food, nutritional status, health and medical services, energy crises. Population growth and population trends -population policy - population projection.

UNIT V

Family planning - importance of family planning in India, Policies related to family planning, objectives of family planning, various family planning methods with their side effects. Population education - aims and importance of population education.

REFERENCES:

1. Bose, A. et al, (1970), Studies in Demography, London, George Allen Unwin Ltd.
2. Bhende, Asha, A, (1997), Principles of Population studies, Mumbai, Himalaya
3. Gupta, A, (2001), A billion is enough, New Delhi, IMH Publisher
4. Mitra, Ashok, (1978), India's Population : Aspects of quality and Control, New Delhi, Abhinav Publications.
5. Narain, Vatsala, (1983), Population policy perspectives in developing countries, Mumbai, Himalaya

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FAMILY AND MARITAL COUNSELLING	6 hrs week
Code: 13MSWFC42		Credit: 5

Objectives:

- To provide the information on counselling and enable them to acquire skills of counselling for carrying out counselling services related to family and marital problems
- To inform the students about the scope of counselling practice among families and marital partners.

UNIT I

Meaning and definition of counseling. Need and scope of counseling. Difference between Counseling, Guidance, Advice, Direction and Instruction.

UNIT II

Principles of Counseling - participation, individualization, confidentiality, communication, acceptance, self awareness, non-judgmental goal of counseling - Facilitating behavioral change -promoting decision making - facilitating client potential - enhancing coping skill - improving relationship

UNIT III

Counseling process - Counseling model -attending - responding to client - personalization of their experience - initiating action responses The five stage model - describe and identify the problem operationalize the problem - set goal and negotiate - intervene –exit. Consolidation of self help skills. Practice of counseling in family setting. Family - Family as a system - The family life cycle - Understanding the dysfunctional Family -Dysfunctional family system ,Life cycle task of the dysfunctional family system.

UNIT IV

Skills of a counsellor, listening-interviewing, rapport building, encouraging, characteristics of counsellors.

UNIT V

Scope of counselling - Family counselling to problem children, de-addiction counselling, crisis counselling, health counselling, family and genetic counselling, setting up a counselling center.

REFERENCES:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling.
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2003) Skills of Counselling – Micro Model, Nochiodaipatti, Anugraha Publications.
4. John, Antony (2005) Self Psychology Counselling, Nochiodaipatti, Anugraha Publications.
6. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 13MSWFC43		Credit: 5

Objectives:

- To enable the students to understand the concept of Counselling and Psychotherapy
- To expose them to various therapeutic models.
- To help them understand the application of Counselling and Psychotherapy in different settings.

UNIT- I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills.

UNIT- II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy.

UNIT- III

Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling – Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- Mental Disorders and Counselling.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FIELD WORK PRACTICUM AND PRE EMPLOYMENT TRAINING	6 hrs week
Code: 13MSWC44		Credit: 5

Objectives for concurrent field work :

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competence on it.

Objectives for Pre employment (Block Placement) field work

- To orient students towards organizational performance.
- To strengthen the core social work competencies through intensive practice.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PROJECT REPORT	6 hrs week
Code: 13MSWC45		Credit: 5

Objectives

- To provide an opportunity for the students to apply the various concepts.
- To help students develop their competency in doing research.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 1	POSITIVE PSYCHOLOGY	Hrs: 2 hrs week
Code: 13MSWV11		Credit: 1

Objectives:

- To orient students to the positive perspective of Psychology.
- To develop their understanding and its application in the practice of Social work.

UNIT I:

Positive psychology- concept and importance, Classification and measures of strengths.

UNIT II

Resilience-concept and importance, protective and risk factors, strategies to foster resilience.

UNIT III:

Pro social behavior – altruism, gratitude and forgiveness. Triangular theory of love.

UNIT IV:

Positive Environments – positive parenting, positive discipline, positive schooling, positive communities and me/we balance.

References:

1. Snyder, C.R. et al, (2011), Positive Psychology, New Delhi, Sage Publications India Private Limited.
2. Snyder, C.R. ed., (2002), Handbook of Positive Psychology, New Delhi, Oxford University Press.

MSW I Year	Value added	Max Marks 100
Semester – 1	LIFE SKILLS	Int: 50 Ext: 50
Code: 13MSWV13		2 hrs week
		Credit: 1

Objectives:

- To expose students to psycho social skills.
- To develop/strengthen the psycho social competence of students.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex. Empathy: concept of empathy, importance, development of empathy.

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication.

UNIT II:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT III:

Problem solving: concept of problem, problem analysis, problem solving techniques.

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	COMMUNICATION FOR SOCIAL WORKERS	2 hrs week
Code: 13MSWV21		Credit: 1

Objectives:

- To enable them to understand the importance of communication.
- To help students develop the skills in communication

Unit – I

Communication – definition, need, Principles, people, approaches, problems. Communication channels

Unit – II

Functions, principles and goals of communication in professional social work. Social importance of communication – Communication in problem solving situation – Individual, group, Community, communication for social action – Social work as a communicator

Unit – III

Intrapersonal and interpersonal Communication – person to person to group and person to masers – Building effective relationship – Johary window – Transactional analysis – Communication to a person – Conversation – Interview – Body Language – Communication to group - Speech, Video taps, role play, mines, songs, dramas and street theatre .

Unit – IV

Communication to Masses – Mass Media: films – types – documentary, art, commercial educational religion – its impact electric media – Television – its effect to India society

Unit – IV

Mass Media and social issues, social changes, Mass Media in the Process of Social Development – in the area of family planning, rural development, work and child development programs, Non – formal health education health care etcNews paper and magazines and social issues – role of Mass media in natural integration

References

1. Kuppusamy, K.(1984): Communication and social Development in India , Banking Media Promotors
2. Bannerjee, S.(1979): Family planning communication, Acritique of the India Programmes
3. C.S.Rayudu: Media and Communication Management, Himalaya Publishing House
4. Krishna Mohan, MeeraBanerji: Developing communication Skills (Social education
5. P.kiranmaniDuttGeethaRajeevan: Basic Communication skills

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	HUMAN RIGHTS	2 hrs week
Code: 13MSWV22		Credit: 1

Objectives:

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.II

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, Women and children, Senior citizens.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

References:

1. Diwan P &Diwan P,(1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	BASIC ACCOUNTING PROCEDURE	2 hrs week
Code: 13MSWV31		Credit: 1

Objective:

The subject is to introduce the fundamentals of financial accounting and how these could be used for Social workers.

Unit – I

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Tally in basic accounting procedure

Unit – II

Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure.

Unit – III

Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – IV

Bank Reconciliation Statements – Meaning – Preparation of Reconciliations Statement (Simple problems only).

Unit – V

Non-Profit Organization – Introduction – Preparation of Receipts and Payments accounts – Preparation of Income and Expenditure accounts.

References:

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

References:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain& K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – HR: APPLICATION OF SOFTWARE IN HR	2 hrs week
Code: 13MSWV32		Credit: 1

Objective:

- Application of Software in HR
- To expose the students on application of software in HR admin
- To make the students to understand the appropriate tools in HR
- To provide opportunity to work on Application of software

Unit- I

Components of Wage, Methods of fixing wages, Attendance marking, Absenteeism Rate

Unit- II

Using Excel sheet- Calculation of wages, Deduction for ESI, EPF, Absenteeism,

Unit- III

Practical's using Excel sheet, online enrollment and deduction, submission of records for ESI, EPF

REFERENCE

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – MPSW : PRA	2 hrs week
Code: 13MSWV33		Credit: 1

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA. Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Focus Group discussion, Triangulation, Visuals, Matrixes, Observation, Interviews, Stakeholder workshops and meetings.

UNIT III

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. Neela Mukherjee, (1994), Participatory Rural Appraisal – Methodology & Applications, New Delhi, Concept Publishing Company.
4. Jules Pretty, Irene Guijit, John Thompson & Ian Scoons, (1995) PLA – A Trainer's Guide, IIED.

MSW II Year	Value added	Max Marks 100 Int: 50 Ext: 50
Semester – 3	SKILL LAB – CD : ADVOCACY	2 hrs week
Code: 13MSWV34		Credit: 1

OBJECTIVES

- To help the students understand the concept and importance of advocacy.
- To strengthen their competence in advocacy.

UNIT I

Advocacy – Concept, need, types of advocacy, Advocacy Cycle: Issue identification, research & analysis, planning, action, Evaluation. Building foundations – gathering policy and political information, Assessing risk, Building Strategic relationships, establishing credibility.

UNIT II

Analyse Policies – Identify policy issues, identify key actors and Institutions, analyze the Policy environment, summarize the policy findings and identify options for policy change. Advocacy Strategy: Select target audiences, set a policy goal, identify allies and opponents, identify key messages and define advocacy activities.

UNIT III

Framing a plan: Set a time line, prepare a budget, prepare a log frame, and plan for monitoring and evaluation. Advocacy tactics: develop clear messages, reinforce messages, work through coalition, Communicate effectively, Negotiate, use of media and manage risks.

REFERENCES

1. PeltonEmity and Sprechmann Sofia (2001), **Advocacy tools and guidelines**, Atlanta, Cooperative Assistance and Relief Every (CARE)
2. Isaac Joan (2003), **Advocacy in Action**, Council for International Development.
3. Sharma R.Rita, **An Introduction to Advocacy**, Support for Analysis and Research in Africa (SARA)
4. Gordon Graham (2002), **Understanding Advocacy**, England, Tearfund Publications.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	RESUME WRITING, FACING INTERVIEW AND GROUP DISCUSSION	2 hrs week
Code: 13MSWV41		Credit: 1

Objectives:

1. To help the students to understand the resume writing
2. To help student to aware of interview process

Unit – I

Resume basics – Getting started – Purpose – format – useful sections – Objectives, Profile, Education, Relevant experience, relevant course work, Projects, Activities, Volunteering and honors, Skills.

Unit – II

Resumes and cover letters – Resume tips – Resume language, Resume mistakes, Don'ts, Dos, getting training, Plan to work internationally writing an effective cover letter, some general rules about letters, Action verbs for the resume, Sample cover letters.

Unit – III

Resume – Social Work – objectives, education – grade, scholarships and awards, professional development and certificates, skills profile – community development and Programme planning, individuals and group Counselling, administration, general transferable skills, work experience. Volunteer and community programme Co – ordinator, educational assistant, work experience co – ordinate, Memberships and activities. Memberships, Community / Volunteer service, Interests (General)

References:

1. Resume Basics – Getting started, career development and education, MAT 106, 253.692.4421, tcareer@u.washington.edu.
2. Card sozaka – Diaz Resumes and Cover letters, Sozaka@fas.harvard.edu
3. Kelly trevena, Resume – Social work, University of Region, career centre, www.urgenis.ca/career centre

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – HR:MAT LAB MANAGEMENT TRAINEE EXAMS PREPARATORY LAB	2 hrs week
Code: 13MSWV42		Credit: 1

Objectives

1. To help the students to concept of management trainee exams
2. To aware the principles of management trainees exams.

Unit-I.

General Aptitude and Reasoning, English Language,

Unit-II.

Comprehension types questions, General Awareness

Unit-III.

Principles of Management, Recruitment, Performance Management, Training and Development, Career Planning, Compensation and Benefits, Trade Union, Industrial Relation, Labour Legislation.

Reference

1. Aggarwal,R.S., Quantitative methods
2. Pandey,M.K., Analytical methods
3. Mamoria CB & S.Mamoria, Dynamics of Industrial Relations in India.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – MPSW: DISASTER MANAGEMENT	2 hrs week
Code: 13MSWV42		Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

- 1) K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
- 2) Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency , New Delhi: Indian Red Cross Society/ American red Cross
- 3) Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
- 4) Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
- 5) Global Issue and Initiatives , Sage Publication/.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB –CD: DISASTER	2 hrs week
Code: 13MSWV42	MANAGEMENT	Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

1. K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
2. Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
3. New Delhi: Indian Red Cross Society/ American red Cross
4. Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
5. Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
6. Global Issue and Initiatives, Sage Publication.

MBA-Academic Year 2013-2014

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
13MBAC11		4 Credits

Objectives:

The subject will provide a fundamental exposure to the theories in management and practice by contemporary executives with international perspective.

Unit I: Management

Management: Definition - Nature, Scope and Functions - Evolution of management thought -Relevance of management to modern industry, government, university, hospital & other institutions. Management and society.

Unit II: Planning

Planning: Nature and importance – procedure - Types of planning, Techniques & strategies. MBO - Meaning, Objectives, process. Forecasting: Meaning, Objectives, and Process. Decision making – policy, strategy & techniques.

Unit III: Organizing

Organizing: Nature, purpose, Organizational Structure, theories of organization - Span of control, Line & Staff functions. Authority & Responsibility, Centralization and Decentralization - Delegation of Authority – Span of control - pros and cons, factors to be considered in the establishment of organization.

Unit IV: Staffing, Directing & Coordination

Staffing – Definition- Steps in staffing process- Manpower planning. Directing - Nature of directing - Leadership qualities – styles – Motivation - morale and discipline –incentive for motivation – Nature & purpose of coordination - Techniques of coordination.

Unit V: Controlling

The system and process of Controlling - Control Techniques. Information Technology -Productivity and Operations Management - overall control and future through preventive control - global controlling strategies.

References:

- 1) Harold Koontz, Heinz Weihrich 7th Ed 2007 - TATA McGraw HILL Essentials of Management – an international perspective
- 2) Harold Koontz, Heinz Weihrich, a Ramachandra Aryasri - TATA McGraw HILL – Principles of

Management.

- 3) R N Gupta 2007 S.Chand- Principles of management.
- 4) By Cassidy kreitner - Cengage Learning Publisher International Books - Principles of Management – 2013.
- 5) By K. Natarajan & KP. Ganesan – Principles of Management. Himalaya Publication Pvt, Ltd, - 2013
- 6) By T. Ramasamy - Principles of Management.- Himalaya Publication Pvt, Ltd, - 2013.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	ACCOUNTING FOR MANAGERS	5 hrs week
13MBAC13		4 Credits

Objective:

The subject is to introduce the fundamentals of cost accounting and how these could be used for management decision making.

Unit – I Financial Accounting:

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure. Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – II Cost Accounting

Introduction – Meaning of Costing and Cost Accounting – Difference between Cost Accounting Vs Financial Accounting and Management Accounting – Scope and Objective of Costing – An Aid to Management – Elements of Cost – Preparation of Cost sheet (Simple Problems only).

Unit – III Analysis and Interpretation of Financial Statement

Concepts of Financial Statement and their Nature – Limitations of Financial Statements – tools – Comparative financial statements common size statements Trend Percentages – Ratio Analysis: Short Term Financial Ratios Long Term Financial Ratios Profitability Ratios – Proprietary and Yield Ratios – Turnover Ratios.

Unit – IV Fund Flow and Cash Flow Analysis

Funds Flow Analysis – Concept of Funds – Sources and uses of Funds –Managerial Uses of Funds flow Statements – Cash Flow Analysis – utility of Cash Flow Statement – Construction of Cash flow and Funds flow Statement with simple adjustments.

Unit – V Budgeting and Marginal Costing

Budget and Budgetary control – Concept – Nature and Objectives – Preparation of Sales Budgets, Production Budget, Purchases Budget, Cash Budget – Flexible Budgets and Master Budget. Marginal Costing: Marginal Vs Direct and Differential Costing – Key Factor – Break

Even Analysis – Margin of Safety – Cost Volume Profit Relationship – Applications of Marginal Costing.

References:

- 1) S.P.Jain and K.L.Narang, 2011, Kalyani, Publishers -Cost Accounting Practice and Theory
- 2) Richard M. Lynch, 2010, Tata McGraw Hill- Accounting for Management
- 3) By Dr.Meena Gayol - Accounting for Managers - Publisher: Wiley India Private Limited - 2013
- 4) By J. Madegowda – Accounting for Managers – Himalaya Publication Pvt, Ltd, - 2013.
- 5) <http://www.london.edu>

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	QUANTITATIVE METHODS	5 hrs week
13MBAC13		3 Credits

Objectives:

This subject aims at providing a quantitative basis in solving business problems. It has also to provide an in-depth understanding in the statistical application to business research problems thus laying a foundation for seminar course on Research methodology in the Second Semester.

Unit I: Introduction:

Mathematics: Sets, Relations, Fundamental representations, A.P., G.P. and their application to financial mathematics. Derivatives, higher order derivatives, application of derivatives. Maxima and Minima and its application to business problems.

Unit II: Techniques of Data Arrangements, Central Tendency & Dispersion:

Frequency distribution, graphing frequency distribution, Different types of tabulations, Polygons, Lorenz curve, Histogram, Bar charts, Pie Diagrams, Pictograms etc. Arithmetic Mean, Geometric Mean, Weighted Mean, Median, Mode Different Formulas, Comparison Range, Mean deviation, Standard Deviation.

Unit III: Probability Application in Management, Sampling & Design:

Basic concepts, three types of Probability, Probabilities under concepts of Statistical , Bayes Theorem, Distributions: Random variables, Expected value in decision making, Binomial, Poison, Normal distributions, Introduction, various sampling Distributions, considerations in sampling, sample size and standard error.

Unit IV: Testing Hypothesis, Chi-Square and Analysis of Variance & Regression:

Basic concepts, testing of means, Samples with population, standard deviation, measuring the power of Hypothesis Test, Hypothesis Testing Proportions – Large Sample, Hypothesis testing under different conditions, differences between means and proportions, probability values in Hypothesis testing.

Estimating using Regression Line, Correlation analysis, coefficient of correlation, Rank correlation, making inferences about population parameters Errors and Caveats Multiple Regression, Multiple Correlation analysis, Finding the Multiple Regression Equation, Making Inferences about population parameters, Modeling Techniques.

Unit V: Non Parametric Methods, Time Series Analysis, Index Numbers & Decision Theory:

Introduction, Variations, Time Series, Trend Analysis, Cyclical Variation, Seasonal, Irregular Variations, Time Series, Analysis in forecasting.

Definition, UN weighted Aggregates, Index weighted, Aggregate Index, Average of Relatives methods, Quantity and value Indices, Issues in constructing and Index number.

References:

1. Statistics Methods, 2013, Sulthan Chand, New Delhi, India.
2. By K. Karunakaran & B.M. Aggarwal - Quantitative Methods –I - Himalaya Publication Pvt, Ltd, - 2013.
3. By Paolo Brandimarte – John wiley & Sons, Canada – Quantitative Methods an Introduction for Business Management. – 2011.
4. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	BUSINESS ECONOMICS	5 hrs week
13MBAC13		3 Credits

Objectives:

Knowledge of economics as applied to management decision making is fundamental to any M.B.A. course. This course is aimed at providing applied skills to managerial problems using economic theory.

Unit I: Introduction

Introduction to Business Economics - Nature and Scope - Role and Responsibility of managerial economist in business – Fundamental Concepts - Objectives of a firm

Determinants of Demand - Law of Demand and Demand Curve - Individual Demand and Market Demand - Price, Income and Cross Elasticity of Demand.

Unit II: Market Structure

Perfect Competition - Monopoly - Inefficiencies in Monopoly - Price Discrimination - Relevance of Perfect Competition and Monopoly.

Monopolistic Competition - Price rigidity and interdependence.

Unit III: Pricing

Pricing Policy - Role of cost in pricing - Different methods of pricing in Market (Multi - product pricing) - Administered Prices.

Unit IV: National Income

National Income – Circular Flow of Income – Meaning of GDP - Concepts of Gross and Net Income – Problems in Calculation of National Income – Importance of National Income Analysis

Unit V: Role of Government in Economics

Roles of Fiscal and Monetary policies - Balance of payments – Deficit balance in BOP – Implications and remedial measures. Business Cycles – Phases of Business Cycles – Control measures on the effects of business cycles.

References:

1. R.L.Varshney – Sulthan chand &sons -19 th Edition- Managerial Economics .

2. By Kuldeep Gupta Raj Kumar - Business Economics UDH Publishers & Distributors (P) Ltd – 2013.
3. By Appannaiah, Reddy & Shanthi – Economics for Business - Himalaya Publication Pvt, Ltd, - 2013.
4. By Dr. K. Jothi Sivagnanam & Dr. R. Srinivasan (Author) - Business Economics.- McGraw Hill Education (India) Private Limited – 2010.
5. http://finmin.nic.in/the_ministry/dept_eco_affairs/dea.asp

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 13MBAC13	ORGANISATIONAL BEHAVIOUR	5 hrs week 3 Credits

Objectives:

This course aims at providing in-depth knowledge in Organizational Behavior to enhance the problem formulation in solving skills with a focus on human relations aspects.

Unit I: Introduction

Organization Behavior - Concepts, Definition, History, Methods. Understanding of human behavior - Types, process of behavior, Behavior models. Case studies.

Unit II :Group Dynamics

Formal and Informal group - Interaction process and group standards. Leadership in industry -Functions, Types, Theories. Leadership skills.

Unit III: Job Satisfaction

Job satisfaction - factors affecting job satisfaction, remedial measures. Human engineering in industry. Role and functions of industrial psychologist, use of psychological tests. Case studies.

Unit IV: Motivation

Motivation: Meaning, definition and types. Theories of motivation - Abraham Maslow's need hierarchy theory, Douglas McGregor's theory X and theory Y. Elton Mayo's Human Relations Model. David McClelland's Motivational needs theory, Victor vroom's Expectancy theory of motivation, Frederick Hertzberg's motivation-Hygiene theory

Unit V: Stress

Stress - Meaning, causes and effects, Organizational , Group And Individual Stresses. Coping strategies. Work-Life Balance. Employee Morale - Definition, concepts and effects. Conflict Management -Definition, role, goals, types and techniques. Organizational Climate – importance, factors affecting organizational climate. Case studies.

References:

1. Stephen.P Robbins 2005 Ed PHI - Organization Behaviour.
2. By Stephen P. Robbins Timothy A. Judge - Organizational Behavior Pearson Education – 2013.
3. By K. Aswathappa Himalaya Publishing House Pvt. Ltd. (10th Edition) - Organizational Behavior – 2013.
4. By Mohini Sukhpure & Uday N. Limaye – Organizational Behaviour – Himalaya Publishing House Pvt.Ltd. - 2010.
5. www.sparkable.com/

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 13MBAV11	BUSINESS ENVIRONMENT AND LAW	3 hrs week 2 Credits

Objectives:

Decision cannot be taken in vacuum. All the forces emanating from external environment has to be considered. This subject provides basic knowledge on the external environment and internal environment.

UNIT I: Introduction

Internal, Micro & Macro Environment, Strategic groups, Competitor analysis, Environmental analysis and forecasting, Benefits, Limitations.

UNIT II: Political Environment

Functions of State, Economic roles of Govt., Economic systems, Constitutional Environment, Steps to implement delivery strategies, Implications of service intangibility.

UNIT III: Legal Environment

Introduction to Indian legal System, IPC, Mercantile Law - The Indian Contract Act 1872 & The Sale of Goods Act 1930, Negotiable Instrument act, Indian Companies Act 1956, Income Tax (IT), Wealth Tax, Sales Tax (ST) & Stock Exchange Board of Indian Act 1956, Consumer Protection Act, Foreign Exchange Management Act, 1992, FERRA. An Overview of Factories Act, Payment of Wages Act, Payment of Bonus Act, Minimum Wages Act, Industrial Disputes Act.

UNIT IV: Technological Environment

Innovation, Technological leadership & Followership, Sources of Technological Dynamics, Appropriate Technology, Technology upgradation, Transfer of Technology, Impact of Technology on Globalization.

UNIT V: Socio, Cultural & Economic Environment

Business and society, Impact of culture on Business, Professionalization, Technological development and social change. Nature of economy, Economic policies, Economic planning and Development, Industrial development strategy, International Investment, Globalization.

References:

1. Francis B Cherunilam ,Himalaya Publishing House 2011- Business Environment and Policy
2. By P. Leelakrishnan – Environmental Laws in India. - LexisNexis India -2010.
3. By Richard Schaffer, Beverley Earle, Filiberto Agusti- International Business Law and its Environment. Thomson/South-Western, 2005.
4. www.envfor.nic.in

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	SKILLS LAB - I	3 hrs week
13MBAV13		2 Credits

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individual's language proficiency, group dynamics of the particular batch and provide the forum to build upon the strengths and to bridge the gap upon the requirement.

UNIT I: Business Communication

Scope and importance of Business communication in an organization. Fundamentals of grammar and usage.

UNIT II: Business Documents

Planning and organizing business messages, format and lay-out of business documents, documentation of report sources.

UNIT III: Business Letters and Reports

Letters, Memos and other brief messages, employment messages, Reports and Proposals.

UNIT IV: Inter and Intra Communication

Individual communication, Self-advertising, Inter-mediary communication, Telephone, Fax, E-mail, Teleconferencing, web-chat.

UNIT V: Social Communication

Social communication, Etiquette in writing, transaction analysis

References:

1. Goleman, Daniel 1998 – Working with Emotional Intelligence. Bantam Books, New York.
2. Jones, Leo and Richard Alexander 2003. New International Business English. Cambridge University Press
 - I. Jayakaran 2000. Everyone's Guide to Effective Writing. 2 M Publishing International, Chennai.
3. By Vikram Bisen (Author) - Business Communication. -New Age International Pvt Ltd Publishers – 2008.
4. By Nageshwar Rao & Rajendra P. Das – Communication Skills –Himalaya Publications Pvt Ltd., - 2013.
5. www.businesscommunication.org

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 13MBAV13	COMPUTING SKILLS AND LAB	3 hrs week 1 CREDIT

Objectives:

This subject aims at providing an in-depth understanding in the basic Computing Skills and extending its use for business purpose. Application of IT Knowledge to help quick decision making process with aid of computing skills.

UNIT I: MS-Word

1. Basic functions in MS-Word
2. Functional key usage in MS-Word
3. Practical application of MS-Word – report preparation, business letter etc.,

UNIT II: MS-Powerpoint

1. Basic function in MS-Powerpoint
2. Functional key usage in MS-Powerpoint
3. Practical application of MS-Powerpoint

UNIT III: MS-Excel

1. Basic commands and function in MS-Excel
2. Functional key usage in MS-Excel
3. Practical applications

UNIT IV: MS-Access

1. Basic commands and function in MS-Access
2. Functional key usage in MS-Access
3. Practical applications

UNIT V: Search Engine

1. Search engine
2. Downloading the file
3. Attaching the file

References:

1. By Bittu Kumar (Author) Microsoft Office 2010 Paperback – 2013.
2. www.freecomputerbooks.com/Microsoft_Office_Excel.html.
3. www.support.office.com.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	HUMAN RESOURCE MANAGEMENT	5 hrs week
13MBAC21		4 Credits

Objectives:

To provide an in depth understanding on the subject covering all the recent developments like entry of MNC'S, strategic orientation and to highlight the changing role of Human Resource Management. To provide an ethical perspective in the decision making areas in human Resource Management.

UNIT I: Introduction

Definition, History of HRM-Scope, Importance of HRM to organizational performance-Functions of HRM -Decision Areas in HRM, Strategic Human Resource Management.

UNIT II: Human Resource Planning, Acquisition and Retention of Employees

H R Planning, Fore Casting Demand, Job Analysis: Definition, Various methods Recruitment, Sources, Selection, Induction, Position and Transfer Retention & Rewarding of the employees –Application Blank, Job Evaluation methods.

UNIT III: Performance Appraisal & Human Resource Development

Appraisal of the employees, various methods, potential or shortfall to take-up additional responsibility, Training and Promotion Concept of HRD – Training and Development - Types of Training -Job changes and issues.

UNIT IV: Grievance, Discipline, Employee Participation & Broader Aspects of HRM:

Developing Grievance Redressal Models & Procedure. Need and Concept of Discipline – Standing Orders & Procedure for Domestic Enquiry & Natural Justice.

Concepts, benefits - Forms of Participation - Quality of Work Life - Quality Circle Emerging issues in HRM - Strategic HRM – Human Resource Information System - Personnel Audit & Research - Human Resource Accounting - Future of HRM. The Role of Employees/Employers/Government in the changing Global/Business Scenario

UNIT V: Industrial Relation & Compensation

Industrial Relation Causes for Industrial Conflict, Machinery for Prevention, Settlements, Arbitration, Labour Courts, Strikes, Lockouts, Lay-off, Retrenchment, Closer Collective Barraging – Concept Process Strategies & Tactics. Compensation Policy – Perks & Benefits - CTC, Executive Compensation & Indirect Compensation Group incentive Competency Mapping.

References:

1. K. Aswathappa 4th Ed 2005 TMH - Human Resource and Personnel Management
(Text & Cases)
2. Biswajee&Pattannayak 2nd 2003 PHI Human Resource Management
3. R.V BADI , Human resource management - 2011
4. K.K.Chaudhary , Human resource management principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 13MBAC22	MARKETING MANAGEMENT	5 hrs week 4 Credits

Objective:

To introduce the fundamental concepts and theories in the areas of marketing and assist the student in marketing decision making.

Unit I: Introduction & Core Concept

The core concepts of Marketing – Company orientation towards the Market place – Role of Marketing with special reference to India – Expanding scope Marketing – Marketing Organization – Marketing’ s relations with other departments.

Unit II: Strategy and Process

Marketing Strategy – Marketing management Process – Marketing Mix – Marketing Research – Marketing Environment. Buyer Behaviour – Analysis Competitors – Demand Estimation and Sales Forecasting – Market Segmentation – Selling Target Markets – Positioning – Product Life Cycle.

Unit III: 4Ps

Managing Existing Products – New Product Planning and Development – Pricing Strategies and Programmes - Distribution Channels – Selection and Management – Retailing and wholeselling – Promotion Mix – Advertising, Personal Selling, Sales Promotion and Publicity.

Unit IV: Marketing Research

Types, Process – Tools and Techniques – Application of Marketing Research – Product Launching, Demand Estimation, Advertising, Brand Preferences, Customer Satisfaction, Retail Stores Image, Customer Perception, Distribution, Customer Relationship, Competitor Analysis and Related Aspects – Preparation of Marketing Research Report – Sample Case Studies.

Unit V: Emerging Trends, Logistic & SCM

International Marketing – Rural Marketing – Emerging Trends in Marketing. SCM – What & Why? Key issues in SCM – Components, Strategic decisions in SCM – Value chain.

References:

1. Appannaiah and Reddy, Marketing management – Text and Cases - 2010
2. B.S.Bose , Marketing Management - 2013
3. Chunawalla , Marketing principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 13MBAC23	FINANCIAL MANAGEMENT	5 hrs week 4 Credits

Objectives:

To provide a thorough understanding of concepts and theories and develop the skills to understand, analyze and interpret financial data and problems to make better financial decisions.

Unit – I: Financial Management - Meaning & Scope

Introduction – Definitions – Importance of finance – Meaning of Business Finance and Financial Management – Objectives – Scope – Financial forecasting – Role of Finance Manager in the Changing Scenario – Relationship between Financial Management and Other Areas of Management – Financial Management: Science or Art.

Unit – II: Source of Finance and Capital Structure

Source of Finance – Classification – Security Financing – Government Policy – Internal and Loan Financing – Bridge Finance – Book-Building – Promoters Contribution – New Financial Institutions and Instruments. Capital Structure: Meaning – Patterns – Point of Indifference – Optimum Capital Structure – Theories – Factors Determining Capital Structure.

Unit – III: Leverages and Cost of Capital

Leverages – Meaning – Definitions – Types and Significance – Effect of Leverage. Cost of Capital: Concept – Importance – Classification and Determination of Cost of Capital – Computation of Various Cost of Capital.

Unit – IV: Working Capital Management and Capital Budgeting

Working Capital: Meaning – Type – Concepts – Need – Influence Factors – Estimation of Working Capital requirement. Capital Budgeting: Nature – Need and Importance – Factors affecting capital investment decisions – Capital budgeting appraisal methods.

Unit – V: Dividend and Dividend Policy

Meaning – Determinants – Theories of Dividend Policy – Alternative forms of Dividend – Stock Dividend and Stock Split – Dividend Policy in Practice.

References:

1. S.M.Inamdar , Basic financial management - 2013
2. Ramachandra , Financial management - 2010
3. G.S.Reddy , Financial management - 2011

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 13MBAC24	OPERATIONS MANAGEMENT	5 hrs week 3 Credits

Objectives:

The Objective of this subject is to expose the student to the scope of operations management in achieving overall business Objective. The course aims at giving a general exposure to operations management practices in manufacturing and service industries and new advancements in operation Management.

UNIT I: Production and Concept

Production and Operations Management concept – Origin, growth and development of Operations Management – Functions and problems – Manufacturing and Services systems – Capacity planning – Break-even analysis – Forecasting – Qualitative and Quantitative methods.

UNIT II: Plant Layout

Plant locations and Lay-out decisions – Computer Software systems in Plant Lay-out – Job designs and work study – Methods study and work measurement.

UNIT III: PPC

Product and Process analysis, Process Planning, Production systems, Production Planning & Control - Aggregate planning, scheduling and control, JIT & Kanban concepts, Johnson’s Algorithm for job sequencing.

UNIT IV: Inventory Management

Materials Management – Scope and Importance, Functions – ABC Analysis, Inventory control – Basic EOQ Models – MRP 1 – MRP 2 – ERP.

UNIT V: Quality Management

Quality – Inspection & Quality control – Statistical Quality control, Control charts – TQM and TPM – Material handling – Principles and practices – Maintenance.

References:

- 1) aneerselvam – “Production and Operations Management” – Prentice Hall of India
- 2) S.K.Bhat , Operations management - 2013
- 3) Ashwatappa, Production and Operations management - 2013
- 4) Chunawalla, Production and Operations management - 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	RESEARCH METHODS FOR MANAGERS	5 hrs week
13MBAC25		3 Credits

Objectives

- To understand the basic concepts of research methods and its usefulness in Business situations
- The students will be able to formulate research plans which would be useful in companies to evolve strategies to manage the situations

UNIT I:

Basics of Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations of Research. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Problems, Challenges in Management Research in India. Research Problem Identification, Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research.

UNIT II:

Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Hypothesis – Definition, meaning, types, conditions, relevance in research for decision making in management. Pilot study and its importance.

UNIT III:

Universe and Sampling. Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Construction and validation of attitudes scales – Thurstone’s and Likert’s methods. Reliability and validity tests for rating scales.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD, SD). Correlation- meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests, ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V:

Analysis, Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Management using previous studies.

References:

1. Kothari. C.R 1992, Quantitative Techniques New Delhi, Vikas Publishing Ltd.
2. Majhi and Khatua, Research methodology - 2013
3. V.P.Michel , Research methodology in management - 2013
4. N.Thanulingam, Research methodology - 2013
5. J.K.Sachdeva, Business research methodology - 2013

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester –2 13MBAV21	SKILLS LAB - II	3 hrs week 1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individuals, group dynamics of the particular batch and provide the forum to build upon the strengths and reduce the weaknesses.

UNIT I: Introduction

Definition of Personality - Determinants of Personality – Biological, Psychological and Socio-Cultural factors - Misconceptions and Clarifications - Need for Personality Development.

UNIT II: Self Analysis

Self analysis through SWOT and Johari Window Techniques and strategies for self motivation. Motivation checklist and Goal setting based on principle of SMART Self motivation and life. Importance of Self-Esteem and enhancement of Self-Esteem. (Practical).

UNIT III: Learning Skills

Definition and Importance of memory - Causes of forgetting - How to forget (thought stopping), how to remember (techniques for improving memory) - The technique of passing exams - Management of examination fear.

UNIT IV: Power of Positive Thinking

Nurturing creativity, decision-making and problem solving. Thinking power-seven steps for dealing with doubt. Traits of positive thinkers and high achievers. Practicing a positive life style.

UNIT V: General Knowledge and Current Affairs

Regional, National and International events - Geographical, political and historical facts. Information on sports and other recreational activities. (Practical).

References:

1. Kumar and Vipan, Personality development - 2013
2. Kumar and Vipan, Psychology of human behavior - 2011
3. Viswanathan , Communication skill - 2011

MBA I Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 2	IT APPLICATION IN BUSINESS	3 hrs week
13MBAV22		1 Credit

Objectives:

1. To understand Internet operations
2. To understand usage of Internet facilities.
3. To enable to understand the web page design

Unit I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

Unit II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network(WAN), Metropolitan Area Network (MAN).

Unit III

Basics of Internet: How the internet works, Usage of internet – IP Address, Domain Name, Uniform Resource Locator (URL)

Unit IV

Introduction to E-mail: Email features – Creation of Email Accounts – Inbox – Compose Mail – Send – Attaching the documents – Address book.

Unit V

World Wide Web: Web features – File Transfer – Telnet – Usenet – Web Server – Web browser – Netscape communication Suite, Microsoft Explorer.

Text book:

Rajkamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002

Reference book:

1. P.Mohan, Computer application in business - 2013
2. C.S.V.Moorthy, Computer application in business - 2013
3. C.S.V.Moorthy, Systems management - 2010
4. V.Pandey and Ahamed, Computer application in management - 2013
5. Stephen Cass, How much does the internet Weigh, Discover Publication, 2007

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	INTERNSHIP SUMMER PROJECT	5 hrs week
13MBAI21		4 Credits

Objectives:

- To help the students to get exposure to field realities
- To Provide opportunities to practice what they learnt in their class room

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC MANAGEMENT	5 hrs week
13MBAC31		4 Credits

Objectives:

For decision making at corporate level, one needs an integrative and analytical knowledge in all functional areas of management. This course has been designed to fulfill this need and function as a capstone course in the MBA through practical case studies to imbibe the strategic network.

Unit I: Business ethics & Negotiations:

Nature and purpose of Ethical Reflection -Mediating between moral demands and interest - Moral responsibility in business sphere - Stakeholders issues - Basic principles and pitfalls Managing the negotiations process - Negotiation in this groups - Negotiation between groups Negotiation between cultures - Managing the negotiation process

UNIT II: Strategy and Process

Conceptual framework for strategic management, the Concept of Strategy and the Strategy Formation Process - A formal Strategic Planning Process - Corporate Governance and Social responsibility.

UNIT III: Competitive Advantage

External Environment - Porter's Five Forces Model-Strategic Groups Competitive Changes during Industry Evolution- Globalization and Industry Structure - National Context and Competitive advantage Resources- Capabilities and competencies–core competencies-Low cost and differentiation Generic Building Blocks of Competitive Advantage- Distinctive Competencies-Resources and Capabilities durability of competitive Advantage- Avoiding failures and sustaining competitive advantage.

UNIT IV: Strategies

Building competitive advantage through functional level strategies- Business level strategy- Strategy in the Global Environment-Corporate Strategy-Vertical Integration-Diversification and Strategic Alliances- Building and Restructuring the corporation-Choice of Strategies–Balance Score Card.

UNIT V: Strategy Implementation, Evaluation & Other Issues:

Designing organisational structure-Designing Strategic Control Systems- Matching structure and control to strategy-Implementing Strategic change-Politics-Power and Conflict-Techniques of strategic evaluation & control. Managing Technology and Innovation-Entrepreneurial Ventures and Small Business Strategic issues for Non Profit organisations.

References:

1. Charles W.L.Hill & Gareth R.Jones – ‘Strategic Management Theory, An Integrated approach’ – Houghton Mifflin Company, Princeton New Jersey, All India Publisher and Distributors, Chennai, 1998.
2. R.Nanjudeiah -Strategic planning and business policy -2003 – Himalaya Publishing house Pvt ltd
3. P.Subba Rao – business policy & strategic management - 2011- Himalaya Publishing house Pvt ltd
4. R.M.Srivastava – management policy & strategic management -2013 Himalaya Publishing house Pvt ltd
5. V.S.Mangnalie , KB.Ramanando –strategic management & global challenges -2013, Himalaya Publishing house Pvt ltd

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 13MBAC32	OPERATIONS RESEARCH	5hrs week 4 Credits

Objectives:

The Objectives of the course is to acquaint the students with the application of Operations Research to business and industry and to expose them to the significance of various scientific tools & models that are available in Operations Research for managerial decision making.

UNIT I: Introduction:

Introduction to operations research – Linear Programming Problems – Graphical solutions – Simplex method - steps and simple problems.

UNIT II: Methods:

Big M method – Duality – Dual simplex method – Integer programming method - steps and simple problems.

UNIT III: Transportation Model:

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

UNIT IV: Assignment Problem:

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

UNIT V: Game Theory:

Game theory – Saddle point – Value of game – Graphical method – Dominance rule – Applications of game theory and simple problems.

References:

1. Operations research by S.D.Sharma, 2013, 13th edition, Kedar Nath Ram Nath & Co.
2. Problems in Operations research by P.K.Gupta & Manmohan, 2003, 10th edition, Sultan Chand.
3. Gupta P.K, Man Mohan, Problem in Operations Research (Methods and Solutions), Sultan Chand and Sons, Ninth Edition, 2003.

4. Ramnath & vasuki -Quantitative methods & operation research - 2008, Himalaya Publishing house PvtLtd
5. K.Sridhara - Quantitative methods & operation research -2010, Himalaya Publishing house Pvt ltd
6. Anandsharam – operation research – 2013, Himalaya Publishing house Pvt ltd
7. R.Sridhar bhat – applied operation research – 2011, Himalaya Publishing house Pvt ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	SALES AND DISTRIBUTION	5 hrs week
13MBAEM31		4 Credits

Objectives:

This course will deal with the corporate physical distribution activities as an integrated system. The various components of this system would be considered with help of analytical and quantitative techniques.

UNIT I: Personal selling

Personal selling – Introduction – qualities required by a good salesperson – role of salesperson – selling process

UNIT II: Sales forecasting

Sales forecasting – How to prepare a sales forecast? – Methods of forecasting
Sales promotion - Introduction – Consumer / Trade – sales promotion plan

UNIT III: Management of Sales Force

Managing the salesforce – Role of Sales Managers – Functions of Sales Managers – sales management planning / sales budgets – quotas / manpower planning / sales force motivation / control

Unit IV: Distribution Management

Managing the Distribution function – Role of Middlemen – Channel levels – Factors influencing distribution decisions - Managing the Channel – Channel conflict – Emergence of organized retail sector / INTERNET and its implications on distribution strategy

Unit V: SCM

Traditional Distribution Management approach Vs Supply Chain Management – Logistics decisions – Transportation / Warehousing / Inventory Management -3PL - 4PL

References:

1. S.L.Gupta & M.k.Rampal Cases in sales& distribution management-2009, Himalaya Publishing house Pvt ltd
2. C.H.CHAUNNAWALL –sales & distribution management-2013, Himalaya Publishing house Pvt ltd
3. N.G.NAIR & LATHANAIR- Sales & distribution management -2010, Himalaya Publishing house Pvt ltd

4. K.SRIDHARA BHAT - - Sales & distribution management -2010, Himalaya Publishing house Pvt Ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	ADVERTISING MANAGEMENT	5 hrs week
13 MBAEM32		4 Credits

Objectives:

This course aims acquainting students with the important of advertisement in the promotion mix and to study the different elements and process of advertising.

UNIT I: Foundation

Introduction to Advertisement - What is advertisement? – Key players – Types of Advertisement Role in Marketing – How Agencies work? Advertisement & Society – Advertisement Ethics – Legal environment

UNIT II: Planning and Strategy

How advertisement works? – Communication – Effectiveness – Perception – Cognition – Emotion – Association – Persuasion. Consumer audience – Consumer Behavior – Culture – Social – Decision process –Segmentation – Targeting. Research – Uses – Methods – Challenges – Key players
Planning – Business/marketing/advertisement – Account planning

UNIT III: Media

Print & out of home media – Media Industry – Space marketing – News papers – Magazines – Directory Broadcast Media – Radio – TV – Film and Video Interactive & Alternative Media - Internet – e-mail Media planning

UNIT IV: Effective Advertising Messages

Creativity – Copy writing – Design and Production

UNIT V: Integration and Evaluation

Direct Response – Database marketing
Sales promotion, Events & Sponsorships
Public Relations – Tools

Evaluation of Effectiveness – Factors to be evaluated – copy testing – Campaign & IMC Evaluation.

References:

1. S.RADHOR – advertising management – 2013, Himalaya Publishing house Pvt Ltd
2. M.N.MISHRA – sales promotion& advertising management-2013, Himalaya Publishing house Pvt Ltd
3. SAHOO & SINHA - advertising management -2013, Himalaya Publishing house Pvt Ltd
4. Kenneth Clow. Donald Baack, “Integrated Advertisements, Promotion and Marketing communication”, Prentice Hall of India, New Delhi, 2010.

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	TRAINING AND DEVELOPMENT	5 hrs week
13 MBAEH31		4 Credits

Objectives:

This Course aims training the participants in understanding the training needs, designing administering and evaluation training and development programme in an organisation.

Unit I: Introduction

Training – Definition, concept and Objectives Meaning and differentiation - Education, Training and development Importance of training Need for training – Individual, operational and organizational

Unit II: Need of Training

Emerging issues in training - Challenges in training - Areas of training - Duties and responsibilities of training manager

Unit III: Types of Training

Training categories – Basic skill, Technical skill and Interpersonal training
Training delivery tools - Selection of trainers – Internal / External

Unit IV: Development

Developing Managers – Nature and Purpose - Factors in designing the development program - Process of Executive Development Program - Methods of Executive Development Program

Unit V: Evaluation

Evaluation of training and development program – Methods - Concept of Return on investment and Cost benefit analysis - Current practices in training and development - Training in manufacturing and service sector

References:

1. C.S.Thomaskutty – management training & development – 2013, Himalaya Publishing house Pvt ltd
2. B.RathanReddy –Effective human resources training & development strategy- 2013, Himalaya Publishing house Pvt ltd
3. Suhaspalsapure –Human resources development through management education & training – 2010, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	COMPENSATION MANAGEMENT	5 hrs week
13 MBAEH32		4 Credits

Objectives:

To gain in-depth knowledge on compensation management in industries, and study the various reward and compensation system with the emerging trends. To understand the competitive business and the contribution of the people and its integration to attract the talents and retain the skill professionals to contribute for organization.

Unit I: Introduction

The world of Pay and Compensation based on macro economics and micro economic factors. Theories of wages and salaries – its evaluation – components .

Unit II: Job Evaluation

Job Analysis, Job Description and Job Evaluation – Definition – Importance – Types. Surveying Market Pay and Compensation Practices. Designing Pay Structure – Components of Pay Structure.

Unit III: Reward and Compensation

The reward systems monetary and non monetary dimensions – Incentives – incentive plans – Incentives for direct and indirect categories – individual/ group incentives – Fringe benefits/perks short term and long term incentives – profit sharing – ESOP

Unit IV: Legislation on Compensation

Introduction to Payment of Wages act; Minimum Wages Act; Bonus Act; Gratuity Act.

Unit V: Emerging Trend in Compensation

Remuneration Management Systems- Current trends in Compensation – executive Compensation – International Compensation – Compensation for knowledge workers. Control aspects of Employee Cost.

References:

1. K.BHATIA-compensation management-2013, Himalaya Publishing house Pvt ltd
2. BALYAN & BALYAN- compensation management-2013, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 13MBAEF31	PROJECT FINANCE	5 hrs week 4 Credits

Objectives:

To gain in-depth knowledge and its importance of cash inflow and cash outflow and its application to make the organization viable and for sustained growth. To understand the scarcity of the fund and its better return through its application.

Unit I: Introduction to Project Management

Project Management Introduction – Categories of Projects – Roles & Responsibilities of Project Manager – Project Feasibility Reports – Project Control systems Conceptual View of Concepts like PERT / CPM / Project diary.

Unit II: Investment Decision Analysis (Capital Budgeting)

Nature of Investment Decisions – Capital Investment Decision Process Time value of Money – Factors affecting Capital Investments – Kinds of Capital Investments – Capital Budgeting Appraisal Methods – Traditional Methods (Payback & ARR) / Modern Methods (NPV, IRR and Profitability Index) – **Simple application oriented problems.**

Unit III: Working Capital Management

Working capital management – Objectives, kinds and factors – Receivables, Cash, Inventory Management – Analysis & Application – Financing current assets – Banks and Financial Institutions norms – Tandon Committee report – includes simple working capital application oriented problems

Unit IV: Lease Financing Decisions

Lease: Concept, Meaning & Definition – Reasons for Leasing – Essentials of a valid lease – Various Kinds of Leasing – Lease VS Buy decisions: Financial Evaluation – Advantages of Leasing & Financial Implications. Status of Indian Leasing Industry. Simple application oriented problems – Lease VS Buy Decisions

Unit V: Project Management Performance

Project performance indicators, Performance improvement, Project Closure Reports – Post implementation reviews.

References:

1. VASANT DESAI-Project management – 2013, Himalaya Publishing house Pvt Ltd
2. NARAENDRA SINGH- problem & solution in project management & control-2011, Himalaya Publishing house Pvt Ltd
3. Y.C.SONTAKKI- project management – 2009, Himalaya Publishing house Pvt Ltd
4. IM Pandey, 10th Ed, TMH, Financial Management
5. Khan & Jain, 5nd Ed, TMH, Financial Management

MBA II year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 13MBAEF32	PORTFOLIO MANAGEMENT	5 hrs week 4 Credits

Objectives:

This course aims to understand the culmination of Security evaluation and accumulation of security related information in investment decision making. This subject deals with Portfolio optimization, evaluation, revision. Etc.

Unit I: Introduction to Investments

Investments – what & why; Different categories of investors – Investor, Speculator and Gambler; Process of investment; Different avenues of investment; Risk – Return Concept of investment; Intrinsic Value concept in Investment Analysis.

Unit II: Fundamental Analysis

Fundamental Analysis – salient features, Economic Analysis, Industry Analysis, Company Analysis and Z score Analysis

Unit III: Technical Analysis

Technical analysis VS Fundamental analysis

Technical analysis – Features, assumptions and limitations

Tools of technical analysis like Japanese Candle stick chart, Line chart, Bar chart, PFC, Double top, Triple top patterns, Head and Shoulders, Support and Resistance level. Elliot Wave theory, Dow theory, Breadth of the market, Relative strength analysis, Moving average analysis, MACD.

Unit IV: Efficient Market Hypothesis

Efficient Market Hypothesis – Strong form, semi strong form and weak form market, including Random walk hypothesis.

Unit V: Fundamentals of Portfolio Management

Portfolio Management Concept and Objectives – Factors to be considered in Portfolio Management – Diversification – Simple, Superfluous and Markowitz models – Portfolio Performance Evaluation – Sharpe’s, Treynor’s Ratios.

References:

1. V.A.AVADHANI- securities analysis & portfolio management – 2011, Himalaya Publishing house Pvt ltd
2. O.P.AGARWAL- securities analysis & portfolio management – 2013, Himalaya Publishing house Pvt ltd
3. PREETI SINGH – investment management – 2013, Himalaya Publishing house Pvt ltd

MBA II year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 13MBAES31	WINDOWS AND OPERATING SYSTEM	5 hrs week 4 Credits

Objectives:

This course aims to gain knowledge of basics of computer operations, language, WINDOWS and operating systems for managerial professionals.

Unit I:

Unix Overview- The Kernal – The shell Files and directories – peripheral devices in Unix – Special files.

Unit II:

Using Unix commands – Using single commands – Compound commands – Building a command library.

Unit III:

UNIX tools – Group, a sed trand and shell commands and environment – for loop – case statement, while and until, if, test, trap, expr.

Unit IV:

Scheduling concepts – scheduling argormous algorithm evaluation – multiple processor scheduling.

Unit V:

Installing and starting Windows 3.1 – using the mouse and the key board – windows commands – windows setup – program manager – file manager – control panel – standard programs that run on windows – calendar – notepad.

References:

1. Introducing Unix system V- Rache Morgan Henry
2. Illustrated Windows 3.1 – Robert E. Whitsitt, Lara.

MBA II year	Elective - System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 13MBAES32	COMPUTER NETWORKS	5 hrs week 4 Credits

Objective:

This course aims to understand the web of WAN, LAN, its integration and its applications in decision making.

Unit I:

Introduction – goals and application of network – Network structure and architecture – OSI reference model – various layers – services – network, Standardization – ARPANE, MAP and TOP, UNENET ,CSNET, BINET, SNA and public networks.

Unit II:

The Physical layer – Fourier analysts – bandwith – Limited signals – maximum data rate of a channel – Transmission media – magnetic media – twisted pair – Baseband – and broadband cable – Fibre optics – Line of sight transmission – telephone systems – modern RS – 232-c and RS.419. Medium access sublayer – Local and metropolitan networks – ALDHA protocols – LAN protocols – IEEE standard 802 dor LAN – fibre optic networks.

Unit III:

Data link layer – design issues – Error detection and correction – data link protocol – network layer – layer design issues – routing algorithms – internetworking – examples.

Unit IV:

Transport layer – design issues – connection management – simple transport protocol on top ofx25 – samples session layer- design issue – remote procedure call.

Unit V:

Presentation layer – design issues – Application layer – design issues.

References:

1. Computer Networks – A.S. Tanenmanum. Second edition, PHI Private Ltd, New Delhi 1990.
2. Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
3. Computer Network & Simulation III, Scnemaker, Elacvier Science Publications, 1986.

MBA II Year	Value Adding Course	Max. Marks 50 Int: 50
Semester – 3	SKILL LAB - III	3 hrs week
13MBAV31		1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weaknesses of individuals, group dynamics of the particulars batch and provide a forum to build upon the strengths and reduce the weakness.

UNIT I: Oral Communication

Scope and importance of oral communication and presentation.

UNIT II: Language and Presentation

General language knowledge and presentation, special language knowledge and presentation, listening, speaking, interviewing, conduct a meeting.

UNIT III: Communication Skill

Giving speeches, general communication skills for presentation, Professional communication skills for presentation, and social communication skills for presentation.

UNIT IV: Non verbal Communication

Scope and importance of non-verbal communication/ Body language and etiquette.

UNIT V: E-Communication

Office machines, Electronic office, communication technology.

References:

1. Cathcart, Robert.S. and Larry A. Samovar 1970. Small Group Communication: - A Reaer 5th Edition. Wm. C Brown Publishers. Iowa
2. Tamblyn, Doni and Sharyn Weiss. 2000. The Big Book OF Humorous Training Games. 2004 Edition. Tata McMgraw-Hill, New Delhi.
3. Pillai, Radhakrishnan, 2006. Spoken English for you. Emerald Publishers, Chennai.

MBA II Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 3	BUSINESS ETHICS AND	3 hrs week
13MBAV32	CORPORATE SOCIAL RESPONSIBILITY	2 Credits

Objective:

It aims to understand the importance of business ethics and CSR apart than being in the competitive business.

UNIT I: Business ethics

Nature and purpose of Ethical Reflection
 Mediating between moral demands and interests
 Moral responsibility in business sphere
 Moral responsibility in business sphere
 Stakeholders issues

UNIT II: Value

Purpose- Science and human values
 Aristotle view - Application of Values
 Holistic Approach for Managers in Decision Making
 Trans-cultural Human Values in Management
 Secular versus Spiritual Values in Management
 Stakeholder perspective

UNIT III: Corporate Social Responsibility

Meaning –Objectives-Scope-Need of CSR for business development-CSR vs Corporate Governance-Variou Strategies of CSR.

References:

1. Garbet 1970 – Times of India Press – Business Ethics
2. Petrick (Joseph A) & Quinn (John F) 2011- National Press- Business Ethics
3. Balachandran (V) – 2011 – University Book House – Corporate Governance& Social Responsibility

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAC41	INTERNATIONAL BUSINESS MANAGEMENT	5 hrs week 4 Credits

Objectives:

It enables the students to understand the aspects and importance of international business management in the current border less business scenario. To provide an in-depth perspective into the international business operations and its complexities, decision making process.

UNIT I: Introduction

Definition – trade and investment flow – economic theories – forms of international business – Trade Policy – Export promotion – Export procedures and documents – FOREX management – exchange rate determination – Exchange risk – Managing exchange rate.

UNIT II: International Business Environment

Globalization of business – economic, political and cultural environment of international business – WTO and trade liberalization – emerging issues – implications for India –regional trade blocks – inter – regional trade among regional groups.

UNIT III: Global Strategic Management

Structural design of MNEs – strategic planning – strategic considerations – national Vs global competitiveness.

UNIT IV: Control and International Business Environment

Control of MNEs – approaches to control – the role of information systems – performance measurement – mechanics of measurement – various performance indicators – evaluation and evaluation systems.

UNIT V: Conflict In IB &Negotiation

Factors causing conflict – conflict resolution actions – the role of negotiations in international business – the role of international agencies in conflict resolution.

References:

1. Francis Cherunilan International trade and export management 2013
2. Chowdry and Agarwal foreign trade and exchange 2010
3. P.Subbarao International business 2013
4. Richard M.Hodgetts and Fred Luthans, International Management', Tata McGraw Hill, New Delhi, 2003.

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAC42	ENTREPRENEURSHIP SKILLS	5 hrs week 3 Credits

Objectives:

This course aims to achieve understand the knowledge of basics of entrepreneurship .In current and future turbulent times all executives should possess entrepreneurial skills with insatiable desire for innovations. This course aims at emphasizing these skills as vital requirement in the armory of an executive.

Unit I: Introduction:

Concept of Entrepreneurship, Nature and Development of Entrepreneurship, Entrepreneurial decision process. Entrepreneurial traits, types culture and structure, competing theories of Entrepreneurship, Entrepreneurial motivation, Establishing Entrepreneurial Systems, development of woman entrepreneurs and the future of entrepreneurship.

Unit II: Self Assessment and the Entrepreneurial Process:

Identifying and evaluation the opportunity, developing a business plan, resources required and the managing the enterprise. Strategic orientation, commitment to opportunity, resources, control of resource and management structure. Entrepreneurial Careers, education training. Entrepreneurial Ethics.

Unit III: The Business Idea:

Sources of new ideas: The unexpected, incongruities, process need, industry and market structures, demographics, changes in perception, new knowledge, the bright idea. Consumers, existing companies, distribution channels, Government and Research and Development, purposeful innovation and principles of innovation. Steps of starting a small industry- Incentives and Subsidies- Central and State government- Business Innovation with a purpose, vision and strategy

Unit IV: The Business Plan:

Scope and value of Business Plan, information needs, writing a Business Plan: Essential Parts. Using and implementing Plans. Case Studies for failures.

Unit V: Critical aspects in the Marketing Financial

Exploring export possibilities – Incentives for exports and Imports of Capital Goods and raw materials. Rejuvenating workplace through planned change. Transforming individual blocks to creativity. Human values in innovation. Problems and Opportunities, Entrepreneurship in Rural sectors and Service Institutions, Ecological Niches. Legal aspects

References:

1. Hisrich and Peters – Irwin- Entrepreneurship - Starting, Developing, and Management a new Enterprise
2. Prasama Chandra, Projects – ‘Planning, Analysis, Selection, Implementation and Reviews’, Tata McGraw-Hill Publishing Company Limited 1996.
3. P. Pednekar Entrepreneurship 2013
4. S.Taneja Entrepreneurship Development 2013
5. Vasanth Desai Theories of Entrepreneurship 2011

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
13MBAEM41		4 Credits

Objectives:

This course aims to understand the importance of retail , distribution as a part of effective supply chain management. To understand the environment and channel of retail sector for a better marketing management

Unit I: Introduction – Retail - Evaluation

Introduction – Retailing – Evaluation – Functions – Trends – Opportunities Retail Formats – Convenience stores – Specialty – Super Market – Discount – Superstore – Departmental – Hyper – Warehouse – Mall – Direct catalogue retailing – Web stores.

Unit II: Franchising & Sourcing

Franchising in retail – Introduction – Types – operation-Merchandise Planning & Control – Sourcing – Category Management – Process – Information Technology

Unit III: Design – Visual - Pricing

Retail Store Design & Visual merchandising – In store fixtures – Display – Space Management – Promoting the merchandise Retail pricing – Pricing Policies – mark up pricing – Pricing Strategy

Unit IV: Quality & Inventory

Retail Selling – Qualities required for Sales personnel – Role of Retail Sales personnel – Selling price. Retail operations – Store Administration & Management of premises-Managing Inventory – Display – Receipts-Customer Service – Promotions and Events

Unit V: Performance & Productivity

Measuring performance – Income statement – measuring retail store & space performance – measuring employee productivity

References:

1. Swapna Pradhan 2007 TMH – Retail Management
2. A.Mustaffa, Retail Management – 2011
3. Banumathi & Jayalakshmi, Retail Marketing – 2010
4. D.P.Sharma, E-Retailing: Principles and Practice – 2010
5. Sheikh and Fatima, Retail Management – 2011

MBA II Year	Elective - Finance	Max. Marks 100
Semester III		Int: 25 Ext: 75
13BMBAF32	Money and Capital Management	4 Credits

OBJECTIVES:

This course aims to understand about capital markets, Stock markets, Debt Markets, Stock Exchange Operation and related area are the focus of this subject.

Unit I: Introduction to Indian Financial System

Introduction to Financial System, Markets and components – Background, structure, nature, role, functions, necessity, economics, definitions

Overview of the Financial System and Markets in India – Organization, operation, growth.

Derivatives & Commodities market – origin, growth and development in India.

Unit II: Indian Capital Markets

Historical Development of Indian Stock market – Organization and management of stock exchanges in India.

Overview of Primary and Secondary Market operations, Instruments in the respective markets.

An overview of stock market indices – Nifty and Sensex. SEBI regulations on stock markets.

Role of intermediaries – SEBI Guidelines. Current status of Indian Capital market.

Unit III: Indian Money Market

An overview of Indian Money Market, Money Market instruments, RBI guidelines/regulations on Money market providers, Investors, Players, Regulators, Yields, Liquidity.

Current Status of Indian Money Market. An overview of Indian Debt Markets.

Unit IV: Mutual Funds

Mutual Funds – Conceptual view, Advantages of Investing through Mutual Fund Investment

Mutual Funds – Process study, SEBI/AMFI – Snapshots on Indian Mutual Funds, Future of Mutual Funds Industry.

Unit V: Global Money and Capital Markets

An overview of International Capital Markets. An overview of International Money Markets.

References:

1. VA Avadhani, 2004 Ed, Himalaya Pub – Investment & Securities Markets in India
2. LM Bhole, 2nd Ed, TMH – Financial Markets & Institutions
3. Arindam Banerjee, 2006, Icfai Press – Indian Capital Markets
4. Fabozzi & Modighani, 2001 Ed, Mc Graw Hill – Capital Market: Institutions & Instruments

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAEM42	SUPPLY CHAIN MANAGEMENT	5 hrs week 4 Credits

Objectives:

This course aims to understand the latest competitive concept of SCM in the emerging scenario of integrated marketing management.

Unit I: Logistic & SCM

Logistics – Introduction – Evolution – Importance – Strategic logistics planning - SCM – What & Why? Key issues in SCM – Components

Unit II: Warehousing & Transportation

Ware housing – Concept – Types – Functions – Operations - Transportation – Modes – Selection – 3 PL - Trade off

Unit III: Strategic Management

Strategic decisions in SCM – Value chain – Quality – Delivery – Flexibility – Cost – Location – Production – Inventory – Transportation Outsourcing – Procurement – Supply Contracts

Unit IV: Integration of SCM

Supply chain integration – Push – Pull – Push/Pull system - Agile Supply chain - Reverse supply chain – Issues

Unit V: IT in SCM

Information Technology in SCM – EDI – ERP – Intranet / Extranet / Internet – Bar Coding – Smart cards – RFID – GPS Bull Whip effect

References:

1. D K Agrawal Macmillan India 2003 -Text book of logistics & SCM.
2. David simchi – Levi, Philip kaminsky – Edith simchi -TMH 2004 - Managing the supply chain
3. S.K.Bhat, Logistics and Supply Chain Management – 2010
4. Naran and Monisha, Operations and Supply Chain Management – 2011
5. K.K.Kanna, Physical Distribution Management – 2011

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAEH41	INDUSTRIAL RELATIONS	5 hrs week 4 Credits

Objective:

This course aims to understand a total scenario of HR situation and its trend handle through effective process of IR, bargaining and negotiation.

UNIT I: Industrial Relations

Concepts – Importance – Industrial Relations problems in the Public Sector – Growth of Trade Unions – Codes of conduct.

UNIT II: Industrial Conflicts

Disputes – Impact – Causes – Strikes – Prevention – Industrial Peace – Government Machinery – Conciliation – Arbitration – Adjudication.

UNIT III: Labour Welfare

Concept – Objectives – Scope – Need – Voluntary Welfare Measures – Statutory Welfare Measures – Labour – Welfare Funds – Education and Training Schemes.

UNIT IV: Industrial Safety

Causes of Accidents – Prevention – Safety Provisions – Industrial Health and Hygiene – Importance – Problems – Occupational Hazards – Diseases – Psychological problems – Counseling – Statutory Provisions.

UNIT V: Welfare of Special Categories of Labour

Child Labour – Female Labour – Contract Labour – Construction Labour – Agricultural Labour – Disabled – Welfare of knowledge workers - Social Assistance – Social Security – Implications.

References:

1. Mamoria C.B. and Sathish Mamoria, 'Dynamics of Industrial Relations', Himalaya Publishing House, New Delhi, 1998.
2. C.S.Venkata Ratnam, 'Globalization and Labour Management Relations', Response Books, 2001)
3. P.Subba Rao, Industrial Relations – 2011
4. A.M.Sharma, Industrial Relations: Conceptual and Legal Frame Work – 2013
5. Memoria, Dynamics of Industrial Relations – 2013

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester –4 13MBAEH42	ORGANIZATIONAL DEVELOPMENT	5 hrs week 4 Credits

Objectives:

Its aims to understand the different OD models OD interventions & importance of quality of work life in the organization

Unit I: Introduction

Introduction, Concept – Nature & origin, Meaning & Definition, Characteristics, Objectives and Assumptions in OD.

Unit II: Organization Change and Design

Organization Change – meaning – types and forms of organization change, Change Agent –skills of Change Agent. Organization Design.

Unit III: Modern Interventions & Career Planning

Interventions. Difference between Traditional & Modern Interventions, Classification of Interventions – Individuals, Teams, Inter groups and Total organization. Interventions for individuals – Career Planning and T group.

Unit IV: MBO & Inter Group Relations

Interventions for Teams – MBO, Force Field analysis (Kurt Lewins model), Quality circle. Interventions for Inter group relations – Third Party peacemaking, Survey Feedback.

Unit V: Organization Interventions

Interventions for Total organization – Total Quality Management. Consultant – Client relationship, Reasons for failure in OD. Performance & Performance gap - OD interventions to bridge the gap.

References:

1. Wendell L.French and Cecil Bell- 2006- T.M H- Organization Development
2. Thomas G. cummis- 2001- Thomson south western- Organisational development and change
3. S. Ramnarayan, TV.Rao and Kuldeep singh 1998- response book – Organizational development
4. Arun Shekri, Organizational Theory Structure and Design – 2013
5. Ramakanta Patra, Strategic HRM and Organizational Development – 2011

MBA II Year	Elective – Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAEF41	WORKING CAPITAL MANAGEMENT	5 hrs week 4 Credits

Objectives:

It aims to understand the concept of working capital inventory management, cash flow management for the effective functioning of finance department.

Unit I: Introduction

Meaning of working capital – Gross working capital and Net working capital – Approaches to financing of working capital – Working capital cycle – Determinants of working capital

Unit II: Assessment of Working Capital

Assessment and planning of working capital requirement by a firm – Financing of working capital – long term and short term sources – commercial papers

Unit III: Cash Flow Management

Cash and receivables management – Motives of holding cash – Cash budgets – Cash management techniques – Baumol model and Miller and Orr model – Credit policy – Credit analysis – Ageing analysis

Unit IV: Inventory Management

Inventory management – Risk – Return trade off in holding inventory – Inventory control through fixation of inventory levels, ABC analysis and JIT

Unit V: Norms for Working Capital

Chore Committee, Tandon Committee and Kannan Committee norms for working capital – Procedures followed by commercial banks to finance working capital.

References:

1. Khan & Jain, 2nd Ed, TMH, Financial Management
2. Prasanna Chandra, 6th Ed, TMH, Financial Management
3. P.Periyasamy, Working Capital Management – 2013
4. Khan and Goyal, Capital and Money Market – 2011
5. D.Sharma, Working Capital Management – 2010

MBA II Year	Elective - Finance	Max. Marks 100
Semester IV		Int: 25 Ext: 75
13BMBAF42	Portfolio Management	4 Credits

OBJECTIVES:

This course aims to understand the culmination of Security evaluations and accumulation of security related information in investment decision making. This subject deals with Portfolio optimizations, evaluation, revision, etc.

Unit I: Introduction to Investments

Investments – what & why; Different categories of Investors – Investor, Speculator and Gambler; process of investments; Different avenues of investment; Risk – Return Concept of Investment; Intrinsic Values concept in Investment Analysis.

Unit II: Fundamental Analysis

Fundamental Analysis – Salient features, Economic Analysis, Industry Analysis, Company Analysis and z score Analysis.

Unit III: Technical Analysis

Technical Analysis Vs Fundamental analysis

Technical analysis – Features, assumptions and limitations

Tools of technical analysis like Japanese Candle stick chart, Line Chart, Bar chart, PFC, Double top, Triple top patterns, Head and Shoulders, Support and Resistance level. Elliot Wave Theory, Dow theory, Breadth of the market, Relative strength analysis, Moving average analysis, MACD.

Unit IV: Efficient Market Hypothesis

Efficient Market Hypothesis – Strong form, semi strong form and weak for market, including Random Walk hypothesis.

Unit V: Fundamentals of Portfolio Management

Portfolio Management Concept and objectives – Factors to be considered in Portfolio Management – Diversification – Simple, Superfluous and Markowitz models – Portfolio Performance Evaluation – Sharpe’s, Treynor’s Ratios.

References:

1. Fischer & Jordon, 6th Ed, PHI, Security & Portfolio Management
 2. V.K. Bhalla, 4th Ed, S. Chand Pub, Investment Management
- Jack Clark Francis, 1991 Ed, Mc Graw Hill, Investments

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAES41	EMERGING TRENDS IN INFORMATION TECHNOLOGY	5 hrs week 4 Credits

Objectives:

This course aims to understand the latest emerging trends & concepts in Information Technology and its application in the decision making process.

Unit I:

Open system concepts including Client / Server PC & workstations
Multimedia concepts, Applications, Multimedia PC & workstations
CAD and workstations – concepts and trends

Unit II:

Latest trends in Micros – PC and Macs – global and Indian scenario
Latest trends in networking and communications
Unit III Object orientation – concepts and models
Graphical user interfaces – MS windows, X windows Motif
Case tools – Latest trends

Unit III:

Relational databases – latest trends: object
Oriented databases, oracle 7.0 Sybase, ingress
Desk top publishing – Concepts & latest trends glimpses of PageMaker, Ventura

Unit IV:

Artificial Intelligence & Expert Systems
Peripherals – disk drives, CD, DAT, terminals etc.

Reference:

Articles from Computers Today, Data Quest, PC Quest & In House Magazines of HCL, HP, DEIL, ICIM.

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	BUSINESS APPLICATION SOFTWARE	5 hrs week
131MBAES42		4 Credits

Objectives:

This course aims to understand the management of software and other business oriented packages to apply in decision making business process.

Unit I: Structured System Analysis:

Data Flow diagrams, Data dictionary, Transform description, Decision Tables, Decision trees, Structured English / Tight English – Pseudo Code, Defining Content of data store, Normalization and entity relationship diagrams. System specification

Unit II: Structures System Design:

Performance Considerations, Control Considerations, Change – ability considerations, Design Methodology, Structure Charts, Module coupling, Module Cohesion, Scope of effect scope of control

Other design consideration

Unit III: Structure Implementation

Packaging, Tradional Implementation, Unit, String, Sub – System testing, system Integration Incremental Implementation – Top-down Bottom – up and sandwich, Structured Programming:

Unit IV: Structured programming concepts

Michael Jackson Methodologies, Action Diagrams

Unit V: Components of Case Tool

Integrating tools of case, Comparison of popular Case tools, Benefits and weaknesses of case

Hands on experience on Turbo Analyst, Management aspects of system development Hardware/software selection and Acquisition policies

References:

- 1) Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
- 2) Sudalaimuthu, Anthony raj, Computer Application in Business, Himalaya Publishing House, 2009
- 3) George, SPSS for windows, step by step13.0, Pearson,2009,Whigham, Business Data Analysis Using Excel, Oxford,2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAV41	MANAGEMENT INFORMATION SYSTEMS	4 hrs week 2 Credits

Objectives:

This course aims to help the student to recognize, specify and communicate effectively to data processing personnel above information system problem participate usefully as a member of a system's project team. Anticipate and interpret new developments in information technology and fit into an overall information system framework

Unit I: Information and Decision Making

Basic types of Information systems-Decision Making & MIS-MIS as a technique for making Programmed Decision

Unit II: The Value added by Information System

Adding value to processes-Adding value to products-Adding value by enhancing the ability to change-Adding value to Managers-Adding value to problem solving & Decision making

Unit III: Enterprise MIS Planning

Challenges to the Development of MIS from within the system, outside the system and from Nature of the enterprise system-MIS Steering committee-Top – down Vs Bottom – up planning, critical factor planning-Enterprise analysis, Evolutionary planning & Strategic planning method.

Unit IV: Conception System Design

Setting System Objectives-Establish System constraints-Determine Information needs and sources-Develop alternatives conceptual design

Unit V: Implementation, Evaluation & Maintenance of MIS

Case Methodology & tools-Plan the implementation-Evaluation MIS-Control and Maintain system

References:

- 1) Robert G. Murdick, Joel E. Ross, James R. Claggett -3rd Edition PHI publications- Information System for Modern Management
- 2) Kroenke & Hatch. 3rd Edition Mc.Graw Hill Publications- Management Information System
- 3) P.Mohan, Management Information System – 2013
- 4) Kamat and Zaveri, Management Information System – 2011
- 5) D.Sharma, Information Technology for Business – 2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 13MBAV42	SKILLS LAB - IV	2 hrs week 1 Credit

Objectives:

This course aims to understand the basics of the art of attending, managing and Presenting himself / herself to overcome and succeed in the interview process.

Unit I:

For road Map to Career, place a foundation to understand the environment through the parents, preachers and friends. Based on the foundation, the bricks and cementing that is school / UG / PG education to achieve their articulated ambition.

Unit II:

Based on the foundation and ambition , with the clear direction of mind they have to opt right courses in schooling/UG/PG if necessary to meet the requirement of career plan. The career should synchronize with their ambition.

Unit III:

Based on the action plan to achieve the ambition, the education, career and the initiative and efforts have to be integrated.

Unit IV:

Preparation of Application / Bio-date / Resume/ Curriculum vitae with the apt covering letter to suit the requirement of the prospective employer.

Unit V:

Dress code, Mock interview and presentation to crack the interview. Education – career planning – and other requisite steps to achieve the life - time ambition. Success stories of professional/ entrepreneur achievements to motivate the future professionals.

References:

1. D.K.Tripati, Team Building and Leadership – 2011
2. M.S.Beg, Introduction to creative Writing – 2013
3. M.N.Rudra Basava Raj, Executive Development in India and Abroad – 2011

M.Sc(CS & IT)-Academic Year 2013-2014

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	OPERATING SYSTEM	5 hrs week
13MCSC11		Credits: 4

OBJECTIVES:

- To help the students to understand the concepts of operating system and its functionalities.
- To foster their knowledge about File systems & process synchronization.

UNIT I

Abstract Views of OS – Goals – Operation - Classes of Operating System – Batch Processing Systems – Multiprogramming System – Time Sharing Systems – Real Time Operating System – Distributed Operating System – Modern Operating System.

UNIT II

Processes & Threads: Processes & Programs - Programmer View – OS View – Threads – Case Studies – Interacting Process –Advanced programmer view. **Scheduling:** Preliminary – non-Preemptive scheduling Policies – Preemptive Scheduling Policies – Scheduling in Practice – Real time Scheduling.

UNIT III

Memory Management: Managing the Memory Hierarchy – Static & dynamic memory allocation – Memory allocation in Processes – Reuse of memory – Contiguous & non contiguous memory allocation – Paging – Segmentation – Segmentation with paging. **Virtual memory:** basics – Demand Paging – Page Replacement Policies – Memory allocation to a process – Shared Pages – Memory mapped files.

UNIT IV

File Systems- File systems and IOCS – File and File operations – Fundamental File Organizations – Directory Structures – File Protection – Allocation of disk Space – Virtual file System. **Security and Protection:** Overview of Security and protection – Goals of Security and Protection – Security attacks – Formal and Practical aspects of Security – Encryption – Authentication and Password Security.

UNIT V

Process Synchronization – Data access Synchronization & control Synchronization – Critical sections –Implementation critical Sections & indivisible operation – classic process Synchronization problems – Structure of concurrent Systems - semaphores – conditional critical regions – monitors. **Message passing:** Overview – implementation – mail boxes. **Deadlocks:** Deadlocks in resource allocation – handling Deadlocks – detection and resolution –prevention –avoidance.

References:

1. D.M. Dhamdhare, 2006 Operating System A Concept based approach , II Ed, TMH Publishing Company, New Delhi,
2. William Stallings 2008 Operating Systems, Internals and Design Principles, PH.
3. Pramod Chandra, P.Bhatt, 2007 PHI An introduction to operating systems, concepts and practice.

MSC (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – I	OBJECT ORIENTED PROGRAMMING WITH C++	5 hrs week
13MCSC13		Credits: 4

OBJECTIVES:

- To understand the basic concepts of OOP.
- To learn the concepts of C++ programming.

UNIT I

Principles of Object Oriented Programming (OOP) -OOP Paradigm -Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Application of C++ - Structures in C++ - Tokens – Keywords - Identifiers & Constants –Basic Data Types- Expressions – Control Structures.

UNIT II

Functions in C++: Function prototyping – call by Reference – Return by Reference – Inline Functions – Function Overloading – Friend Function – Specifying a Class – Defining Member Function – Private Member Function – Arrays within a class – Static Member Function – Objects as Function arguments – Returning Objects.

UNIT III

Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading – Destructors- Operator Overloading – Defining – unary – Binary –Manipulation of Strings using Operators – Rules for overloading operators – Type Conversions.

UNIT IV

Inheritance: Single Inheritance -Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance- Abstract Classes, Pointers, Virtual Functions and Polymorphism.

UNIT V

Managing Console I/O operations, Working with files: classes for file stream operations - Opening and Closing a file - End-of-file detection –More about Open():File modes - File pointers -Updating a file -Error handling during file operations - Command line arguments, Exception Handling: Basics – Exception Handling mechanism – Throwing – catching – Rethrowing.

References:

1. E. Balagurusamy, 2002 Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi,.
2. Herbert Schildt 2003, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition New Delhi.
3. Al.Stevens, 2003 C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd,.
4. Sutter, Herb, Alexandrescu, Andrei, 2004 C++ coding Standards, 2nd Edition, Addison Wesley Ltd.

M.Sc (CS & IT) I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	WIRELESS COMMUNICATION & NETWORKS	5 hrs week
13MCSC13		Credits: 4

OBJECTIVES:

- To help the students to acquire knowledge of wireless communication.
- To enable them to understand the concepts of satellite and mobile communication.

UNIT I

Wireless comes of Age- cellular revolution- global cellular network- broad band- future trends- trouble with wireless- internet & web resources. **Transmission fundamentals:** Signals for conveying information- analog & digital data transmission- channel capacity- transmission media- multiplexing. **Communication networks:** LANs, MANs, WANs- switching techniques- circuit switching- packet switching- asynchronous transfer mode.

UNIT II

Antennas and propagation: Antennas- propagation modes- line of sight transmission- fading in the mobile environment- signal encoding techniques- signal encoding criteria- digital data, analog signal, analog data, analog signal- analog data, digital signals- **spread spectrum:** concept of spread spectrum- frequency hopping spread spectrum- direct sequence spread spectrum- code division multiple access- generation of spreading sequences.

UNIT III

Satellite communication: Satellite parameters and configuration- capacity allocation- frequency division- capacity allocation – time division- recommended reading and web sites- key terms, review questions and problems- **Cellular wireless networks:** Principles of cellular network- I generation analog- II generation TDMA- II generation CDMA- III generation system- cordless system- wireless local loop.

UNIT IV

Mobile IP and wireless access protocol: Mobile IP- wireless application protocol – wireless LAN technology – infrared LANs - spread spectrum LANs – narrow band micro wave LANs.

UNIT V

Wi-Fi & IEEE 802.11 wireless LANs standards:- IEEE 802 protocol architecture – IEEE 802.11 architecture & services- IEEE 802.11 medium access control- IEEE 802.11 physical layer- blue tooth and IEEE 802.13 – radio specification- base band specification- link manager protocol- logical link control & adaptation protocol- IEEE 802.13

References:

1. William Stallings, 2008, Wireless communication & networks, prentice hall of India,.
2. William Lee, 2006, Wireless and Cellular telecommunication- McGraw Hill, New Delhi.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	DATA STRUCTURES	5 hrs week
13MCSC13		Credits: 4

OBJECTIVES:

- To know the concepts of Data structures.
- To understand the concepts of trees, graphs.

UNIT I

Introduction: Definition- Concept of Data Structure- Overview Implementation- Arrays- One dimensional Array- Multidimensional Array- Pointer array- Linked List: Single Linked List- Double Linked list.

UNIT II

Stack: Definition- Representation-Creation, Insertion, Deletion– Applications- Queues: Definition- Representation- Various queue structures- Creation, Insertion, Deletion- Applications-Recursion-Towers of Hanoi.

UNIT III

Trees: Definition-Binary Trees-Representation-Binary Tree Traversal-Binary Search Tree- Searching, Inserting, Deleting in Binary Search Tree.
Graphs: Introduction-Definition and terminology-Graph Representation-Traversals, Connected Components & Spanning Trees-Shortest Path.

UNIT IV

Divide and conquer: General Method- Binary search- Finding the maximum and minimum-merge sort- quick sort- selection- strassen's Matrix Multiplication.

UNIT V

Greedy Method: General Method- optimal storage on tapes- Knapsack problem job sequencing with deadlines –optimal merge patterns- minimum spanning trees- single source shortest paths

References:

1. Classic Data Structures, D.Samantha, PHI, 2008
2. Fundamentals of Data structures, Elis Horowitz, sartaj sahni, Galgotia publications.2005.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – I	C++ & DATA STRUCTURES LAB	5 hrs week
13MCSL11		Credits: 4

OBJECTIVES:

- To acquire knowledge on object concepts.
- To develop programming skills in C++ language.
- To know the concepts & implementation of Data structures.

List of Programs:

1. Programs to illustrate in power in using default arguments.
2. Swapping of two values using functions.
3. Maximum of two numbers using function.
4. Program to evaluate Sin Series.
5. Program to illustrate Inline function.
6. Program to illustrate Copy Constructor.
7. Program to illustrate operator overloading.
8. Program to implement Polymorphism and virtual function.
9. Program to implement Type conversion.
10. Program to implement I/O manipulators.
11. Program to manipulate Text files.
13. Program to merge two files.
13. Program to implement Arrays.
13. Program to implement Pointers.
13. Program to implement linear search.
16. Program to implement Binary Search.
17. Program to insert an element into Stack using pointers.
18. Program to delete an element from Stack using pointers.
19. Program to insert an element into Queue using pointers.
20. Program to delete an element from Queue using pointers.
21. Program to insert a node into linked list.
22. Program to delete a node from linked list.
23. Program to search an element in a linked list.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – I 13MCSL13	MULTIMEDIA LAB	5 hrs week Credits: 4

OBJECTIVES:

- To make the students to understand the logic of Multimedia.
- To help them understand the implementation of Multimedia Techniques.
- To enrich their knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II	STRUCTURED SYSTEM ANALYSIS AND DESIGN	5 hrs week
13MCSC21		Credits: 4

OBJECTIVES:

- To know the concepts of structured design.
- To understand the concepts of system analysis and design.

UNIT I

System concepts: Basic concepts - Elements - system models- types of systems - Basic System principles. **SDLC:** System Development Process - CMM - SDLC. **System Development Process Models:** Project & Process Management- Linear sequential model - prototyping model – spiral model. **SAD:** Scope - Responsibilities of a systems analyst.

UNIT II

MIS: Information as on organizational Resource- Information resource Management- Functions- Levels of management – MIS – subsystems. **MIS Planning:** General Business planning:- planning Hierarchy- Information systems planning – content - (BSP) - project management - project management tools.

UNIT III

Project Initiation: Preliminary investigation- project identification and selection- project commencement.**SAD methods:** Business process Reengineering- systems Design methods. **Information Gathering Techniques:** Need - Determination of Requirements – Need for Documenting - Modern methods.

UNIT IV

Logical & physical design concepts: System Design - characteristics- – Application Architecture. **Output Design:** Types of output – formats of outputs – designing printed output- designing visual display output. **Input Design:** Objectives - capturing data - Methods – Input validation.

UNIT V

Quality assurance procedure, testing strategies & validations: Quality assurance- levels - system testing – test plan – types of system tests. **System Implementation:** System conversion - procedures & documents - file/database conversion. **System operation & maintenance:** System operation & support - system maintenance.

References:

1. Structured system Analysis and Design, ISRS group, TATA mc graw hill, 2007.
2. System analysis and design, awad, galgotia publishers, 2006.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II	JAVA PROGRAMMING	5 hrs week
13MCSC22		Credits: 4

OBJECTIVES:

- To help the students to explore the programming knowledge in language used in internet.
- To assist them to understand the concepts like OOP, Multithread, Packages, Exceptions in Java.
- To make them familiar with the features of web designing using Applets.

UNIT I

The Genesis of Java: Java - Lineage - creation - important - Java's magic – Java Buzzwords – The continuing Revolution. An overview of Java: Object oriented programming – simple program – if statement – For loop – Using blocks of code – lexical issues – java class libraries – data types – variables – arrays.

UNIT II

Operators – selection, iteration , jump statements – Class – declaring objects – assigning object reference variables –methods – constructors – this keyword – Garbage collection - overloading methods – Using object as parameters – Argument passing – returning objects – recursion - nested and inner classes – string class – command line arguments.

UNIT III

Inheritance – using super – multilevel hierarchy- when constructors are called – method overriding – dynamic method dispatch – using abstract classes – using final with inheritance – object class – packages – Access protection – importing packages – interfaces.

UNIT IV

Exception handling fundamentals – exception types – uncaught exceptions – using try & catch – multiple try - nested try statements – throw – throws – finally – built in exceptions – creating own subclasses – using exceptions – Multithread programming: thread Model- Main thread – creation– Multiple thread – Alive & join – suspending, resuming, stopping threads.

UNIT V

String handling: constructors –length – special string operations – character extraction – comparison – searching– modifying– string buffer –Input / output: java i/o classes and interfaces – File – stream classes – byte, character streams –Applet Basics – skeleton – display methods – HTML applet tag-passing parameters to applets.

References:

1. Patrick Naughton, (2006), The Complete reference Java 2, Herbert Schmidt, 5th Edition Tata McGraw Hill, and New Delhi.
2. Balagurusamy, (2002), Object Oriented Programming with Java, Tata McGraw-Hill, New Delhi.
3. Jon Byous, (2005), Java Technology: The Early years, Sun Developer Network.

M.Sc (CS&IT)I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II	ADVANCED RELATIONAL DATABASE MANAGEMENT SYSTEM	5 hrs week
13MCSC23		Credits: 4

OBJECTIVES:

1. To expose the students to the concepts of advanced relational database management system.
2. To enrich their knowledge in database, queries, functions, procedures and packages.

UNIT I

Critical Database Concepts: Sharing Knowledge and success –The Dangers in a Relational Databases – The Basic Parts of Speech in SQL – The Basics of Object – Relational Databases – Introduction to Web –Enabled Databases.(1,2,3,4,5)

UNIT II

SQL and SQL*PLUS: Basic Sql*Plus Reports and Commands – Getting Text information and changing it – Playing the numbers – Dates: Then, Now, and the Difference – Conversion and Transformation functions – Grouping Things Together.(6,7,8,9, 10,11)

UNIT III

One Query Depends Upon Another – Some Complex Possibilities – Building a Report in SQL*PLUS- Changing Data: insert, update, merge, and delete – Advanced use of functions and variables – Decode and Case: if, then, and else in SQL.(13,13,13,13,16,17)

UNIT IV

Creating, Dropping, and Altering Tables and Views – By what Authority –Changing the Oracle Surroundings – Accessing Remote Data – Using Oracle Text for Text Searches.(18,19,20,22,24)

UNIT V

PL/SQL: An Introduction to PL/SQL – Triggers- Procedures, Functions, and Packages (27,28,29)

Reference books:

1. Kevin Loney, George Koch, Oracle Press, Oracle 9ⁱ The Complete Reference, Tata McGraw-Hill Edition,2009
2. Alexis Leon, Mathews Leon, Vijay Nicole, (2006), Essentials of Data base Management systems imprints pvt. Ltd.,
3. Abraham Silberschatz, Henry F. Korth, S.Sudarshan, (2006), Database system concepts- Fifth edition- “TMH,

M.Sc (CS&IT) First Year	ELECTIVE	Max Marks 100 Int: 25 Ext:75
Semester – II	CRYPTOGRAPHY	5 hrs week
13MCSE21		Credits: 5

OBJECTIVES:

- To acquire students with the knowledge of Information Security.
- To expose them to the cryptography and security in complex software systems.
- To understand the various issues involved in computer based symmetric key cryptography.

UNIT I

Attacks on Computers and Computer Security: Need for Security – Security Approaches – Principles of Security – Types of Attacks – Cryptography Concepts and Techniques: Plain Text and Cipher Text – Substitution Techniques – Transposition Techniques.

UNIT II

Encryption and Decryption – Symmetric and Asymmetric Key Cryptography – Steganography – Key Range and Key Size – Possible Types of Attacks – Symmetric Key Algorithms and AES: Algorithm Types and Modes – An overview of Symmetric Key Cryptography.

UNIT III

Data Encryption Standards (DES) – International Data Encryption Algorithm (IDEA) – RC4 - RC5 – Blow fish – Advanced Encryption Standard(AES). Asymmetric Key Algorithms, Digital Signatures and RSA : Brief History of Asymmetric Key Cryptography – An overview of Asymmetric Key Cryptography.

UNIT IV

RSA Algorithm – Symmetric and Asymmetric Key Cryptography Together – Digital Signatures – Knapsack Algorithm – Internet Security Protocols: Basic Concepts – Secure Socket Layer(SSL) – Transport Layer Security(TLS)-Secure Hyper Text Transfer Protocol(SHTTP) – Time Stamping Protocol(TSP).

UNIT V

User Authentication and Kerberos: Authentication Basics – Passwords – Authentication Tokens- Certificate based Authentication – Biometric Authentication –Kerberos- Key Distribution Center(KDC).

Reference books:

1. Atul Kahate, 2008, Cryptography and Network Security, Tata McGrawHill .
2. William Stallings, 2013, Cryptography and Network Security Principles and Practice, Pearson Education Limited.
3. Atul Kahate, 2013. Cryptography And Network Security, Tata McGraw Hill Publishing Co,
4. Jaydip Sen, 2013, Applied Cryptography and Network Security, In Tech.
5. Behrouz A. Forouzan, 2008, Cryptography and Network Security, Tata McGrawHill.

M.Sc (CS & IT) I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – II	Computer Graphics	5 hrs week
13MCSE22		Credits: 5

OBJECTIVES:

- To acquire knowledge of computer graphics.
- To understand the concepts of multimedia.

UNIT I

Computer graphic applications - Graphic devices: display systems- hardware components.
GUI: types - Designing a GUI – creating GUI.

UNIT II

Scan conversion: line drawing algorithms- DDA algorithm- Bresenham’s Line drawing, General, circle generation algorithms - polygon filling. Attributes of output primitives: Line Attributes: Line color, Line width, Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

UNIT III

Windows and clipping: windows & viewports- window to viewport mapping- clipping- Sutherland Cohen subdivision line clipping algorithm- midpoint subdivision algorithm.

UNIT IV

2-D Transformations: Representations of Points in matrix form- Representation of 2D points - transformation of points –transformation between coordinate systems- translation and homogenous coordinates- translation- 2D_ Rotation- Reflection- scaling- shearing.

UNIT V

3D Transformations: Representation of points- representation of 3D object in Matrix form-3D translation- 3D rotation- 3D Reflection- 3D scaling- 3D shearing. 3D perspective geometry:
3D viewing: Terms related to projection- Orthographic projection- Axonometric projection- Oblique projection.

References:

1. Computer Graphics, ISRD group, the MC Graw hill, 2006.
2. Computer graphics, multimedia and animation, Malay k.pakhira, PHI, 2008.
3. Computer graphics, Donald Hearn, Pauline baker, PHI, 2007

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – II	CLIENT SERVER LAB	5 hrs week
13MCSL21		Credits: 4

OBJECTIVES:

- To help the students to acquire knowledge on client server concepts.
- To develop their programming skills in PL/SQL.

List of Programs:

PL/SQL

1. Program using conditional control, iterative controls and sequential controls.
2. Programs using exception handling.
3. Programs using explicit cursors and implicit cursors.
4. Programs using PL/SWL tables and record.
5. Programs using database triggers.
6. Programs to design procedures using in, out, in out parameter.
7. Program to design procedures using functions.
8. Program to design procedures using packages.

FORMS & REPORT WRITER:

1. Inventory control.
2. Banking
3. students mark list
4. Library maintenance.
5. Payroll
6. Invoice
7. Railway Reservation
8. College admission.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – II	JAVA PROGRAMMING LAB	5 hrs week
13MCSL22		Credits: 4

OBJECTIVES:

- To enrich the understanding of students about OOPS Concepts.
- To develop their programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading.
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks.
6. Implement multiple inheritance of payroll processing.
7. Package illustration.
8. To illustrate built-in exceptions (any four).
9. To illustrate user defined exceptions (at least four).
10. To create multiple threads
 - a. Using thread class.
 - b. Using Run able interface.
11. String manipulation using string methods.
12. File – byte stream.
13. File – Character stream.
14. Applet – Graphical methods.
15. Applet – Threads.

M.Sc (CS & IT) IIYear	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – III	MOBILE COMPUTING	5 hrs week
13MCSC31		Credits: 5

OBJECTIVES:

- To help the students to acquire knowledge of mobile computing.
- To enable them to understand concepts of GSM & GPRS.
- To make them become familiar with WAP.

UNIT I

Mobility of Bits and Bytes – Wireless – Mobile computing – Dialogue Control – Networks – Middle Ware & Gate ways – Applications & Services - Developing mobile computing applications – security in mobile computing – standards – why it is necessary – Standard bodies – players in the wireless space. **Mobile Computing Architecture:** Three-tier Architecture – Design Consideration – mobile computing through Internet.

UNIT II

Mobile computing through telephony – Evolution – multiple access procedures – mobile computing through telephone – developing an IVR application – Voice XML – Telephony application programming interface. **Emerging technologies:** Bluetooth – radio frequency identification – Wireless broadband – mobile IP – Internet Protocol version 6 – Java Card

UNIT III

Global system for mobile communications – GSM Architecture – GSM Entities – Call routing in GSM – PLMN allocation – authentication and security. SMS , short message service, value added services through sms..**General Packet Radio Service:** GPRS & Packet data Networks – GPRS Network Architecture – Operations – Data Servicing GPRS – Application – Limitation– Billing & Charging in GPRS

UNIT IV

Wireless Application Protocol - WAP-MMS-GPRS applications. **CDMA & 3G:** Spread spectrum technology – Is95- CDMA versus GSM- wireless Data – third generation networks – applications on 3G

UNIT V

Wireless LAN: Advantages- IEEE 802.11 standards – Architecture – mobility in wireless LAN- deploying wireless, LAN- mobile adhoc networks & sensor networks - security – WiFi versus 3G Internet. **Internet:** Fundamentals of call processing, Intelligence in the networks – SS#7 signaling – IN conceptual model- soft switch- programmable networks.

Reference books:

1. Asoke K talukder, Roopa R yavagal, 2005 Mobile computing, Technology applications and service creation, TMH publishing company New Delhi.

M.Sc (CS&IT) Second Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	ADVANCED VISUAL PROGRAMMING	5 hrs week
13MCSC32		Credits: 4

OBJECTIVES:

- To help the students to understand Visual programming.
- To develop their programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

References:

1. Bill Evjen & Jason Beres, 2002 Visual Basic.Net Programming Bible, Wiley Publishing,
2. Daniel cazzulino, 2005 beginning web programming in VB.Net, 1st Edition, Apress.
3. Matthew MacDonald, 2001 The book of VB.Net, 1st Edition, No Starch Press,.
4. Jessie Liberty Dave Grundgeiger, O'Reilly, 2003 Programming Visual Basic.net, 2nd Edition,
5. Vijaya Mukhi, Deepak N.Ram Chand, Sonal Mukhi, 2004 Visual Basic.Net, Good Luck Publishers,

M.Sc (CS & IT) Second Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – III	Software Project Management	5 hrs week
13MCSE31		Credits: 5

OBJECTIVES:

- To help the students to understand the concepts of Software Project management.
- To enable the student to understand the Software quality.
- To enrich their understanding about Software Project Planning and change management.

UNIT I

Project management – Management spectrum – People – Product – Process – Project – W⁵HH principle – Critical practices – Metrics in the process and project domains – Software measurement – Metrics for Software Quality Integrating metrics within the software process metrics for small organization.

UNIT II

Estimation – Observations on estimation – Project planning – Process – Software scope and feasibility – Resources software project estimation – decomposition techniques – Empirical estimation models – Estimation for object oriented projects – Specialized estimation techniques – Make /Buy decision.

UNIT III

Project scheduling –Defining a task set – Defining a task network – Scheduling – Earned value analysis – Risk management – Software risks – Risk identification – Risk protection – Risk refinement – Risk mitigation, monitoring and management – RMMM plan.

UNIT IV

Quality management – Quality control – Quality Assurance – Cost of Quality – SQA – SQA activities – Software reviews – Formal technical reviews – Formal approaches – Statistical SQA – Software reliability – ISO 9000 Quality standards – SQA plan.

UNIT V

Change management-software configuration management elements-scm Repository-Role-Features and content SCM features-SCM Process-Version control-Change control-configuration audit-status reposting- configuration management for web engineering.

Reference books:

1. Rogers. Pressman, 2005 Software Engineering, A Practitioner’s Approach, McGraw Hill International Book Company Edition.
2. Richard Fairly, 1997 Software Engineering Concepts, Tata McGraw Hill Edition.
3. Shoo man, 2001 Software Engineering and its Principles, McGraw Hill International Book Company, 5th Edition.
4. Ghezzi, 2000 Fundamentals of Software Engineering, 2nd Edition, Pearson Education.
5. Waman S.Jawadekar. 2004 Software Engineering: Principles & Practice McGraw Hill.

M.Sc (CS&IT) Second Year	ELECTIVE	Max Marks 100 Int: 25 Ext:75
Semester – III	Data Mining	5 hrs week
13MCSE32		Credits: 5

Objectives:

1. To acquire knowledge about data mining.
2. To understand process and future of data mining.

UNIT I

Introduction: Data mining process - Data mining applications – Data mining techniques – Data mining case studies - future of data mining – Guidelines for successful data mining - data mining software- Case study Data mining techniques for optimizing inventories for electronic commerce.

UNIT II

Association Rules mining: Basics – Task and Naïve Algorithm – Apriori ALgorithm – Improving the Efficiency of the Apriori ALgorithm –Direct Hashing and Pruning(DHP)– Dynamic Itemset Counting(DIC)- Mining Frequent Patterns without candidate generations(FP –growth)-Performance Evaluation of Algorithms-Software for Association Rule Mining- Case Study Mining Customer Value: From Association Rules to Direct Marketing.

UNIT III

Classification: Decision Tree – Building a Decision Tree – The Tree Induction Algorithm – Split Algorithm based on Information Theory - Split Algorithm based on the Gini Index – Overfitting and Pruning- Decision Tree Rules-Decision Tree Summary – Naïve Bayes Method- Estimating predictive Accuracy of Classification methods- Improving Accuracy of Classification of Classification methods – other evaluation criteria for classification methods- Classification Software.

UNIT IV

Cluster Analysis: Desired features of Cluster Analysis – Types of Data – Computing Distance – Types of Cluster Analysis Methods- Partitional methods – Hierarchical methods – Density based methods- dealing with large databases – Quality and validity of cluster analysis methods - cluster Analysis software.

UNIT V

Web Data Mining: Web Terminology and characteristics– Locality and Hierarchy in the Web – Web Content Mining – Web Usage Mining – Web Structure Mining – Web Mining Software – Case study Lessons and Challenges from Mining Retail E- Commerce Data .

Text book:

1. G.K Gupta, Introduction to Data Mining with Case Studies, 2nd Edition ,PHI, 2011.

Reference books:

1. David Hand, Heikki Mannila, Padhraic Smyth, Principles of Data Mining, PHI, 2008.
2. Jiawei Han, Micheline Kamber, Data Mining Concepts and Techniques, Morgan Kaufmann Publishers, 2006.
3. Gordon S.Linoff, Michael J.A. Berry, Data Mining Techniques, 3rd Edition. Wesley, 2009.

M.Sc (CS&IT) Second Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – III	INTRODUCTION TO INFORMATION TECHNOLOGY	5 hrs week
13MCSN31		Credits: 4

OBJECTIVES:

- To assist the students to understand the usage of computer.
- To enable them to understand the System Architecture.

UNIT I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

UNIT II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

UNIT III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

UNIT IV

Input Devices: Keyboard – Mouse – Trackball – Joystick – Scanners –MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Printer – Plotter.

UNIT V

Software: Application Programs – Operating System: Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages– Compilers & Interpreters.

Reference books:

1. Alexis Leon, Mathews Leon, 2003, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd.
2. Vikas Gupta, 2003 IT Tools and Applications, 1st Edition, DreamTech Press Publication, New Delhi.
3. Pradeep K.Sinha, Pritisinha, 2005 Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, New Delhi.
4. Dennis P.Curtin, Kim Foley, Kunal Sen &Catherine Morin, 1999 Information Technology, The Breaking Wave, 2nd Edn, Tata McGraw-Hill Publishing, New Delhi.

M.Sc (CS&IT) Second Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – III	ADVANCED VISUAL PROGRAMMING LAB	5 hrs week
13MCSL31		Credits: 5

OBJECTIVES:

- To help the students to understand the concepts of Dot Net technologies.
- To develop their programming skills in VB.net

List of Programs:

1. Program using structure and enum
2. Program using classes, methods, properties and read only property
3. Program using constructors, overload constructors and class events
4. Program using exception handling
5. Functions to perform various string operations
6. Program using .net built-in collection classes namely array list, bit array, hash table, queue, sorted list, stack, collection, dictionary base.
7. Program using inheritance, constructors in inheritance.
8. Program using overriding, constructors in inheritance.
9. Program using win Form controls
10. Program using streams and serialization
11. Program using database.

M.Sc (CS&IT) Second Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – III	Web Designing Lab	5 hrs week
13MCSL32		Credits: 4

OBJECTIVES:

- To enable the students to create their own website in Internet.
- To help them understand the JavaScript programming.
- To enable them to understand the concept of Graphics.

List of Program:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for creates a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.

7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continues Statement.
11. Write a program for java script using Function
13. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
13. Write a Program for String Function.
13. Write a Program for Math Function.

c (CS&IT) Second Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV 13MCSP41	Project & Viva	9 hrs week Credits: 13

OBJECTIVES:

- To enable the students to understand the importance of developing Software.
- To enable them to understand the industry standards and procedures.
- To enable the students to learn the latest skills in software development

BSW-SOCIAL WORK-Academic Year 2013-2014

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- 1) FUtpg; ghl;L -ghujpahh;
 - 2) epyh -ghujpjhrd;
 - 3) Mrpa N[hjp -ftpkip Njrpa tpehafk; gps;is
 - 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
 - 5) ntw;wpf;F top -Rujh
 - 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfh!;il fypahzRe;juk;
 - 7) xU fe;jy; Jzypad; fij -fz;zjhrd;

- \$W (myF)–2 GJf;ftpijSk; i` \$f; ftpijSk;**
- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
 - 2) fh!;lhW -eh. fhkuhrd;
 - 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
 - 4) fhy;fshy; ele;j fij -K. Nkj;jh

5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
 7) ntapy; -,d;Fyhg;
 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
 9) le;J nghpJ MW rpwpJ -ituKj;J
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 12) Kuz; -tre;jFkhud;
 13) tpgj;J -K. KUNf\;
 13) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G
\$W (myF)–3,yf;fzk;
 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5)
 GjF;ftpijapy; gbkk; FwpaPL
\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;
 m) ,yf;fpa tuyhW:-
 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij
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 1)kuGg; gpio ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpioaw;w njhliuj;
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\$W (myF)–5 ehlfk;
 FWehlfq;fs;- NrJgjp
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 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;
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BSW I Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –I	Prose, Poetry, Short Stories, Grammar and Composition-I	6 hrs week
Code:13BSWL13		Credit: 3

- Objectives:**
- 1) To expose students to functional aspects of English language.
 - 2) To give them proper perspectives of life, by introducing them to the works of eminent men.
 - 3) To develop their reading skills through reading short stories.

UNIT: I PROSE
 1) I have a dream-Martin luther king

UNIT: II POETRY
 1.Daffodils -William words worth
 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY
 1. Astrologers Day
 2. The Necklace - Maupassant

UNIT: IV GRAMMAR
 1. Speaking Skills

2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing ,Letter writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications,

BSW I Year	Core	Max Marks 100
		Int: 25Ext:75
Semester – I	Introduction to Professional Social Work	5 hrs week
Code:13BSWC11		Credit:4

OBJECTIVES

- To help the students understand the concept and the historical evolution of social work.
- To develop their understanding about professional social work.
- To enable them to understand the status of social work education in India.

Unit-I

Social Work- Meaning, Definition, Objectives, Functions, Principles, Values and Professional Ethics. Voluntary Social work, Radical Social Work and Constructive Social Work.

Unit-II

Historical Development of Social work - UK, USA and in India. Social Work Approaches – Charity approach, Welfare approach, Right based approach.

Unit-III

Introduction to Methods of Social work -Social Case Work, Social Group Work, Community Organization, Social Welfare Administration, Social Work Research, Social Action.

Unit-IV

Introduction to Fields of social work- meaning and concept. Scope of Social Work in different fields- family, community, medical, educational, Correctional and industry.

Unit-V

Social work education in India-Nature and Status of Social Work training institutions in India. Structure and functions of IASW, NASW, ASSWI.

REFERENCES

1. Gautam.PR, 2011, Centurmpress Social Work and Social Development ,

2. P.D.Misra, Beena Misra, (2010), Social Work Profesion in India, New Royal Books & Co.
3. Krishnakanth Sing (2011) An Introduction to Social Work, ABD Publishers
5. Dr. Sanjay Bhattacharaya (2009), Social Work an Integerasted approach, Deep & Deep Publication.
6. Kumar Jha (2011) An Introduction to Social Work, Anmol ,NewDelhi

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –I	Introduction to Social Problems	5 hrs week
Code:13BSWC13		Credit: 4

OBJECTIVES

- To expose students to the concept of social problems.
- To help them understand the various social problems.
- To enable them understand the social work interventions in combating the social problems.

UNIT 1

Social Problem: Definition, types, characteristics, causes.

Approaches to Social Problems: Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- II

Poverty: Definition, causes, consequences and Programmes to eradicate poverty.

Unemployment: Definition, causes, Consequences, programmes to eradicate unemployment

Beggary: Definition, types, causes and rehabilitation.

UNIT III

Dowry: Definition, Causes, Consequences and Lorry

Domestic Violence – Definition, Causes, Consequence

Prostitution: Definition and meaning, types, effects.

UNIT IV

Child Abuse: Definition, Concept, types, causes, consequences.

Child marriage, Child Labour: Definition Causes , consequences.

Juvenile Delinquency: Meaning, definition, causes, effect.

UNIT V

Corruption: Definition, cause, Consequence.

Human Trafficking: Definition, cause, Consequence.

Alcohol & Substance Abuse: Definition, causes, types

REFERENCES

1. Madan G.R(1995), Indian Social Problems, Calcutta, Athmaran & Sons.
2. Dr. Sanjay Bhattacharya(2008), Social Work –Psycho-Social and Health Aspects.
3. Ahuja, Ram(1992), Social Problems in India, Jaipur, Rawat publication.
4. Krug G. Etienne et al (2002) ,World report on violence & health, Geneva, WHO.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –I	Sociology For Social Workers	5 hrs week
Code:13BSWA11		Credit: 4

OBJECTIVES

- To help the students understand the concepts of society.
- To facilitate their understanding about the components of society.
- To help them understand the relevance of the knowledge of society for social work practice.

UNIT I

Sociology: Definition, Meaning, Characteristics and Concept ,Definition, Meaning, Characteristics, Types,Society, Community, Social group, Associations, and Institution :

UNIT-II

Social Processes - Meaning, Types -Co-operation, Competition, Conflict, Accommodation, and Assimilation. Concept and meaning of culture, civilization, customs, folkways and mores.

UNIT-III

Social Institutions – Meaning, Primary & Secondary Institution, and Functions.
Socialization – Definition and functions. Agencies of Socialization.

UNIT-IV

Social stratification - concept, and forms. Concept of Caste, Class, and Race. Caste System in India.

UNIT-V

Social Control-, Definition, Concept, agents of Social Control.
Social Change – Definition, concept, process, factors for Social Change.

REFERENCES

1. Shankar Rao (2011) Principles of sociology,
2. Mandal(PD), 2011 Sociology of Social Stratification, Centurmpress,new delhi
3. Ashok Walekar, 2013, Encyclopaedia of Sociology and Social Work –I, ABD Publishers
4. Ashok Walekar, 2013, Encyclopaedia of Sociology and Social Work –II, ABD Publishers

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –I	Self Development	2 hrs week
Code:13BSWN11		Credit: 2

OBJECTIVES

- To help students understand the concept of self and the importance of being aware of it.
- To enable them understand the ways of knowing oneself.
- To develop their skills that would help them to achieve their goals.

UNIT I

Concept of Self, Ideal self, Real Self, Self image, Self esteem.

UNIT II

Self awareness: JOHARI WINDOW, Importance of feedback - constructive and destructive. Disclosure- factors influencing disclosure, Self assessment.

UNIT III

Personality: Concept, types, factors influencing personality, personality change, measurement-
Application of Rajan 13 PTI

UNIT IV

Self development: Skills development- Empathy, Communication, Coping with stress and emotion, Problem solving.

UNIT V

Goal setting: concept of goal, importance, types: short term and long term, goal setting process (SMART)

REFERENCES

1. Allan, G. (1996) Kinship and Friendship in Modern Britain, Oxford, Oxford University
2. Betty Farber, (2000) , My Self, My Family, My Friends: 26 Experts Explore Young Children's Self Esteem, Preschool Publication.
3. Graham Allan's (1989) Friendship: Developing a Sociological Perspective, Hemel Hempstead.
4. John G Geier, (2001), Personal Profile System: A Plan to understand Self and Others, Performax Systems International, Carlson Learning Company

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13BSWL21	fij ,yf;fpaKk; ciueilAk	Neuk; 6 k/th. fpnubl; 3

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- 2) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 3) fbjKk; fz;zPUk - fy;fp
- 4) ehw;fhyp - fp. ,uh[ehuhazd;
- 5) gspr;rp - nfh.kh. Nfhjz;lk;
- 6) k[;Dhd; - kPuhd; ikjPd;
- 7) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 8) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 9) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 10) Kfk; - khj;jis NrhK

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- 1) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 2) Foe;ij uhK - t.uh.
- 3) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 4) ,e;jpa nkhofspys; jkpo; kzk; - nj. ngh. kPdh;rp Re;juk;
- 5) tho;thq;F - t.Rg. khzpf;fk;
- 6) ftpijf;fiy - m.r. Qhdrk;ge;jd;
- 7) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
- 8) Gbg;gJ vg;gb? - k. jpUkiy

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njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

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njlUk; njlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr;
nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fistr; rPh; nra;jy; -
Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F
gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)-5 ,yf;fpa tuyhW

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M. ciueil ,yf;fpa tuyhW

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- 1) rpWfij kw;Wk; fl;Liu; njhFg;g> gy;fiyf; fof ntspaPL>
kJiu fhkuhrh; gy;fiyf;fofk;> kJiu - 625 021.
- 2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G
epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;l;];hpay; v];Nll;>
mk;gj;J}h;> nrd;id - 600 098.

BSW I Year	Part –II English	Max Marks 100 Int: 25 Ext: 75
Semester –II	Prose, Poetry, Short Stories, Grammar and Composition-II	6 hrs week
Code:13BSWL22		Credit: 3

OBJECTIVES:

- 1) To introduce them to a few classics in English poetry
- 2) To develop their writing skills.
- 3) To give ample practice in grammar.

UNIT: I PROSE

- 1) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

1. Refund-F fitz karinthy
2. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns
,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Case Work & Group Work	5 hrs week
Code:13BSWC21		Credit: 4

OBJECTIVES

- To help the students understand the components of Social Case Work and Group Work.
- To foster their understanding about the process of Social Case Work and Group Work.
- To help them understand the applications of Social Case Work and Group Work in different settings.

Unit I

Social Case Work: Definition, Meaning, Concept, Objectives and History of Social Case work in India and Abroad. Basic components of Social Case Work - Problem, Person, Place, Process and Principles.

Unit II

Case Work Process – Treatment (methods and techniques) Study (Case recording, Interview, Collateral contacts etc) Diagnosis. Follow – up and termination.

Relationship - nature, establishment, maintenance, termination. Transference and counter transference.

Recording in Case Work: Importance and methods.

Unit III

Social Group Work - Definition, Meaning, Concept, Scope, Objectives and history. Principles of Group Work. Dynamics of group: Group formation, Structure and Functions of group.

Unit IV

Group work Processes: Planning phase, Beginning phase, Middle phase, Ending phase. Recording in Group work: Importance and methods. Program planning in Social Group work - Meaning, principles, planning stages. Roles of group worker, Skills of Social group worker.

Unit V

Application of Social Case Work in family & group work, educational institutions, community, industries hospitals and Correctional setting.

Application of Social Group Work & Social Case Work among children, youth, aged and women.

REFERENCES

1. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
2. Upadhyay,P.K. (2003), Social Case Work, New Delhi.
3. Ratna Guha, (2013) Social Work with Individual and Groups, , Centurypress,
4. Gisela, Konopka. (1970), Group Work in the Institution, New York, Associated Press.
5. Trecker, HB, (1972), Social Group Work; Principles and Practices, Chicago, Association Press.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Field Work	5 hrs week
Code:13 BSWC22		Credit: 4

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –II	Psychology for Social Workers	6 hrs week
Code:13BSWA21		Credit: 5

OBJECTIVES

- To help students understand the concept of behavior.
- To enable them understand the factors influencing human behavior.
- To help them understand the importance of studying human behavior.

UNIT –I

Psychology - Meaning, Definition, Scope. Branches of Psychology. Importance of Psychology in Social Work practice.

UNIT -II

Developmental Psychology: Conception, Pregnancy – Child growth & development in each trimester. Delivery -types, Importance of prenatal development. Developmental tasks in each stage: Infancy to old age. .

UNIT -III

Personality: Meaning of Personality - Types of personality.

Learning, Meaning of learning - Types of learning, Learning Theories: Conditioning theory, operant conditioning theory.

UNIT –IV

Memory –Meaning, Types, Factors influencing of memory.

Behavior: Meaning, Types of behavior, factors influencing behavior.

Behavior modification: Definition and techniques.

UNIT –V

Intelligence: Meaning and definition of intelligence. Motivation - Meaning - Social and Psychological motives. Frustration - sources of frustration, Defense mechanisms – Meaning and types.

REFERENCES

1. Morgan, Clifford (1986), Introduction of Psychology, New Delhi, Tata Mc GrawHill
2. S..K .Mangal (2009) ,General psychology,

- Hurlock, Elizabeth, (2002), Development Psychology, New York, McGraw Hill.
- Hilgard & Atkinson, (1998), Introduction to Psychology, New York, HCB & Word.

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –II Code:13BSWN21	Understanding Family	2 hrs week Credit: 2

OBJECTIVES

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT - I

Family-definition, origin, functions and its importance. Role of family in the development of its members.

UNIT-II

Urban, Rural, Tribal families: characters, strengths and weaknesses. Joint and Nuclear family: characters, strengths and weaknesses,

UNIT –III

Marriage and its role in the family process. Marital problems and ways to manage it.

UNIT – IV

Family Conflicts: parental conflicts-couple conflicts- relationship conflicts-: causes, impact and remedies. Changes in the Indian family system.

UNIT – V

Family Life Education - meaning, Stages: Stage 1: Family of origin experiences, Stage 2: Leaving home, Stage 3: Premarriage stage, Stage 4: Childless couple stage, Stage 5: Family with young children ,Stage 6. Family with adolescents, Stage 7: Launching children, Stage 8: Later family life,

REFERENCES

- CarterBetly & Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
- Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
- Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
- Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.

BSW II Year	jkpo; jhs;	Max Marks 100
Semester –III		Int: 25 Ext: 75

UNIT: I PROSE

- 1) University days – James Thurber
- 2) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 1) Night of the scorpion-Nissim Ezekiel
- 2) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 1) Karma-Kushwant Singh
- 2) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Notemaking, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 1) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai. Rs.40/.
- 2) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 3) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 4) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Legislation	5 hrs week
Code:13BSWC31		Credit: 4

Publications (India) Pvt. Ltd., Chennai. Rs.40/.

OBJECTIVES

- To expose students to the drivers of social legislation.
- To introduce students with the laws related to social problems
- To enable them understand the importance of social legislations.

UNIT I

Legislation – Meaning and Definition. Types of Legislation, Social Legislation - Meaning and Definition. History of Indian Constitution. Fundamental rights, Directive Principles of State Policy

UNIT II

Legislation related to Marriage - Hindu Marriage Act, Muslim marriage Act, Christian Marriage Act and Special marriage Act. Family Court.

UNIT III

Legislation related to Children - J J Act 2000, Child Labour Prohibition and Regulation Act, Protection of Children from Sexual Offences **Act, 2013**(POSCO Act),

Child Marriage Restraint Act.

Legislation related to Women- Dowry Prohibition Act, The Domestic Violence Act, MTP Act.

UNIT IV

Legislation related to amelioration of social problems- The Prevention of Atrocities against SC's and ST's Act, The Protection of Civil Rights Act, The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995

UNIT V

Right to Information Act. Right to Education Act, Consumer Protection Act. PIL, Legal Aid Clinic- Meaning, Concept, Para legal aid, Need for legal aid clinic.

REFERENCES

1. Awasthi, SK. (1994), Manual of Marriage and Divorce Laws, Jodhpur, Rajasthan Law House.
2. Biswas. B. et al, (1971), Impact of Social Legislation and Social Change, Calcutta,
3. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.
4. Diwan, P & Diwan P. (1994), Children and Legal Protection, New Delhi, Deep & Deep Publication.

BSW Second Year	Core	Max Marks 100
Semester –III	Social Welfare Administration	Int: 25 Ext: 75
Code:13BSWC32		5 hrs week
		Credit: 4

OBJECTIVES

- To introduce students to the concepts of administration.
- To familiarize students with administrative process.
- To enable students functions of Ministries in Social Welfare departments.

UNIT -I

Social Policy, Social welfare, Social Defence, Social inclusion and Social exclusion – Concept & Meaning.

Administration - Meaning, Definition and characteristics.

Social Welfare Administration – Definition, Nature and scope.

UNIT -II

Ministry of Social Justice and Empowerment: History, structure and Functions. **Functions of Department of Social Justice and Empowerment , Department of Disability Affairs.**

Ministry of Women & Child Development : History, Function

Structure and functions of Department of Social Welfare: Central Social Welfare Board, State Social Welfare Board and District Social Welfare Board.

UNIT-III

Basic Administrative Processes - Planning, Organizing, Staffing, Decision making, Co-ordination, Recording and Budgeting,

UNIT-IV

Personnel Administration - Staff selection, Induction, Training, Orientation, Placement, Service conditions, Discipline, Staff morale, Supervision and Evaluation.

UNIT-V

Public Relations – Meaning, need, Principles, use of different media. Fund raising. Communication system in the office. Application of computers and Records management in office.

REFERENCES

- Chowdhry, P. (1996), Social Welfare Administration, New Delhi, Athmaram & Sons.
- Sachdev D.R. (1998), Social Welfare Administration in India, New Delhi, Kitab Mahal.
- Shankar Pathak (2013) Social Work and Social Welfare, Nirmal Pub
- Kumar Jha(2002) Encyclopaedia of Social Work:Social Welfare and Social Work, Anmol, NewDelhi

BSW II Year	Skill based	Max Marks 100 Int: 25Ext:75
Semester – III	Communication Skills for Social Work Practice	2 hrs week
Code:13BSWS31		Credit:2

OBJECTIVES

- To expose students to the importance of communication.
- To help them understand building effective communication.
- To strengthen their skills in communication to person and group.

UNIT I

Communication- Definition, Need and importance. Interpersonal and Intra personal communication. Communication in problem solving situation.

UNIT II

Building effective communication- Johari Window, Transactional Analysis. Skills for effective communication - Listening, Observing, Language, Writing.

UNIT III

Communication to a Person: Conversation –objectives and strategies , Interviewing skills-interviewing Tips, Technique, Questionnaire,types, Body Language-meaning, Types.

UNIT IV

Communication to a Group and masses: Public speaking, Poster making, Scripts for Street theatre, Documentation, Awareness songs – Steps, Principles and importance.

UNIT V

Scripts for a drama. Enacting a Drama on social themes. Script for Public Speaking. Role of mass media in social Change and National Integration

REFERENCES

- Vilanilam J.V., (1985), Education and Communication, Trivandrum, Kairali Books International.
- Dahama, O.P (1997), Education and Communication for Development, New Delhi, Oxford and IBH Publishing Company.

- Agarwal Hema (1995), Culture and Mass Communication, New Delhi, Rawat Publications.
- Neetamehta, 2011, The Media of Mass Communication, Axis Books,

BSW III	Skill Based	Max Marks 100
Semester –III	IT Skills For Social Workers	Int: 25 Ext: 75
Code:13BSWS32		2 hrs week
		Credit: 2

OBJECTIVES

- To understand the basics of computer.
- To acquire knowledge of MS word, Excel, Power Point and SPSS
- To learn the usages of computer in social work profession

UNIT I

Introduction to computers – Generations of computers – Classification of computers – application of computers. Computer Architecture – personal computer – Hardware / Software – operating systems – computer languages. Starting Windows – desktop – mouse – window maximizing, minimizing, restoring & closing a window. Using the start menu – control panel – windows explorer – copying, moving files – finding files or folders.

UNIT II

Starting word – creating a document – saving, printing, resaving and closing a document. Editing a document – move and copy text – Formatting Text and paragraph – finding and replacing text and checking spelling – mail merge.

UNIT III

Worksheet - Excel – getting started with Excel. Entering numbers – entering formula – editing cells and using commands and functions – moving and copying. Inserting and deleting rows and columns – creating charts – Data base in a Worksheet.

UNIT IV

Power point – slides – inserting new slides – clip arts – power point views – running a slide show – printing a presentations – format options – editing features. Internet – web browsers – email – search engines – chatting.

UNIT V

Introduction to data analysis – analysis of data through computer software – introduction to SPSS – variable list – variable code - value code – cross tabulation – simple statistical analysis.

REFERENCES

1. Taxali R.K (2005) PC Software for Windows, New Delhi, McGraw Company.
2. Jeff Walden ,More File Formats for Popular PC Software, New Delhi,Wiley
3. Stanley R. Trost , The best of IBM PC Software, New Delhi, SYBEX,

BSW II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –III	Life Skills Education	2 hrs week
Code:13BSWS33		Credit: 2

OBJECTIVES:

- To help the students understand self.
- To help them equip thinking skill, problem solving skill, coping skill
- To strengthen their Life skills.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex.

UNIT II

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication. Empathy: concept of empathy, importance, development of empathy.

UNIT III:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT IV:

Problem solving: concept of problem, problem analysis, problem solving techniques.

UNIT V

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

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- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 132> 137> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOtJk;

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- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy;
(mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
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BSW II Year	Part – II English	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Novel and English for Competitive Examination	6 hrs week
Code:13BSWL42		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

BSW II Year	Core	Max Marks 100 Int: 25Ext:75
Semester – IV	Introduction to Community Organisation	5 hrs week
Code:13BSWC41		Credit:4

OBJECTIVES

- To expose students to the concept of community and community organization.
- To help them understanding the community dynamics.
- To strengthen their understanding about role of community organizer.

UNIT - I

Definition of community. Characteristics of community, Types of community, Difference between Urban, Rural, and Tribal community.

UNIT - II

Community Organization -Definition, objectives, assumption and Principles(13 Principles of M.G.Ross).
Community organisation as a method of social work.

UNIT III

Methods in community organization: Social action and social analysis.
Phases in community organization: Study, Analysis, Assessment, Decision Making, Organization.

UNIT - IV

Community Leadership-Meaning , Barriers and Challenges to Community Leadership.
Power structure in the community, Conflict resolution

UNIT -V

Role of community organizer. Application of community organization methods in Rural and Urban areas, during disasters and civil conflicts.

REFERENCES

1. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper & Row.
2. Gangrade. K.D, (1971) Community Organization in India, Bombay, Popular Prakasan.
3. A.J.Christopher, A.Thomas William, (2013), Community Organisation And Social Action, Himalaya Publishing House.

BSW III Year	Core	Max Marks 100
Semester –IV	Social Work Research And Statistics	Int: 25 Ext: 75
Code:13BSWC42		5 hrs week
		Credit: 5

OBJECTIVES

- To help students understand concept of social work research
- To familiarize them with the methodology of conducting research.
- To orient them about the application of statistics in social work research.

Unit – I

Scientific Method- Meaning and Concept. Social Science research: Meaning, definition
Social work Research –Definition, Meaning and Objectives. History of Social Work Research in India.

Unit – II

Identification and Formulation of a research problem. Hypotheses –Meaning and definition. Importance of Review of Literature.

Unit – III

Research Design – Meaning, definition. Types of Research Design –Exploratory, Descriptive, Survey design

Sampling – Meaning, definition. Types of Sampling – Probability: Simple random and stratified random and Non-probability: Purposive, Snowballing

Unit – IV

Data Collection – Methods and Tools – Observation, Interview, Interview Guide, Interview Schedule, Questionnaire. Pilot Study and Pre-test.

Unit – V

Statistics – Meaning and Importance. Central Tendency – Mean, Median and Mode. Measure of Dispersion-quartile deviation, standard deviation. Diagrammatic and graphic representation of data – Histogram, Bar diagram, Pie diagram. Research Report Writing – Chapterization and bibliography .Uses of Computer in Social Science Research

REFERENCES

1. Goode, Wand Hutt, P.K (1981), Methods of Social Research, New Delhi, McGraw Hill..
2. Gupta. S.P (2005)), Fundamental of Statistics, New Delhi, Sulthan Chand.
3. Kothari.C.R (2011) Research Methodology, New Age International Publishers
4. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
5. P.N.Narayana Raja(2009), Knowing and Doing Research, By the Authur

BSW II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Field Work	6 hrs week
Code:13 BSWA41		Credit: 5

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	0 hrs week
Code:13BSWS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura's year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs Editor – Balvinder Singh, Chandigarh – 160 019

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work in Community	5 hrs week
Code:13BSWC51		Credit: 5

OBJECTIVES

- To expose students to the concept of community and community development.
- To help them understand the problems relating to rural and urban life.
- To develop insight into the structure and functions of rural and urban bodies.

UNIT – I

Community: Meaning Definition, Types-Rural , Urban and Tribal.

Development – Meaning, development indicators, Sustainable development

Community Development - Concept, Definition, Meaning, History, Need, Objectives

UNIT - II

Rural Community Development: Meaning, definition. Rural Development in India - Origin and background - Srinekethan, Marthandam, Firka Development, and Etowah Pilot Project. structure and functions of rural local bodies (73rd Amendment). Problems of Rural people in relation to Agriculture, Employment, Education, Water and Health.

UNIT - III

Urban Area: Town, City, Metropolis, Suburbs, Satellite towns -Meaning and characteristics.

Urban Community Development - Meaning, Scope, structure and functions of local bodies (74th Amendment). Problems of Urban life with reference to pollution and waste management.

UNIT – IV

Tribal community development – meaning, definition, structure and functions of Governing bodies. Problems of tribal in relation to Basic amenities, education and culture.

Slum - Meaning, definition, History and problems. Role of slum clearance board.

UNIT – V

Rural Community Development Programmes – Role of Government & Voluntary agencies. Institutions concerned with Rural Development - National Bank for Agriculture and Rural Development(NABARD) , Council for Advancement of People’s Action & Rural Technology (CAPART) and **District Rural Development Agencies**(DRDA).

Urban development programmes- **Jawaharlal Nehru National Urban Renewal Mission**

(JNNURM), Urban basic services, Prime Minister's Integrated Urban Poverty Eradication Programme.

Tribal welfare programmes - Integrated Tribal Development Project (ITDP).

REFERENCES

1. Debendra, K.Das (1994), Dynamics of Rural Development, Perspectives and Challenges, New Delhi, Deep and Deep Publications.
2. Mukherii, B (1996), Community Development in India, New Delhi, Orient Longman.
3. Kumar Jha(2002), Social Work and Community Development, Anmol ,NewDelhi
4. Margaret Ledwith(2005), Community Developments A critical Approach, Rawat Publication.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work In Health Setting	Int: 25 Ext: 75
Code:13BSWC52		5 hrs week
		Credit: 5

OBJECTIVES

- To familiarize them with the concept of Public Health.
- To help students understand the concept of Mental health and Community health .
- To expose students in the field of Medical social work.

UNIT - I

Health - Meaning and definition. Public Health -Meaning, Definition, Objectives and functions. Health care delivery system in India. National Health Policy, Health Programs in India: National Rural Health Mission (NRHM): incorporating Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH), Indian Public Health Standards(IPHS) and PRI Panjayat Raj Institutions

National Urban Health Mission (NUHM), Reproductive and Child Health Programme (RCH), National AIDS Control Programme (NACP), World Health Organization(WHO)

UNIT - II

Medical Social Work - Definition and meaning, Symptoms of diseases - Leprosy, Cancer, Diabetes, STD, AIDS, Tuberculosis. Role of Medical Social Worker

UNIT - III

Mental Health - Meaning and Definition. Mental illness – Types, characteristics of Neurosis and Psychosis. Mental retardation- Types, characteristics.

UNIT – IV

Psychiatric Social Work - Meaning and Definition. Role of Psychiatric social worker in general.

Community Health- meaning and concept. Health education – Meaning, Definition and importance health education

UNIT - V

Hospital Administration - Definition, Meaning, Types, General principles, Functions and its importance. Social worker as a member in Multi- disciplinary team.

REFERENCES

1. Kabil, Krishnan (1971), Social Services Opportunities in Hospitals, Bombay, TISS.
2. Kapur, Malavika (1995), Mental Health of Indian Children, New delhi, Sage Publications.
3. Pathak, S.H (1961), Medical Social Work in India, Delhi, Delhi School of Social Work.
4. Shorter, Edward. (1997), A History of Psychiatry, New York, John Wiley and Sons.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work with Family	Int: 25 Ext: 75
Code:13BSWC53		5 hrs week
		Credit: 5

Objectives:

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT – I

Marriage: Meaning and Definition. Types of Marriage, Role of Marriage in Family Process. Family – Meaning and Definition., Origin, structure, values, functions and its importance

UNIT – II

Types of Family: Joint Family, Nuclear Family, Extended family and its characters, strengths

Family Tree (Pedigree): Need for family Tree,

Role of family in the development of its members. Changing pattern of family. Single parent family and its problems.

UNIT – III

Family Disorganisation – Causes, Impact and remedial measures,

Marital problems and ways to manage it. Communication in families. Families with problems and ways to manage them.

UNIT – IV

Importance of Family in Individual's Development, Parenting Styles in developing children.

Family Welfare – Planning, Programming and Methods of Family Planning – Temporary and Permanent.

UNIT – V

Social Work Interventions: Family Life Education - meaning, objectives . Counselling: Premarital counselling, Family Counselling, Family counselling centre in Tamil Nadu. National and international Organisations working for family welfare.

References:

1. Bee Dell, C and residential life with Children, London: Routledge and Kegan paul.
2. Daridson.F. and Gorneiki B 1964, Care of children in day centers, Genera W.H.O., Publications.
3. Young Husband, 1967, Social work with families, Recorage allen & Unw.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Field Work	5 hrs week
Code:13BSWC54		Credit: 5

OBJECTIVES

- To expose students in field realities through issue based for the students
- To help students understand the scopes for the social work practice in different Issue based
- To strengthen students professional competence of the students.

SW III Year	Allied	Max Marks 100 Int: 25 Ext:75
Semester – V	Basics Of Counselling	6 hrs week
Code:13BSWA51		Credit:5

OBJECTIVES

- To expose students to the concept of counselling and its needs
- To familiarize them with process of counselling.
- To orient them about the application of counselling in social work practice.

UNIT-I

Counselling- Definition, Meaning & Need for counselling. Difference between counselling, advice, guidance and psycho therapy –relaxation therapy.

UNIT-II

Principles of counselling: Authenticity and congruence, Participation, Individualization, Confidentiality, Communication, Acceptance, Self Confidence, Self awareness and Non judgmental attitude –

UNIT-III

Skills of a counselor-stage I - Pre-helping phase-Primary level accurate empathy, Genuineness, Respect and concreteness- Stage II Skills: advance accurate empathy, self disclosure , confrontation, Immediacy, Stage III skills- Identification of Problem, Goal setting, means, feed back and follow up.

UNIT-IV

Counselling responses: Interpretation, Probing, Supportive, Evaluative and Understanding. Counselling process- I- Clarifying the problem and goals for counselling, 2- Structuring the counselling relationship and procedures, 3-Building a deeper relationship, 4-Exploring feelings, behavior or thoughts, 5- Deciding on some plans of action, trying these out and evaluating them, 6-Terminating the relationship.

UNIT-V

Scope of counselling in different fields: Marital and family, School counselling, crisis counselling- AIDS counselling. Counselling with aged and employees.

REFERENCES

1. Barki B.C. & Mukhopadhyay. (1998), Guidance and Counselling- A Manual, New Sterling Publisers Pvt.Ltd.
2. Ackerman.W Nathan, Psychodynamics of Family Life, New York, Basic Books Inc.
3. Antony John (2003), Skills of Counselling, Dindigul, Anugraha Publications.

BSW III Year	Skill Based	Max Marks 100
Semester –V	Development Policies and Programmes	Int: 25 Ext: 75
Code:13BSWS52		2 hrs week
		Credit: 2

OBJECTIVES

- To help students understand development Policies.
- To foster their understanding about the development programmes.

UNIT I – Development – meaning and concept , development policies in India .Introduction to various ministries working for women,children, rural,urban,sc/st, backward classess

UNIT II

Rural development Programmes -,Pradhan Mantri Gram Sadak Yojana,Swarnjayanti Gram Swarozgar YojanaIndira Aawas Yojna, Mahatma Gandhi National Rural Employment Guarantee Act-2005,pura

UNIT III- Urban developent Programmes –JNNURM- Jawarharlal Nehru national urban renewal mission ,UIDSSMT- urban infrastructure development scheme for small and medium towns,NUIS- National urban information system

UNIT IV

Women development programmes - Support to Training and Employment Programme for Women (STEP),National Mission for Empowerment of Women (NMEW),Rashtriya Mahila Kosh (RMK) , National Maternity Benefits Scheme (NMBS)

Child development programmes- Integrated Child Development Services (ICDS) Scheme, Integrated Child Protection Scheme,Reproductive and Child Health Programme

UNIT V

Labour and employment progrmmes –Employment assurance scheme,Jawahar Rojgar Yojana JRY,Food for work, Prime Minister's Rozgar Yojana (PMRY)

REFERENCES

1. Gautam P.R., Singh R.S, Social Work and Social Policy (Concepts and Methods), Centrum Press, New Delhi, 2011. 1st Edition
2. Bhartiya.K.Anoop. Kumar Singh Dinesh, Social Policy in India, New Royal Book Company, Lucknow, 2003.

3. <http://india.gov.in/my-government/schemes>

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Social Work in Industries	5 hrs week
Code:13BSWC61		Credit: 4

OBJECTIVES

- To understand the growth and importance of Industries in India.
- To understand the existing welfare measures in Industries.
- To familiarize to the application of social case work as method to deal with laborer problems in industries.

UNIT –I

Industry - Meaning and Definition, Growth and Importance of Industries in India. Concept of Employee. Importance of Employee and employer relationship.

UNIT -II

Labour Problems in India with specific reference to absenteeism, Indiscipline, Alcoholism and Drug addiction. Other problems related to industries.

UNIT -III

Industrial Social Work - Meaning and definition, Objectives, Importance and Role of Industrial social worker.

UNIT - IV

Employee Welfare - Meaning, Need and importance, Scope, Principles. Welfare benefits in Indian Industries .Corporate Social Responsibility - definition, meaning, concept, need and importance, CSR activities.

UNIT - V

Application of Social Case Work and Group Work in Industry with reference to absenteeism, indiscipline, alcoholism and drug addiction.

REFERENCES

- Moorthy, M.V (1968), Principles of Labour Welfare, Vishak, Gupta Brothers.
- Sarma, A.M (1995), Aspects of Labour Welfare and Social Security, Mumbai, Himalaya Publications.
- Tyagi, B.P (1996), Labour Economics and Social Welfare, Meerut, JaiPrakash Nath.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Field Work	5 hrs week
Code:13BSWC62		Credit: 4

Objectives

- To expose the students to the practical realities in the field.
- To enable them to practice the social work methodologies.
- To strengthen the professional competence of the students

Field work will be offered in a daily and full time basis in an agency selected to provide a satisfactory learning experience for 13 days (including holidays) in a social welfare /development organization, educational institution, community setting (slums, villages). It is designed to give the trainees continuity of work experience.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Project Work	6 hrs week
Code:13BSWE61		Credit: 5

OBJECTIVES

- To enable them gain the experience of conducting research.
- To strengthen their competence in conducting research in the field.
- To strengthen their skills in writing research reports.

Each candidate is expected to select a research problem in the selected field of social work and prepare a research design by the end of 5th semester in consultation with the research supervisor. A copy of the report shall be submitted to the department on or before 31st March in the sixth semester.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Women and Development	6 hrs week
Code:13BSWE62		Credit: 5

OBJECTIVES

- To orient students status of women in India.
- To make the students understand the Issues related to Women.
- To help students understand the programmes and schemes related to women.

UNIT- I

Women : Status of Women in India- Women’s Movements – Pre – independent, Post – independent and Current women’s movements.

UNIT- II

Women and Health: Health status of women in India – Mortality and Morbidity factors influencing health – Nutrition and health, Reproductive health – HIV and AIDS control program.

UNIT -III

Changing role of women – Marriage – Single parent – Motherhood – Widows. Women entrepreneurship: Self help Group. Managing personal and professional roles.

UNIT –IV

Indian Constitution and provisions relating to women. , Violence against, women ,Legal protection , Family Courts , Rights of the women, National Commission for Women.

UNIT – V

Women Development approaches in Indian Five – Year Plans , women and leadership – Panchayath Raj – Political Role and Participation – NGOs and Women Development – National and International Funding Agencies.

REFERENCES

1. Sagar Rajive, Delhi, 2010, Women and Professional Development in India,.
2. **Pruthi, Raj Kumar; Rameshwari Devi and Romila Pruthi (2001). Status and Position of Women: In Ancient, Medieval and Modern India. Vedam books.**

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Youth Development	6 hrs week
Code:13BSWE63		Credit: 5

OBJECTIVES

- To orient students basic concepts related to youth development.
- To make the students understand the problems of youths.
- To help students understand the programmes for youth development.

UNIT I

Youth – Meaning, definition, classification. Concept of Youth Welfare, Youth in Contemporary Indian society.

UNIT II

Problems of Youth – Biological, Psychological, Sociological, Cultural, Physical, Educational, Occupational and Recreational.

UNIT III

Youth leadership development: Leadership types, Programmes to improve leadership, Youth rights, Youth culture, Youth movements

UNIT IV

Youth policies and programmes: Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corps, Scouts and Guides, Youth exchange program,. Youth and Sports Policy.

UNIT V

National Organizations -. Nehru Yuvak Kendra, YMCA ,YWCA, Vishwa Yuvak Kendra , Rajiv Gandhi National Institute of youth Development--Structure and functions.

REFERENCES

1. Saraswathi, S (1980), Youth in India, Delhi, Indian Council for Social Science Research.

2. Arimpoor Joe (1982), Indian Youth in Perspective, Chennai, Salesian Institute of Public Arts.
3. Simhadri C.Yedla (1989), Development of Emerging World Youth, Delhi, Mittal Publications.
4. Hassan, M.K(1985), Prejudice in Indian Youth, New Delhi, Classical Publishing Company.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Child Protection	6 hrs week
Code:13BSWE64		Credit: 5

OBJECTIVES

- To orient students basic concepts related to Child Protection.
- To make the students understand the Issues related to Children.
- To help students understand the programmes and schemes related to Child Protection.

UNIT I

Child: Definition, Status of Children in India/world, Child Protection: meaning, definition, nature, Need for child Protection.

UNIT -II

Child Abuse: Definition, concept. Types of Child Abuse: Child trafficking, Child labour, Violence, Child marriage, sexual abuse, corporal Punishments. Interventions for Child Abuse.

UNIT -III

Child Protection and rights of the children: United Nations Convention on the Rights of the Child (**UNCRC**), **Policies for Children, JJAct.**

UNIT – IV

Child Protection: Role of Family (Parenting Style), Role of Teachers (Positive discipline, Mentoring style), Role Of NGO, Role of Government, Role of Social Worker in Child Protection,
Resilience : Meaning, Importance, building resilience among children

UNIT – V

Agencies working for children: United Nations Children's Fund(UNICEF), CHILDLINE-1098, Integrated Child Protection Scheme (ICPS): State Child Protection Unit, District Child Protection Unit, Integrated Child Development Services(ICDS), Indian Council for Child Welfare(ICCW), Save the Children

REFERENCES

1. **Child protection:** A handbook for parliamentarians, UNICEF, 2004.
2. Humanitarian Action for Children: Building resilience: UNICEF 2011
3. Child Protection Information Sheet: UNICEF

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Welfare of the Disabled	6 hrs week
Code:13BSWE65		Credit: 5

OBJECTIVES

- To understand the concepts, types and problems of persons with disability.
- To familiarize students with the legislations related to persons with disability.
- To help them understand the initiatives of Government and Non-Governmental Organisations.

UNIT – I

Definition, & Concepts of Disability, impairment, handicapped and rehabilitation.

Types of disabilities - Visually impairment, hearing impairment, mentally challenged, orthopedically handicapped.

UNIT – II

Causes of Disability – Genetic, environmental, Problem: Psychology nutrition etc.

Psycho - Social problems of the disabled.

UNIT - III

Rights of the person with disability, Role of social worker in the promotion of their rights.

UNIT – IV

Rehabilitation – Goal, objectives, approaches and process. Role of family and community in the process of rehabilitation.

UNIT – V

Policies and Programmes for person with disability. Role of Govt. and NGO in disability management.

REFERENCES

1. Chaturvedi T.N. (1981), Administration for the Disabled, New Delhi, IIPA.
2. Meths D S (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.
3. Freeman M, James (1979), Untouchable - An Indian Life History, London, George Allen & Unwin.
4. Kabra Govind Das (1984), Development of Weaker Sections: Organisational Alternatives, New Delhi, Inter – India Publication.

BSW III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Participatory Rural Appraisal	2 hrs week
Code:13BSWS61		Credit: 2

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

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B.Sc C.S I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:13BSCCSL13	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

Objectives:

- To expose students to functional aspects of English language.
- To give them proper perspectives of life, by introducing them to the works of eminent men.
- To develop their reading skills through reading short stories.

UNIT: I PROSE

2) I have a dream-Martin luther king

UNIT: II POETRY

1.Daffodils -william wordsworth

2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

3. Astrologers Day

4. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills

2. Reading Skills

3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing ,Letter writing

TEXT PRESCRIBED:

5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.

6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.

7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.

8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc C.S I Year	Core	Max Marks 100
Semester – I	Programming in C	Int: 25 Ext: 75
Code: 13BSCCSC11		6 hrs week
		Credits: 4

Objectives:

1. To develop the programming skills through the C language.
2. To enable the students to understand the concepts of C Language.
3. To enable the students to understand the concepts of pointers and files.

UNIT I

Basic structure-programming style-constants-variables and data type-declaration of variables-Operators and expressions: Arithmetic relational, logical, assignment, increment, decrement, conditional, bitwise and special operators, and evaluation of expression.

UNIT II

Managing I/O operations: Reading and writing a character-formatted input, output-Decision making and branching: if, if...else, nesting of if...else statement-else if ladder-switch statement - go to statement-the while statement-do statement-the for loop –jumps in loops.

UNIT III

Arrays: one dimensional array-declaration, initialization- two, multi dimensional array-initialization strings- initialization of string variables-reading and writing strings-arithmetic operation on string-putting string together-comparison-string handling function.

UNIT IV

User defined Function: need-element of user defined functions-definition-return values and their types-function calls-Structures and unions: declaring structure variables accessing structure member- initialization-Copying and comparing-arrays of structure.

UNIT V

Pointers: accessing the address of variables-declaring- initialization of pointers, variables-pointer expression, and pointer increment -array of pointers-Files: defining a file-I/O operator on file handling during I/O operators-random access to file-command line arguments.

Text book:

1. Balagurusamy, Programming in ANSI C, 3rd Edition, Tata McGraw Hill Publishing Company, 2002.

Reference book:

1. M.G Venkateshmurthy, Programming Techniques through C– A Beginner’s Companion, Pearson Education, New Delhi, 2002.
2. Byron Gottfried, Programming with C, Tata McGraw Hill, 2006.
3. Brian Kernighan, Dennis Ritchie, The C programming language, 2nd Edition, Prentice Hall 1988.

B.Sc (C.S) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	C Lab	6 hrs week
Code: 13BSCCSC13		Credits: 4

Objectives:

1. To enable the students to understand the basics of C.
2. To enrich students to develop programs in C.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
13. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
13. To solve Quadratic Equation-Switch

13. To perform binary search using Function
16. To find NCR and NPR Values using Function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Sc (C.S) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 13BSCSA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph- sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices- connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.

Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (C.S) I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	Fundamentals of Computer	2 hrs week
Code: 13BSCCSN11		Credits: 2

Objectives:

1. To understand the concept of computers.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

UNIT I

Introduction- Characteristics of Computers – Evolution of Computers - Computer Generations – First – Second – Third Generation – Fourth Generation – Fifth Generation – Input Unit – Output Unit –Storage Unit – Arithmetic Logic Unit – Control Unit – CPU.

UNIT II

The Central Processing Unit – Control Unit – ALU – Instruction Set – Registers – Processor Speed – Types of Processors – The Main Memory – RAM- ROM- PROM – EPROM- Cache Memory.

UNIT III

Sequential and Direct Access Devices – Magnetic Tape- Magnetic Disk – Optical Disk – Floppy Disk – Hard Disk – CD-ROM. Number System– Conversation: Binary to Decimal-Decimal to Binary.

UNIT IV

Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – Magnetic Ink Character Recognition – Optical Character Recognition – Bar code reader. Monitor – Printer – Plotter.

UNIT V

Software: Introduction – Types of Software – Programming Languages: Machine languages– Assembly languages – High-level languages – Compilers & Interpreters.

Text book:

1. Pradeep K.Sinha, Priti sinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

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- 18) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
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- 10) Foe;ij uhK - t.uh.
- 11) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 12) ,e;jpa nkhopfsy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;
- 13) tho;thq;F - t.Rg. khzpf;fk;
- 14) ftpijf;fij - m.r. Qhdrk;ge;jd;
- 15) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
- 16) Gbg;gJ vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj;
njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr;
nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; -
Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F
gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

- 1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL>
kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625 021.
- 2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G
epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;l;l;hpay; v];Nll;>

mk;gj;J}h;> nrd;id – 600 098.

B.Sc C.S I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 13BSCCSL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

- 4) To introduce them to a few classics in English poetry
- 5) To develop their writing skills.
- 6) To give ample practice in grammar.

UNIT: I PROSE

- 2) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

3. Refund-F fitz karinthy
4. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (C.S) I Year	Core	Max Marks 100
Semester – II		Int: 25 Ext: 75
Code: 13BSCCSC21	C++ and Data Structure	6 hrs week
		Credits: 4

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi, 2002.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers, 2004.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition, New Delhi, 2003.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (C.S)I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	C++ and Data Structures Lab	6 hrs week
Code: 13BSCCSC22		Credits: 4

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.

List of Programs:

1. Programs to illustrate in power in using default arguments.
2. Swapping of two values using functions.
3. Maximum of two numbers using Friend function.
4. Program to evaluate Sin Series.
5. Simple Bank Operation.
6. Inline function.
7. Program to illustrate Copy Constructor.
8. Program to illustrate Single Inheritance.
9. Program to illustrate Multiple Inheritance.
10. Program to illustrate Multilevel Inheritance.

11. Program to illustrate Hybrid Inheritance.
12. Program to illustrate Hierarchical Inheritance.
13. Sorting of Numbers and names using function overloading.
14. String manipulation using operator overloading.
15. Program to merge two files.
16. Program to implement linked list.
17. Program to implement Stack using pointers.
18. Program to implement Queue using pointers.

B.Sc (C.S)I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	Statistics	4 hrs week
Code: 13BSCCSA21		Credits: 5

Objectives:

1. To enable the students to understand the concept of statistics.
2. To enable the students to understand the concept of correlation.
3. To enable the students to understand the concept of probability.

UNIT I

Introduction to Statistics – Primary and Secondary data – Classification, tabulation and diagrammatic representation of statistical data – Bar-charts, Pie-diagrams – Graphical Representation of data, - Histograms, Frequency polygon, Ogives.

UNIT II

Measures of dispersion – characteristics – coefficient of dispersion – coefficient of variation – moments – Skewness and Kurtosis – Pearson’s coefficient of skewness -Bowley’s coefficient of skewness.

UNIT III

Simple correlation – Karl Pearson’s coefficient of correlation – correlation coefficient for a bivariate frequency distribution – Rank correlation – Regression – lines of regression- properties of regression coefficient.

UNIT IV

Events and sets – sample space – concept of probability – addition and multiplication theorem on probability – conditional probability and independence of events – Baye’s Theorem- Mathematical expectation.

UNIT V

Theoretical discrete distribution, binomial distribution.

Text book:

1. S.P. Gupta, Statistical Methods, Sultan Chand and Sons, New Delhi, 2002.

Reference books:

1. R.S.N. Pillai & Bhagavathi, Statistics, Sultan Chand and Sons, New Delhi, 2002.
2. Best, Joel, Damned Lies and Statistics: Untangling Numbers from the Media, University of California Press, 2001.
3. Desrosières, Alain, the Politics of Large Numbers: A History of Statistical Reasoning. Trans. Camille Naish. Harvard University Press, 2004.

B.Sc (C.S)I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	Introduction to Internet	2 hrs week
Code: 13BSCSN21		Credits: 2

Objectives:

1. To understand internet operations
2. To understand usage of internet facilities.
3. To enable to understand the web page design.

UNIT I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

UNIT II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN).

UNIT III

Basics of Internet: How the Internet works, Usage of Internet - IP Address, Domain Name, Uniform Resource Locator (URL).

UNIT IV

Introduction to E-Mail: Email features– Creation of Email Accounts– Inbox- Compose mail- Send- Attaching the documents- Address book.

UNIT V

World Wide Web: Web features-File Transfer-Telnet-Usenet-Web Server-Web browser-Netscape communication Suite, Microsoft Explorer.

Text book:

1. RajKamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002.

Reference books:

1. Vikas Gupta, Internet and Web Design, 1st Edition, Dreamless Press, 2003.
2. Stephen Cass, How much does the Internet Weigh, Discover Publication, 2007.
3. Addate Janet, Inventing the Internet, Cambridge MIT Press, 1998.

UG II Year	jkpo; jhs;	Max Marks 100
Semester –III		Int: 25 Ext: 75
Code:13BSCCSL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

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\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 13) Kj;njhs;shapuk; -5 ghly;fs;
- 13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 13) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 13) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf; -ctik-cUtfk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -
Ntw;Wik mzp
2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

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B.Sc C.S II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
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Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:13BSCCSL32		Credits: 3

OBJECTIVES:

4. To introduce the functional grammar to the students.
5. To expose creative writing to the students.
6. To enhance students' communication skills.

UNIT: I PROSE

- 3) University days – James Thurber
- 4) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 3) Night of the scorpion-Nissim Ezekiel
- 4) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 3) Karma-Kushwant Singh
- 4) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 5) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 6) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 7) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 8) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (C.S) II Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – III	Visual Programming	5 hrs week
Code:13BSCCSC31		Credits: 4

Objectives:

1. To develop programming skills in GUI based language visual basic
2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw Hill Edition, 1999.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media1998.
2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press,2005

B.Sc (C.S) II Year	Core	Max Marks 100
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		Int: 40 Ext: 60
Semester – III	Visual Programming Lab	5 hrs week
Code:13BSCCSC32		Credits: 4

Objectives:

1. To enable the students to understand the basic concept of GUI.
2. To enrich students to do different business, mathematical problems.
3. To enable the students to develop programs in Visual Basic.

List of Programs:

1. Program to check whether the Given Number is
 - a) Armstrong Number or Not
 - b) Prime Number or Not
2. Program to perform the following String Operations
 - a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
3. Program to find
 - a) Current Date and Time
 - b) Day of Given date
4. Program to use the Flex Grid Control
5. Program to Draw Geometric Shapes
6. Program to Design a Digital Clock
7. Develop a Objective type Online Test
8. Program to vary Color Palette
9. Program to show picture Animation
10. Program to Create a File Open Dialogue to Load a Picture
11. Program to Design an Ordinary Calculator
13. Design a Notepad
13. Sequential File Reading and Writing
13. Student Mark Sheet processing System
13. Library Information System
16. EB Bill Preparation System
17. Bank Information System
18. Hospital Information System

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	Operational Research	4 hrs week
Code:13BSCCSA31		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference books:

1. Arumugam and Isq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (C.S) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – III	Office Automation Lab	2 hrs week
Code:13BSCCSS31		Credits: 2

OBJECTIVES:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.
2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.
8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

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Code:13BSCCSL41		rq;f ,yf;fpaq;	Neuk; 6 k/th. fpnubl; 3

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\$W (myF)-1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 132> 137> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTJK;

\$W (myF)-2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy;
(mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfK;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)-3 ,yf;fzk;

mfg;ngHUs;-mfj;jpizfs; Gwg;ngHUs; \$W (myF)-4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j;
jpiug;gl tpkh;rdk;

ftpjij vOJjy;
\$W (myF)-5 ,yf;fpa tuyhW-10
m. gj;Jg; ghl;L
M. vl;Lj; njhif
,. gjpnzd; fPo;f;fzf;F

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B.Sc C.S III Year	Part-II – English	Max Marks
Semester –IV		100
Code:13BSCCSL42	Novel and English for Competitive Examination	Int: 25 Ext: 75
		6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Java Programming	5 hrs week
Code:13BSCCSC41		Credits: 4

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associativity- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETs and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Java Lab	5 hrs week
Code:13BSCCSC42		Credits: 4

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Run able interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Digital Principles and Applications	4 hrs week
Code:13BSCCSA41		Credits: 5

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs. Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw – Hill Edition, 2006.

Reference books :

1. S. Salivahanan & S. Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd, 2000.
2. M. Morris Mano, Digital Logic and Computer Design, Prentice Hall, 2006.
3. Thomas C. Bartee, Computer Architecture and Logic Design, McGraw Hill Editions, 1991.

B.Sc (C.S) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code:13BSCCSS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Computer Networks	6 hrs week
Code: 13BSCCSC51		Credits: 4

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of networks.
3. To become familiar with different types and importance of Network layers.

UNIT I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

UNIT II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites.

UNIT III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

UNIT IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

UNIT V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference books:

1. William Stallings, Data and Computer Communications, Pearson Education, New Delhi 2002.
2. Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
3. G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (C.S) III Year	Core	Max Marks 100
Semester – V	DBMS	Int: 25 Ext: 75
Code: 13BSCCSC52		6 hrs week
		Credits: 4

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I

Introduction to DBMS: Introduction-why Database-Characteristics of Data in a Database-Database Management System-Why DBMS-Types of Database Management System .Introduction to RDBMS: Introduction –RDBMS Terminology-The Relational Data Structure-Relational Data Integrity-Relational Data Manipulation-Codd’s Rules.

UNIT II

Database Architecture and Data Modeling: Introduction-Conceptuel, physical and logical Database Models-Database Design-Design Constraints-Functional Dependencies-R Modeling: Introduction-E-R model-Components of an E-R model-E-R model-E-Rmodelling Symbol

UNIT III

Data Normalization: Introduction- First Normal Form(1NF) -Second Normal Form(2NF)-Third Normal Form(3NF) – Boyce Codd Normal Form(BCNF)- Fourth Normal Form(4NF) – Fifth Normal Form(5NF)- Domain – Key Normal Form(DKNF). Relational Algebra – Relational Calculus.

UNIT IV

Query- by- Example (QBE): Introduction - Select Queries in QBE - Make Table Query - Delete Query – Update Query – Append Query – QBE and SQL. QUEL: Introduction – Data Definition in Quel – Create – Range – Index – Destroy – Modify - Data Retrieval in Quel – Data Update Operations in Quel.

UNIT V

SQL: Introduction to SQL – History of SQL – Characteristics of SQL – Advantages of SQL – SQL Data types and Literals – Types of SQL Commands – SQL Operators – Tables – Views – Indexes – Queries and Sub Queries – Aggregate Functions – Insert – Update – Delete Operations – Joins and Unions.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	DBMS Lab	6 hrs week
Code: 13BSCCSC53		Credits: 4

Objectives:

1. To understand the concept of PL/SQL.
2. To understand the database connectivity.
3. To develop programming skills in visual basic.

List of Programs:

Visual Basic Programming

1. Arithmetic operations
2. Menu creation with simple file and edit operation.
3. Sequential file reading and writing
4. Process students' mark list using data control
5. Process library maintenance using data control
6. Program using DAO to create a Simple Address book.
7. Program using DAO to prepare Super Market Bill
8. Develop a System for Library Management using ADO
9. Develop an Inventory control system using ADO
10. Design a Data Report for Students Marks Details.

PL/SQL:

Program using Iterative controls and Sequence Controls.
 Program using Exception Handling
 Program using Implicit Cursors and Explicit Cursors.
 Application development programs like Payroll, EB bill report generation, students Details.
 Program to join the tables.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Operating System	6 hrs week
Code: 13BSCCSE51		Credits: 5

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw Hill, New Delhi, 2005.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 2nd Edition, Tata McGraw Hill, New Delhi, 1987.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall, 2002.
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall 2005.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Client Server Computing	6 hrs week
Code: 13BSCCSE52		Credits: 5

Objectives:

1. The students will gain an exhaustive knowledge on the fundamentals of Client server.
2. To enable to understand the categories of servers.
3. To enrich the knowledge of operating system.

UNIT I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

UNIT II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

UNIT III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting

3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

UNIT IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

UNIT V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New Delhi, 1994.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, Prentice Hall of India, Second Edition, 1997.

Reference books:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.

B.Sc (C.S) III Year	Skill based	Max Marks 100
Semester – V	Web designing Lab	Int: 40 Ext: 60
Code: 13BSCCSS51		2 hrs week
		Credits: 2

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – V	Internet Application Lab	2 hrs week
Code: 13BSCCSS52		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

1. Google Search.
2. Create an Email Account.
3. Compose a Mail and Send it to your friend.
4. Attach a document to a mail.
5. Create a Group mail Account.
6. World Wide Web: Search Engines
7. Blog Creation
8. Register your details in job provider sites
9. Read the e papers.
10. Register your details in Alumni sites

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – V	System Software	2 hrs week
Code: 13BSCCSS53		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a basic knowledge about assemblers.
3. To acquire a basic knowledge about programming knowledge.

UNIT I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture.

UNIT II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

UNIT III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

UNIT IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

UNIT V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L. Back & Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference books:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhere, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Advanced Visual Programming	6 hrs week
Code: 13BSCCSC61		Credits: 4

Objectives:

1. To understand the concepts of advanced visual Programming.
2. To understand the concepts of Dot Net Technologies.
3. To develop programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

Text book:

1. Bill Evjen & Jason Beres, Visual Basic.Net Programming Bible, Wiley Publishing, 2002.

Reference books:

1. Daniel cazzulino, Beginning web programming in VB.Net, 1st Edition, Apress 2005.
2. Matthew MacDonald, The book of VB.Net, 1st Edition, No Starch Press, 2001.
3. Jessie Liberty Dave Grundgeiger, Programming Visual Basic.net, 2nd Edition, O'Reilly, 2003.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Advanced Visual Programming Lab	6 hrs week
Code: 13BSCCSC62		Credits: 4

Objectives:

1. To improve the creativity during problem solving.
2. To develop programming skills in VB.net
3. To improve Knowledge in DOT.Net Technologies.

List of Programs:

1. Program using structure and enum
2. Program using classes, methods, properties and read only property
3. Program using constructors, overload constructors and class events
4. Program using exception handling
5. Functions to perform various string operations
6. Program using .net built-in collection classes namely array list, bit array, hash table, queue, sorted list, stack, collection, dictionary base.
7. Program using inheritance, constructors in inheritance.
8. Program using overriding, constructors in inheritance.
9. Program using win Form controls
10. Program using streams and serialization
11. Program using database.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 13BSCCSC63		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transistion tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, McGraw Hill International Book Company Edition, 2001.
2. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Co, 2001.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	An Introduction to Data Mining	5 hrs week
Code: 13BSCCSE61		Credits: 5

Objectives:

1. To acquire knowledge about data mining.
2. To understand process of data mining.
3. To understand the future of data mining.

UNIT I

Introduction: Data mining process - Data mining applications – Data mining techniques – future of data mining – Guidelines for successful data mining - data mining software.

UNIT II

Association Rules mining: Basics – Task and Naïve Algorithm – Apriori ALgorithm – Improving the Efficiency of the Apriori ALgorithm –Direct Hashing and Pruning(DHP)– Dynamic Itemset Counting(DIC)- Mining Frequent Patterns without candidate generations(FP –growth).

UNIT III

Classification: Decision Tree – Building a Decision Tree – The Tree Induction Algorithm – Split Algorithm based on Information Theory - Split Algorithm based on the Gini Index – Overfitting and Pruning- Decision Tree Rules-Estimating predictive Accuracy of Classification methods- Classification Software.

UNIT IV

Cluster Analysis: Features of Cluster Analysis – Types of Data – Computing Distance – Types of Cluster Analysis Methods- Partitional methods – Hierarchical methods – Density based methods- cluster Analysis software.

UNIT V

Web Data Mining: Web Terminology and characteristics– Locality and Hierarchy in the Web – Web Content Mining – Web Usage Mining – Web Structure Mining – Web Mining Software.

Text book:

1. G.K Gupta, Introduction to Data Mining with Case Studies, 2nd Edition ,PHI, 2011.

Reference books:

1. David Hand, Heikki Mannila, Padhraic Smyth, Principles of Data Mining, PHI, 2008.
2. Jiawei Han, Micheline Kamber, Data Mining Concepts and Techniques, Morgan Kaufmann Publishers, 2006.
3. Gordon S.Linoff, Michael J.A. Berry, Data Mining Techniques, 3rd Edition. Wesley, 2009.

B.Sc (C.S) III Year	Elective	Max Marks 100
Semester – VI	Multimedia Technology	Int: 25 Ext: 75
Code: 13BSCCSE62		5 hrs week
		Credits: 5

Objectives:

1. To make the students to understand the concept of Multimedia.
2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Graphical Images.

UNIT I

Introduction: Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

UNIT II

Text and Graphics: Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

UNIT III

Digital Audio and Video: Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

UNIT IV

Product Design and Authoring Tools: Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

UNIT V

Multimedia and Internet: Internet-client/server technology-communications protocol-internet addressing-internet functions-Origin of WWW-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference books:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Project Work	5 hrs week
Code: 13BSCCSP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (C.S) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 13BSCSS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

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B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:13BSCITL13	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

Objectives:

- 7) To expose students to functional aspects of English language.
- 8) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 9) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin luther king

UNIT: II POETRY

1. Daffodils -william wordsworth
2. La belle dame sans mercy- john keats

UNIT: III SHORT STORY

5. Astrologers Day
6. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing, Letter writing

TEXT PRESCRIBED:

- 9) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 10) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 11) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 12) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	Principles of Information Technology	6 hrs week
Code: 13BSCITC11		Credits: 4

OBJECTIVES:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable the students to understand the architecture of the information system.

Unit I

Introduction: Types of computers – Characteristics of computer – Classification of Digital Computer System – Anatomy of Computer: Central Processing unit – Memory – How the CPU and Memory work.

Unit II

Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages – Peripheral devices: Memory Mapped I/O – I/O Instruction – Memory catch – Number systems: Binary Number System– Decimal Number System – Complements – Addition – Subtraction.

Unit III

Memory Unit: Primary: RAM – ROM – PROM – EPROM – EEPROM – Secondary: Magnetic tape – Hard disk – Floppy disk – CD-ROM – Input Devices: Keyboard – Mouse – Trackball – Joystick – MICR – OCR – OMR –BCR – Touch Screen – Scanner

Unit IV

Output Devices: Monitor – Characteristics of Monitor – Video standards – Printers – Plotters – Operating System: Utilities – Compilers – Interpreters – Word Processor – Spread sheets – Presentation Graphics – DBMS – Image Processor – Function of OS – Classification of OS.

Unit V

Introduction: information systems – software and data – IT in Business and Industry – IT in the Home and at Play – IT in education and Training – IT in Entertainment and the Arts – IT in science; Engineering and Mathematics – Computers in Hiding.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Catheleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	Office Automation	6 hrs week
Code: 13BSCITC13	Lab	Credits: 4

Objectives:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.
2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.
8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

B.Sc (IT) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 13BSCITA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples , Union, Intersection of a Set : Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function : inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction : Definitions and examples – Connectives :Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples : Elementary Transformation : Types of Matrices-Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph-sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices-connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chantrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

1. Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
2. Norman Biggs, Discrete mathematics, Oxford University Press, 2002.
3. A.K. Vashisth, Modern Algebra, Arise Publishers and distributors, 1st Edition, 2008.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100
Semester – I	Introduction to Information Technology	Int: 25 Ext: 75
Code: 13BSCITN11		2 hrs week
		Credits: 2

Objectives:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

Unit I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

Unit II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

Unit III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

Unit IV

Input Devices: Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Classification of monitors – Characteristics of monitor – Printer – Plotter – Sound cards & Speakers.

Unit V

Software: Introduction – User Interface – Application Programs – Operating System: Introduction, Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages and types – Compilers & Interpreters – Process of compilation.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester –II		
Code: 13BSCITL21	fij ,yf;fpaKk; ciueilAk; Novel and Prose	Hrs:6 / week Credit: 3

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rpWfij :

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| 21) kp\pd; Afk; | - GJikg;gpj;jd; |
| 22) cz;ikf;fij | - F.g. ,uh[Nfhghyd; |
| 23) fbjKk; fz;zPUk | - fy;fp |
| 24) ehw;fhyp | - fp. ,uh[ehuhazd; |
| 25) gspr;rp | - nfh.kh. Nfhjz;lk; |
| 26) k[;Dhd; | - kPuhd; ikjPd; |
| 27) fdTg;gwit | - nrhy; tpyq;Fk; ngUkhs; |
| 28) gpQ;RfSk; NghhpLk; | - Nkyhz;ik nghd;Drhkp |
| 29) epue;jukw;w epoy; | - eph;kyh ngUkhs; |
| 30) Kfk; | - khj;jis NrhK |

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| 17) tPur;Rit | - e.K. Ntq;flrhkp ehl;lhh; |
| 18) Foe;ij uhK | - t.uh. |
| 19) tho;f;ifAk; ituhf;fpaKk; | - uh.gp. NrJg;gps;is |
| 20) ,e;jpa nkhopfsy; jkpo; kzk; | - nj. ngh. kPdhl;rp Re;juk; |
| 21) tho;thq;F | - t.Rg. khzpf;fk; |
| 22) ftpijf;fij | - m.r. Qhdrk;ge;jd; |
| 23) ,isQh;fNs vOr;rpnfhs;Sq;fs; | - jkpoz;zy; |
| 24) Gbg;gJ vg;gb? | - k. jpUkiy |

SW (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fis; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL>

kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625 021.

2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G

epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;l;l;hpay; v];Nll;>

mk;gj;J}h;> nrd;id – 600 098.

B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 13BSCITL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

- 7) To introduce them to a few classics in English poetry
- 8) To develop their writing skills.
- 9) To give ample practice in grammar.

UNIT: I PROSE

- 3) The Gift of the Magi - O.Henry.

UNIT: II POETRY

1. The quality of mercy- Shakespeare
2. Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

5. Refund-F fitz karinthy
6. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 9) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 10) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 11) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories)Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.

12) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	Programming in C &C++	6 hrs week
Code: 13BSCITC21		Credits: 4

Objectives:

1. To understand the basic concept of object oriented concept.
2. To become familiar in object oriented programming.
3. To compare procedure oriented and object oriented programming.

Unit I

C tokens-constants-variables-data type-declaring and defining the variables, constants-Types of operator-expression and evaluations-operator precedence-managing input and output.

Unit II

Decision making, branching and looping: if-if else-nesting if else-else if ladder-switch-ternary-goto statement-while-do-for statement.

Unit III

Array, Character array and string: one-dimensional array-two dimensional array-multi dimensional array-string variable-reading, writing strings-string handling function

Unit IV

Principles of Object Oriented Programming (OOP) -Basic Concepts of OOP - Applications of OOPS-. Introduction to Structures in C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference – Recursive & Inline Function - Function Overloading -Friend and Virtual functions.

Unit V

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading - Operator Overloading and type Conversions. **Text book:**

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi, 2002.

Reference book:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill, New Delhi, 2003.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	C & C++ Lab	6 hrs week
Code: 13BSCITC22		Credits: 4

Objectives:

1. To understand the concepts of C++ programming.
2. To become familiar in object oriented programming.
3. To develop programming skills in C++.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci number
4. To check if a number is Prime Number or not
5. To Sort an Array
6. To reverse a given string and check if it is a palindrome
7. To multiply two Matrices
8. To prepare Mark Sheet- Structure
9. To perform inventory calculations- Structure
10. To prepare Mark Sheet –File
11. To perform area calculation using functions overloading.
13. To calculate volume of different shapes (3) using function overloading.
13. To perform string manipulation (three different types) using function overloading.
13. To perform arithmetic calculation (three) using functions overloading.
13. To swap two values between two classes objects using friend function.
16. To find minimum of two numbers between two class objects using friend function.
17. To find the sum of two matrices, use class and objects.
18. To overload unary minus operator which changes sign of given vector (3 elements).
19. To overload binary + operator this adds two complex numbers
20. To overload relational operator = = to compare two strings.

B.Sc (IT) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	Micro Processor	4 hrs week
Code: 13BSCITA21		Credits: 5

Objectives:

1. To understand basics of microprocessors.
2. To become familiar with different types of Microprocessors.
3. To understand the Importance of Microprocessor.

Unit I

Fundamentals of Microprocessor: Internal Architecture – Address bus – Data bus – Control Lines – Inside EU – Inside BIU – Memory – Timing – Wait States – Fetch & Execute Cycle. Introduction to Programming: Assembly Language programming – Assembler Directives

Unit II

8086/8088 Instruction set – Program Structure – Subroutines –Creating programs. The Basic Microcomputer System: Microprocessor Subsystem – 8088/8086 Pin Configuration – MAX mode – MPU timing – The Bus Subsystem – 8288(Bus controller),

Unit III

Memory Subsystem – ROM - Address Decoding – BIOS and System ROMs – RAM Organization – DMA Controller – I/O subsystem – 8255 (PPI) – 8259 (PIC) – 8253 (PIT).

Unit IV

Microcomputer System Peripherals : Memory Peripherals Introduction – Digital Magnetic Recording – Floppy Disk Subsystem – I/O Peripherals Introduction – Keyboards – Video displays – The CRT-IBM PC Display Adapters – Printers – Interface standards – Modems and acoustic couplers.

Unit V

Advanced Microprocessor and Test Equipments: PS/2 System Processors 8086– Test Equipments – Logic Probs and Pulsers – Meters – Oscilloscopes – Logic Analyzers – Power Line Monitors.

Text book:

1. Stuart M.Asser, Vincent J.Stigliano, Richard F.Bahranburg, Microcomputer Servicing Practical Systems and Troubleshooting, Merrill Publishing Company – 1994.

Reference book:

1. Douglas V.Hall, Microprocessor and Interfacing: Programming and Hardware, McGrew Hill, 2002.
2. John Uffenbeck, The 8086/8088 Family- Design, Programming, and Interfacing, Prentice Hall of India Pvt Ltd, 1997.
3. Barry B.Brey, The INTEL Microprocessors-Architecture, Programming and Interfacing, Pearson Education Pvt Ltd, 2004.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	HTML Programming	2 hrs week
Code: 13BSCITN21		Credits: 2

Objectives:

1. To enrich the knowledge about HTML.
2. To enrich the knowledge about Web Designing
3. To enrich the knowledge about Forms.

Unit I

OVERVIEW OF HTML – Structure of a HTML Program – HEAD tag – BODY tag- Paragraph tag – Formatting tags (Bold-Underline-italic-strike thru-superscript-subscript).

Unit II

LISTS - Ordered list and unordered list – Marquee tag – Ruler tag – Font tag – Data Definition tag.

Unit III

TABLES – TABLE building tags and attributes of table – Table tag – Table header tag – Table row tag – Table data tag – Row span – Column span.

Unit IV

LINKS – Linking pages using anchor tag – attributes of anchor tag – image tag and its attributes – Frame tag.

Unit V

FORMS – Form tag – Input tag – Types – Text, radio, button, check, and password – Sample – Web page creation.

Text book:

1. Sybex, HTML Complete, 2nd Edition, BPB Publications, 2004.

Reference book:

1. Tim Berners-Lee, Information Management: A Proposal, CERN Publications, 1990.
2. Steven Champeon, David S.Fox, Building Dynamic HTML GUIs, John Wiley & Sons, 2004.
3. Elizabeth Castro, Html for World Wide Web, 3rd Edition, Peach pit Press, 1998.

B.Sc (IT) II Year Semester –III	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Code:13BSCITL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

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\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPt f rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Az;h;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 13) Kj;njhs;shapuk; -5 ghly;fs;
- 13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 13) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 13) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

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mzpf;f;-ctik-cUtfk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -
Ntw;Wik mzp

- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
- 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

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B.Sc (IT) II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
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Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:13BSCITL32		Credits: 3

OBJECTIVES:

7. To introduce the functional grammar to the students.
8. To expose creative writing to the students.
9. To enhance students' communication skills.

UNIT: I PROSE

- 5) University days – James Thurber
- 6) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 5) Night of the scorpion-Nissim Ezekiel
- 6) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 5) Karma-Kushwant Singh
- 6) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Notemaking, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 9) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai. Rs.40/.
 - 10) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
 - 11) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (IT) II Year	Core Database Management System	Max Marks 100 Int: 25 Ext: 75
Semester – III		5 hrs week
Code:13BSCITC31		Credits: 4

Objectives:

1. To know about Database concepts.
2. To become familiar with Database tools and their applications.
3. To enable to understand the Database Architecture.

Unit I

Data, Information and Information Processing: Definition – History – Quality of Information – Information Processing - Secondary Storage devices: Advantages – Magnetic tape – Magnetic Disk – Optical Disk.

Unit II

Introduction to Database Management Systems: Characteristics of Database – DBMS – Types of DBMS – Hierarchical Model - Network Model - Relational Model – Object Oriented Model.

Unit III

Introduction to SDLC: Software Development Life Cycle phases - Database Development Cycle (DDLC) – Database Lifecycle Model – Practical approach to Database Design – Introduction to Relational Database Management System.

Unit IV

Database architecture and data modeling: Conceptual, Physical and Logical database models – Database Design constraints – Functional Dependencies - Entity -Relationship (E-R) Modeling – Modeling symbols.

Unit V

Data Normalization: 1NF – 2NF – 3NF – BCNF - Relational Algebra and Relational Calculus: Algebra operations – Relational calculus – Backup and Recovery: Database Backup – Recovery facilities – Recovery techniques.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference book:

1. Raghu Ramakrishnan & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (IT) II Year	Core	Max Marks 100
Semester – III	DBMS Lab	Int: 40 Ext: 60
		5 hrs week

Code: 13BSCITC32		Credit: 4
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Objectives:

1. To know about database concepts.
2. To enable the students to write PL/SQL programs.
3. To enable to understand the SQL Queries.

List of Programs:**SQL Queries:**

1. Interfacing with Database systems-SQL-DML Command Querying the Database
2. Creation of Database Using Integrity constraints and Making Queries.
3. Learning Built in Commands and Functions.
4. Conversion functions, miscellaneous functions and groups functions.
5. Processing of sub Queries.

PL/SQL:

1. Program using Iterative controls and Sequence Controls.
2. Program using Exception Handling
3. Program using Implicit Cursors and Explicit Cursors.
4. Application development programs like Payroll, EB bill report generation, students Details.
5. Program to join the tables.
6. Programming with Triggers.

B.Sc (IT) II Year	Allied	Max Marks 100
Semester – III	Operational Research	Int: 25 Ext: 75
Code: 13BSCITA31		4 hrs week
		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

Unit I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

Unit II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

Unit III

Solving the Linear Programming Problem with more than two variables: Simplex method -

Computational procedure – Algorithm: General solution, Unbounded solution: Alternative Solution of LPP

Unit IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

Unit V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference book:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University Press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (IT) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	Basic Internet Programming Lab	2 hrs week
Code: 13BSCITS31		Credits: 2

Objectives:

1. To understand the basic concept of HTML & PHP.
2. To become familiar in PHP.
3. To become familiar with HTML & PHP

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for PHP using For Loop.
8. Write a program for PHP using While Loop.
9. Write a program for PHP using Break Statement.
10. Write a program for PHP using continue Statement.
11. Write a program for PHP using Function
13. Write a program for PHP Time Alert Box.
13. How to print the PHP Dialog Box?
13. Write a Program for PHP String Function.
13. Write a Program for PHP Math Function.

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Code:13BSCITL41	rq;f ,yf;fpak;	Neuk; 6 k/th.

Code:13BSCITL42	Novel and English for Competitive Examination	6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Visual Programming	5 hrs week

Code: 13BSCITC41		Credits: 4
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OBJECTIVES:

1. To develop programming skills in GUI based language Visual Basic.
2. To develop the skills in VB programming.
3. To develop the Graphical usages

Unit I

Starting a new project -The properties of window -Common form properties -Scale properties -Color properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes

Unit II

Statements in Visual Basic --Variables -Data Types - Working with variables - Constants - Input boxes - The format function -Picture boxes -Rich Text Boxes Determine loops - Indeterminate loops -Making decisions -Select case- Nested If-Then's -The Go To -String functions -Numeric functions -Date and Time functions.

Unit III

Function procedures -sub procedures - Using the Object Browser to Navigate among your subprograms -List: One-dimensional arrays - Arrays with more than one dimension -Records (User-Defined Types).

Unit IV

The With statement - Enums -Control arrays- List and Combo Boxes -The Flex grid control - Code Modules: Global Procedures -The Do Events Function and Sub Main -Error Trapping - Creating an Object in Visual Basic -Building your own classes.

Unit V

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses, and Pie Charts. File commands -Sequential files -Random access files - File System Controls.

Text book:

1. Gray Cornell, Visual Basic 6 from the Ground up, Tata McGraw Hill Edition, 1999.

Reference book:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media, 1998.
2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press, 2005.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 40 Ext: 60
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Semester – IV	VB Lab	5 hrs week
Code: 13BSCITC42		Credits: 4

Objectives:

1. To improve the creativity during Problem solving
2. To understand the basics of VB programming.
3. To develop programming skills in VB.

List of Programs: Program to perform the following String Operations

- a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
2. Program to find
 - a) Current Date and Time
 - b) Day of Given date
 3. Program to Design a Digital Clock
 4. Develop a Objective type Online Test
 5. Program to show picture Animation
 6. Program to Create a File Open Dialogue to Load a Picture
 7. Program to Design an Ordinary Calculator
 8. Student Mark Sheet processing System
 9. Library Information System
 10. EB Bill Preparation System
 11. Bank Information System
 13. Hospital Information System

B.Sc (IT) II Year	Allied	Max Marks 100
Semester – IV	Digital Principles and Applications	Int: 25 Ext: 75
Code: 13BSCITA41		4 hrs week
		Credits: 5

OBJECTIVES:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

Unit I

Numbers Systems and Discrete Logic: Binary Number – Binary to Decimal – Decimal to Binary – Octal – Hexadecimal – ASCII Code – Excess-3 Code – Gray Code – Transistor inverter – OR Gates – AND Gates – Boolean Algebra – NOR Gates – NAND Gates – Exclusive-OR Gates

Unit II

Circuit Analysis and Design: Boolean Law and Theorems – Sum of Product Method – K-Map Truth Tables – Pairs, Quads, Octets – K-Map Simplification – Don't care – Product of Sum of Methods – Product of Sum Simplifications.

Unit III

Data Processing and Arithmetic Circuits: Multiplexers – Demultiplexers – Decoders - Encoders – Parity Generators – Checkers – Binary Addition – Binary Subtraction – 2's & 1's Complement Representation – Complement Arithmetic – Arithmetic Building Blocks.

Unit IV

Flip- Flops, Clocks and Timers: Flip flops – Types of Flip flops: RS Flip-Flop – D- Flip-flop - JK Flip-Flop – JK Master Slave Flip-Flop – T flip-flop - 555 Schmitt Trigger – 555 Timer Astable Multivibrator

Unit V

Shift Registers and Counters: Types of Registers – Serial in Serial out – Serial in Parallel out – Parallel in Serial out – Parallel in parallel out – Ring Counter – Ripple Counter .

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw, New Delhi, 2006.

Reference book:

1. Tocci R.J Widmer.N.S. Digital Systems: Principles and Applications, 8th Edition, Pearson Education (Singapore) Pvt Ltd, 2006.
2. S.Salivahanan & S.Arivazhagan, Digital circuits and Design, Vikas Publishing Pvt Ltd, 2000.
3. M.Morris Mano, Digital Logic and computer Design, Prentice Hall, 2006.

B.Sc (IT) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code: 13BSCITS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Multimedia Technology	6 hrs week
Code: 13BSCITC51		Credits: 4

Objectives:

1. To make the students to understand the concept of Multimedia.
2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Multimedia.

Unit I**Introduction:**

Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

Unit II**Text and Graphics:**

Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

Unit III**Digital Audio and Video:**

Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

Unit IV

Product Design and Authoring Tools:

Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

Unit V

Multimedia and Internet:

Internet-client/server technology-communications protocol-internet addressing-internet functions-origin of www-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference book:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Java Programming	6 hrs week
Code: 13BSCITC52		Credits: 4

Objectives:

1. To get the programming knowledge in Java.
2. To understand the concepts of object oriented programming.
3. To understand the concepts of Multithread packages and exceptions.

Unit I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems -Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

Unit II

Operators and Expressions: Arithmetic Operators – Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Type conversions - Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR - Jumps in loops- Labeled Loops.

Unit III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – Array- Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes – Interfaces - Visibility control.

Unit IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

Unit V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets.

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference book:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.
3. James Gosling, Bill Joy, Guy steele & Gilad Bracha, The Java Specification, 3rd Edition, Addison Wesley, 2005.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	Java Lab	6 hrs week
Code: 13BSCITC53		Credits: 4

Objectives:

1. To improve the creativity during problem solving.
2. To understand the concepts of Java.
3. To develop programming skills in java.

List of Programs:

16. To perform addition of complex numbers using class and objects.
17. To perform multiplication of matrices using class and objects.
18. To perform volume calculation using method overloading
19. Using command line arguments, test if the given string is palindrome or not.
20. Using multilevel inheritance process student marks
21. Implement multiple inheritance of payroll processing
22. Package illustration
23. To illustrate built-in exceptions (any four)
24. To illustrate user defined exceptions(at least four)
25. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
26. String manipulation using string methods
27. File – byte stream
28. File – Character stream
29. Applet – Graphical methods
30. Applet – Threads

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – V	Project Work	6 hrs week
Code: 13BSCITC54		Credit: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (IT) III Year	Skill Based	Max Marks 100
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		Int: 25 Ext: 75
Semester – V	Data Structures	2 hrs week
Code: 13BSCITS51		Credits: 2

Objectives:

1. To understand the concepts of Data structures.
2. To understand the concepts of Implementation of Algorithms.
3. To understand the concepts of Algorithms.

Unit I

Introduction – Basic terminology – elements of data organization – data structures – structure operations – Algorithms, complexity, time space tradeoff. Records and Pointers: Linear arrays – representation in memory – traversing linear array – inserting, deleting and sorting.

Unit II

Linked lists – introduction – representation in memory – traversing a linked list – searching a linked list – memory allocation – garbage collection – insertion into a linked list – deletion from a linked list – header linked lists – two way lists, Stacks, Queues.

Unit III

Recursion : Stacks – introduction – array representation of stack – linked representation of stack – arithmetic representation; recursion– towers of Hanoi - implementation of recursive procedures by stacks – queues – linked representation of queue.

Unit IV

Tree: Introduction – binary trees – representation binary trees in memory – traversing binary trees – traversal algorithms using stacks.

Unit V

Graphs and their applications: Introduction – graph theory terminology – sequential representation of graphs; adjacency matrix; path matrix.

Text book:

1. Data Structures, Seymour Lipschutz, Tata McGraw Hill, 2006.

Reference book:

1. Fundamentals of Data Structures, Ellis Horowitz, Sartaj Sahni, Galgotia Publishers 2004.
2. Data Structures and Algorithms, Alfred V. Aho, Jeffery D. Ullman, John E. Hopcroft, Addison Wesley Series, 2002.
3. James Andrew Storer, An introduction to data structures and algorithms, Good luck Publisher, 2002.
4. B000APLJR8

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	System Software	2 hrs week
Code: 13BSCITS52		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a knowledge about assemblers.
3. To acquire a knowledge about system software.

Unit I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture – RISC Machines: Ultra SPARC Architecture, Power Pc Architecture & Cray T3E Architecture.

Unit II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

Unit III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

Unit IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

Unit V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L.Back& Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference book:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhere, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (IT)IIIYear	Skill based	Max Marks 100
Semester – V	Internet Application Lab	2 hrs week
Code: 13BSCITS53		Credits: 2

Objectives:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

11. Google Search.
12. Create an Email Account.
13. Compose a Mail and Send it to your friend.
14. Attach a document to a mail.
15. Create a Group mail Account.
16. World Wide Web: Search Engines
17. Blog Creation
18. Register your details in job provider sites
19. Read the e papers.
20. Register your details in Alumni sites

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 13BSCITC61		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation.
3. To understand the concepts of Verification and Validation Techniques.

Unit I

Introduction-Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

Unit II

Software Cost Estimation-Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs

Unit III

Software Requirements Definition-The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transition tables-Finite state mechanisms-Petri nets

Unit IV

Software Design-Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

Unit V

Verification and Validation Techniques-Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software

maintenance: Enhancing maintainability during development – Managerial aspects of Software Maintenance – Configuring Management

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference book:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, McGraw Hill International Book Company Edition, 2001.
2. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Book Company, 2001.
3. Ghezzi, Fundamentals of Software Engineering, 2nd Edition, Pearson Education, 2000.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Web Programming Lab	5 hrs week
Code: 13BSCITC62		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
13. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
13. Write a Program for String Function.
13. Write a Program for Math Function.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Multimedia Lab	5 hrs week
Code: 13BSCITC63		Credit: 4

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image’s brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.

4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Networks	6 hrs week
Sub: Code: 13BSCITE61		Credit: 5

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of network.
3. To become familiar with different types & importance of Network layers.

Unit I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

Unit II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites

Unit III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

Unit IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

Unit V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference book:

1. William Stallings, Data and Computer Communications, Pearson Education, New

- Delhi 2002.
- Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
 - G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	An Introduction to Data Mining	6 hrs week
Code: 13BSCCSE62		Credits: 5

Objectives:

- To gain an exhaustive knowledge on the fundamentals of Client server computing.
- To gain knowledge on the fundamentals of Networks.
- To understand the client server techniques.

Unit I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

Unit II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

Unit III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

Unit IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

Unit V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

- Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New D Delhi, 1994.
- Patrick Smith and Steve Guengerich, Client/Server Computing, 2nd Edition, Prentice Hall of India, 1997.

Reference book:

- Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
- David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.
- Robert Orfali, T.Hudson, Dan Harkey, Client/Server Survival Guide, 3rd Edition, John Wiley & Sons, 1999.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Graphics	5 hrs week
Code: 13BSCITE63		Credits: 5

Objectives:

1. To enrich the knowledge of Computer Graphics.
2. To enrich the knowledge in graphics related algorithms.
3. To enrich the knowledge in 3d Concepts.

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 2nd Edition, Prentice Hall of India, C Version, 2007.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, Tata McGraw Hill, 1986.
2. Mitchell Waite, Computer Graphics Primer, 1st Edition, Howard w. Sams & Co, 1979.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University 2003.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Web Design	5 hrs week
Code: 13BSCCSE64		Credits: 5

Objectives:

1. To enable the students to understand the importance of internet and Web designing.
2. To become familiar with HTML
3. To become familiar with JavaScript, VBscript.

Unit I

Web design issues: you don't own the resources – you don't make the rules – designing your application – internet can be unreliable. **HTML:** Body and text commands – basic paragraph text tags – text styles – color values – hyperlinks – images

Unit II

JavaScript and the internet: what is JavaScript – when to use JavaScript – the limitation of java script? JavaScript Language: Embedding JavaScript in Html – variables and literals – expressions and operators – control statements and functions.

Unit III

Fundamentals of objects – Built on Objects and functions – Netscape object – The from Object – windows and frames. JavaScript in internet applications. A From example – Windows Example – Frames example – reading the cookie file.

Unit IV

Servlets- concepts of servlet- servlet-life cycle - request-response.

Unit V

The MsgBox functions – input boxes – controlling the flow or of code – building a home for your code – passing arguments into procedures – where to put procedures – intrinsic Html form controls – The button controls.

Text book:

1. Bob Breedlove et al, Web programming Unleashed, Tata McGraw Hill Publishing, 2002.

Reference book:

1. Glee Harsah Cady and Pat McGregor, Mastering the Internet, BPB, 1998.
2. Bill Evjen&Jason Beres, Visual Basic Programming Bible, Willey Publishing, 2002.
3. Ramesh Nagapan, Rebert Skoczylas&Rima Petal Striganesh, Developing Java Web Services, Willey Dream Tech India Pvt Ltd, 2005.

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 13BSCITS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

SYLLABUS B.BA ACADEMIC YEAR 2013-2014

BBA I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:13BBAL11		CreditS: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpfh; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:13BBAL13	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 10) To expose students to functional aspects of English language.
- 11) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 12) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 3) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

7. Refund-F fitz karinthy
8. How much land does a man need-Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns
,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay writing ,Letter writing

TEXT PRESCRIBED:

- 13) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 14) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 15) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 16) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

BBA I Year	Core	Max Marks 100
Semester – 1	Principles of Management	Int: 25 Ext: 75
Code: 13BBAC11		5 hrs week
		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – Meaning, Nature, Level of Management – Administration and Management – Schools of Management Thought – F.W. Taylor, Henry Fayol, Howthorne Experiments.

Unit II:

Planning – Meaning – Importance – Process of Planning – Types of plans – Single use and Repeat use
plans – Forecasting – Techniques of forecasting – Decision making – Importance and process.

Unit III:

Organization – Meaning – Importance – Principles of Organization – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority –Merits and Demerits – Delegation – Barriers to delegation – Span of control – Committee – Merits and Drawbacks.

Unit IV:

Staffing – Recruitment, Selection, Training – Direction – Leadership – Importance – Qualities – Styles – Communication – Importance – Types – Barrier to Communication – Motivation – Importance – Intrinsic and extrinsic motivation.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai,2008

BBA I Year	Core	Max Marks 100
Semester – 1	Fundamentals of Computers	Int: 25 Ext: 75
Code: 13BBAC13		5 hrs week
		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – necessity of computers, computer generations – types of computers – functional computers and their interactions - input and output storage devices - application of computers

Unit II:

System software and application software – single user/multi-user operating system. DOS-features, Advantages – internal commands – files – directory – drive – setting - paths. External commands- Format, Disk copy, EXE and COM files.

Unit III:

System Requirements-Introduction to word processing-Starting MSWord, Customizing the Work Place-Types of views and styles, File management tools- Columns-Tables-Mail merge.

Unit IV:

Introduction to spread sheet, Basic skills for working with spread sheet- Short cut minus – entering, editing, protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel-Graphs and charts.

Unit V:

What is a presentation-Creating and manipulating presentation- Enhance presentation, Inserting objects- Templates-Integrating with other software.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Business Statistics	6 hrs week
Code: 13BBAA11		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

R.S.N. Pillai & V. Bhagavathi, Statistics, S. Chand & co., New Delhi, 2000

Reference Books:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics Anmol Publications Private limited New delhi, 2003
3. Jagroop Singh, Gurvinder Singh, Business Mathematics and Statistics, Kalyani Publishers, Chennai,2008.
4. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

BBA I Year	Non Major Elective	Max Marks 100
Semester – 1	Introduction to Business	Int: 25 Ext: 75
Code:13BBAN11	Administration	2 hrs week
		Credits: 2

Objectives:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the staffing.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – definition – nature of business administration – principle. Planning – Definition – characteristic – importance – advantages – limitations – steps in planning.

Unit II:

Organising – definition – steps – importance – bases – function. Territory – customer – uses of staff – delegation of authority.

Unit III:

Staffing – definition – recruitment – sources. Selection – techniques – training – methods – performance appraisal – importance.

Unit IV:

Directing – definition – elements – orders. Motivation – importance. Leadership – style – importance. Communication – meaning – process – importance – barriers – ways to overcome.

Unit V:

Controlling – meaning – steps – qualities of good control system – benefits of controlling.

Text Book:

1. L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.

3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai,2008

BBA I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 13BBAL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 10) To introduce them to a few classics in English poetry
- 11) To develop their writing skills.
- 12) To give ample practice in grammar.

UNIT: I PROSE

- 4) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.SolitarY Reaper- Wordsworth

UNIT: III SHORT STORIES

1. Some Words With a Mummy - Edgar Allan Poe
2. The Ant and the Grasshopper - W. Somerset Maugham
3. The Dying Detective - Sir Arthur Connan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 13) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 14) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 15) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 16) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BBA I	Part I - TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester - II		
17BBAL21	அலுவலகமேலாண்மை	6 hrs week Credits: 3

பகுதி 1

அலுவலகமேலாண்மை - இலக்கணம் - நவீன அலுவலகத்தின் அமைப்புமுறைகள் - நவீன அலுவலகத்தின் இலக்கணம் - செல்பாடுகள் மற்றும் முக்கியத்துவம் - மேலாண்மை மற்றும் அமைப்பு - அலுவலகமுறைமற்றும் அன்றாட நடவடிக்கைகள் - பணிப்போக்கு ஒப்படைப்பு செயல்முறைகள் - அதிகாரத்தை பரவலாக்குதல் - அலுவலகவளமை வகைகள் - வளமைகளைத் நயாரித்தல் - பயன்படுத்துதல் மற்றும் அமைப்புத்திட்டம் - பணிக்கேற்ற சூழ்நிலை-பணியை எளிதாக்குதல்.

பகுதி 2

அஞ்சலகமுறைகடிதப்போக்குவரத்திற்கும் - பதிவேடுகளைப் பராமரித்தல் - தபால்களைக் கையாளுதல் - அஞ்சல் துறையை அமைத்தல் - மையப்படுத்தப்பட்ட அஞ்சல் பணி-உள்ளடும் மற்றும் வெளிதொடர்பு-வாய் மொழிதகவல் தொடர்புமற்றும் எழுத்து மூலம் தகவல் தொடர்புபதிவேடுகளை உருவாக்குதல் - எழுத்துப் பணிகள் அலுவலக அறைகள் - படிவக் கட்டுப்பாடு-வடிவமைப்பு-தொடர்பு முதுபொருள்.

பகுதி 3

கோப்பிலிடுதல் - நல்லகோப்பீடுமுறையின் முக்கிய அம்சங்கள் - வகைப்படுத்தல் மற்றும் வரிசைப்படுத்துதல் - கோப்பீட்டுமுறைகள் மையக்கோப்பீட்டுமுறைமற்றும் பரவலாக்கப்பட்ட கோப்பீட்டு-முறைகட்டகராதியின் பல்வேறு வகைகள்.

பகுதி 4

அலுவலக இயந்திரங்களும் சாதனங்களும் பல்வேறு சாதனங்களின் தேவைகள் - அலுவலக இயந்திரங்களைத் தேர்ந்தெடுப்பதற்கான அடிப்படைக்கோட்பாடுகள் - கணீப்பொறிமற்றும் புள்ளிவிவரங்களைத் தொகுத்தனிக்கும் இயந்திரம்.

பகுதி 5

அலுவலக அறிக்கைகள் - அறிக்கையின் வகைகள் - அமைப்புமற்றும் அறிக்கைகளின் செயலாக்கம் பொதுவணிகச் சொற்கள்.

பாடப்புத்தகம்

1. க. யரவுணுடுர் மற்றும் ராமர் அலுவலகமேலாண்மை பாலைபதிப்பகம் மதுரை

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	Managerial Economics	5 hrs week
Code: 13BBAC21		Credits: 4

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

Sankaran, Managerial Economics, Kalyani Publications, Chennai,2000.

Reference Books:

1. V.K. Gard, Indian Economic Problems, Tata MacGraw Hill, New Delhi,2000
2. Lekhi.R.K., Managerial Economics, Kalyani Publishers, Chennai,2008.
3. Lekhi .R.K., Jasvir Singh, Business Economics, Kalyani Publishers, Chennai, 2008.
4. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd,New Delhi, 1980.
5. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005.
6. Chopra, P.N.,Managerial Economics, Kalyani Publishers, Chennai, 2008

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Computer Application in Business	5 hrs week
Code:13BBAC22		Credits: 4

Objectives:

1. To understand the basic concepts of database management system.
2. To introduce them with the popular concept like Internet and E-Commerce.
3. To create awareness on application of computers in different business perspectives.

Unit – I

Introduction to MS Access - Database – Creating Database – Overview of tables and queries – Creating Tables – Creating View – Creating Forms – Creating Reports.

Unit – II

Networking - single & multi – user systems – networking concepts – advantages – types of network, protocols. Data communication – need, E-mail, FTP, remote login, and serial & parallel data transfer.

Unit – III

Internet and its applications - history – advantages – World Wide Web - linking with internet – Internet in India.

Unit – IV

E-Commerce an overview – definition - E-business – potential benefits of E-commerce – the intranet and WWW enablers of E-commerce – Input of E-commerce Security – Organizational Topics – Implications for Accounting Profession.

Unit – V

Business Applications of Computers – payroll, personnel records – inventory control - Automated Teller Machine advantages - disadvantages - system safeguard etc., credit card – debit card - Personal Identifications number(PIN) Corporate Banking.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Business Mathematics	6 hrs week
Code: 13BBAA21		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the Commercial Arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Association of Attributes-Introduction-Different between correlation and Association – Methods of studying Association –Proportion method-Yule’s co-efficient method-Association of Three Attributes.

Unit III:

Commercial Arithmetic – Interest – Simple - Compound - normal rate – effective rate – depreciation – present value – discounting of bills – face value of bills – banker’s discount – banker’s gain – normal due date – legal due date - calculation of period for banker’s discount and true discount .

Unit IV:

Differentiation – formulate – application of derivative – marginal cost – marginal revenue – elasticity – maxima and minima conditions – problems.

Unit V:

Matrices – definition and notation – addition of matrices – multiplication of matrices – matrix inversion – solving a system of linear equations (Matrix of order up to 3 X 3) using matrix inversion – rank of a matrix – testing consistency of linear equations.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

BBA I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Entrepreneurial	2 hrs week
Code:13BBAN21	Development	Credits: 2

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Entrepreneurship – meaning – definition – entrepreneurs – definitions – role – qualities of an entrepreneur – Challenges of Women entrepreneur.

Unit II:

Product and characteristics – types of products – consumer vs industrial – durable vs non-durable – intermediate – engineering vs non-engineering – demand based – technology based products.

Unit III:

Criterion for product selection – availability of market – technology – finance – raw material – skilled labour – water – power – transport – special licenses – infrastructural facilities .

Unit IV:

Analysis for project – market analysis – technical analysis and financial analysis.

Unit V:

Report writing – format of report – institutional arrangements for entrepreneurs – TICC – SIDCO – DIC – credit facilities from banks.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr.V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.
3. Saravanavel, Entrepreneurial Development, Himalaya Publication, New Delhi, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Principles of Accounting	6 hrs week
Code:13BBAC31		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, average due date and account current and to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Text Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Financial Accounting, Pass Publication, Madurai, 2007.

BBA II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	Banking Theory Law and Practice	6 hrs week
Code:13BBAC32		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Cheques – Crossing – Meaning – Definitions – kinds of crossing - Endorsement – Meaning – Definition – Types – Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence

Unit IV:

Bank lending – Principles of sound lending - Secured Vs Unsecured advances – Types of advances – Advances against various securities.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

- 1.K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
- 2.Vassant Desai,Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
- 3.P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.
4. Maheswari S.N., Banking Law & Practice, Kalyani Publishers, Chennai, 2008.
5. R.K.Sharma, Gupta Shashi, Banking and Foreign Trade, Kalyani Publishers, Chennai 2008.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Human Resource Management	5 hrs week
Code:13BBAC33		Credits: 4

Objectives

1. To understand the meaning and concept of Human resource management.
2. To understand the role of human resource management in real situation.
3. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- a. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
2. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
3. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
4. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC	2 hrs week
Code:13BBAS33	MANAGEMENT	Credits: 2

OBJECTIVES:

1. To understand the basic concept of Strategic management.
2. To identify the situations in Strategic management.
3. To familiarize with the basic Principles, Policies of Strategic implementation

Unit – I

Strategic Management : An Introduction:- Strategy/ Strategic Management; Definitions; Levels of Strategy; Core of competence – Approaches to strategy Making; Roles of different strategies; Strategic Management Process; Benefits and Relevance of Strategic Management; Limitation – Principles of Good Strategy – Strategic Management in India.

Unit – II

Mission, Objectives and Social Responsibilities :- Mission – Elements of Mission statement; Mission and Strategy- Objectives, Goals and Targets; Factors affecting objectives; Top-down and Bottom-up Approaches; Social Responsibility of Business - Social Audit.

Unit – III

SWOT Analysis and strategy formulation:- SWOT Analysis; Techniques for Environmental Analysis; Relating SW and OT; TOWS Matrix

Unit –IV

Strategy Implementation:- Steps in strategy Implementation – Leadership implementation; communicating the strategy; annual objectives; Functional Strategies; Resource allocation; development of policies; organizational implementation; evaluation and control; approaches to strategy implementation.

Unit – V

Strategy and Structure:- Strategy structure Relationship – Organisation – Principles and Types; Strategic control – premise control; implementation control; Strategic Surveillance; Special alert Control – Business portfolio Analysis – Trends in portfolio strategy.

Reference Book:

1. Entrepreneurship strategic Management – Sharma DD
2. Strategic Managemnt of Development Programe – Samuvelpaul
3. International strategic Managemnet – Srivastava.R.M.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Communicative Skills	2 hrs week
Code:13BBAS31		Credits: 2

Objective:

1. To enable them to develop skills in spoken English
2. To ignite interest in the listeners to speak English
3. To develop them in oral communication through constant practice

Unit I:

Pronunciation of words – Referring to the dictionary for the correct pronunciation. Basic knowledge of phonetic symbols and sounds peculiar to English language.

Unit II:

communication – Process - Importance – Barriers - Oral communication skills – Answering for meetings. Seminars. Conferences.

Unit III:

Dialogue between the students for different situations including telephone conversation- correction by the master. Students to choose a topic from the available topics and record them – Master to correct grammar, pronunciation, stress and intonation.

Unit IV:

To learn new words from the programs, speaking sentences using the words. Exercise in word making – Antonyms – Prefixes and suffixes – To solve crossword puzzles which are part of the programme.

Unit V:

Nonverbal communication skills – Postures ,Gestures.

Books and Audio – visual aids recommended

1. Power vocabulary, Visual & Media Works, Chennai.
2. Learn to speak English, Visual & Media Works and Chennai.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Information Management	2 hrs week
Code:13BBAS32		Credits: 2

OBJECTIVES:

1. To know the various aspects of management information system
2. To understand the concepts of data base management system
3. To understand the use of management information system in the functional areas management.

Unit-I

Concepts of Information – definition – historical development – communication model – mathematical – definition of information – redundancy - technical dimensions - data life cycle - value of information - in decision making and other situations

Unit-II

Data Processing – definition – evolution – needs – functions – systems – costs - transaction – data storage and Retrieval. Database – definition – characteristics - functions – advantages - providers – users - logical data concepts - data storage - types. Data base structures - file and data base organization.

Unit-III

Information system – concepts – definition – elements – characteristics - classification of system - System modeling – definition – benefits – classification – function and structure based - time referenced and uncertainty based. System Security – definition – characteristics - Layers of system security - types of security exposure.

Unit-IV

Structure of Management Information System - functions - steps in MIS design - gross and detailed design – structure - classical - activity - function and location - Client Based Structure. Issues in MIS structure – formal Vs informal. User machine interaction and extent of integration.

Unit-V

Information Based Support Systems – planning – control – decision making. Support system for knowledge management - functional areas of management - information systems for HRM, Financial Management, Marketing Management, Operations Management

Text Book:

1. Gordon B. Davis. Margrethe H.Olson. Management Information Systems, Tata McGraw Hill Publishing Company Ltd. New Delhi, 2007.

Reference Books

1. L. M. Prasad , Usha Prasad, Management Information Systems, Sultan Chand & Sons, New Delhi, 2007.
2. James A. O' Brein, Management Information Systems, Tata McGraw Hill, New Delhi,
3. Robert C. Nickerson, Business & Information Systems, Prentice hall of India Private Ltd, New Delhi, 2002.

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Working Capital Management	6 hrs week
Code:13BBAA41		Credits: 5

OBJECTIVES:

1. To enable the students to understand the concept of working capital management
2. To identify the factors of working capital management in India
3. To know the techniques and policies of working capital management

UNIT I

Introduction – nature of working capital – planning of working capital – management of working capital in India – problem aspects (simple problems only).

UNIT II

Management of cash and marketable securities – introduction – motives for holding cash – objectives of cash management- factors determining cash needs – strategies and Techniques of cash management – problem aspects (simple problems only)

UNIT III

Receivables management – Introduction - Objectives –Credit policies – credit terms – Collection policies – problem aspects (Simple problems only)

UNIT IV

Inventory Management – Introduction – objectives – Benefits – Techniques – EOQ Model – Problem aspects (Simple Problems only)

UNIT V

Working capital financing – Introduction – Trade credit – Bank credit – Commercial Papers – Certificate of deposits(CDs) – Factoring – Definition and mechanism- Problem aspects (simple problems only)

BBA II Year	Core Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Principles of Cost Accounting	6 hrs week
Code:13BBAC41		Credits: 4

Objectives:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Cost accounting – meaning – objectives – importance – advantages – cost accounting vs .financial accounting – cost accounting Vs. Management accounting – classification and elements of cost – components of total cost preparation of cost sheet

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials – labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit III:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit IV:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss
– Equivalent production.

Unit V:

Reconciliation of cost and financial accounting – meaning - need for reconciliation – procedure of reconciliation.

Text Book:

S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai,2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Problems and Solutions on Advanced Cost Accounting, Kalyani Publishers, Chennai , 2008.
2. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.
3. Dr. S.N.Maheswari , Advanced Costing, Kalyani Publishers, Chennai , 2007

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Organization Behaviour	6 hrs week
Code:13BBAC42		Credits: 4

Objective

1. To develop an understanding of interpersonal and organizational dynamics.
2. To develop the personality of an individual
3. To understand the emerging issues in organizational dynamics environment

Unit I:

Organizational Behaviour – definition – nature – key elements – distinctions – approaches. Foundation of human behaviour – challenges.

Unit II:

Individual dimensions of OB – definition - determinants – personality theories – types. Learning – theories – process – behaviour modification – attitude – perception

Unit III:

Group dynamics in organization – meaning – types – behaviour – cohesiveness – decision making – group development – stages

Unit IV:

Organizational culture – creation – sustaining – organization change process – causes of resistance to change – overcoming resistance to change

Unit V:

Organizational development – meaning – definitions – characteristics – process – methods – interventions – change agent

Text Book:

1. Shashi. K. Gupta & Rosy josh, Organizational Behaviour, Kalyani Publishers, New Delhi, 2000.

Reference Books:

1. L.M. Prasad, Organizational Behaviour, Sultan Chand, New Dehi, 2005.
2. Uma Sekaran, Organizational Behaviour, Tata McGraw Hill, New Delhi, 2000.
3. Fred Luthans, Organizational Behaviour, Tata McGraw Hill, New Delhi, 2006.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Environment of Business	5 hrs week
Code:13BBAC43		Credits: 4

Objectives:

1. To provide the basic knowledge about the business environment
2. To provide a foundation to understand the subjects like business policy.
3. To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy 1991-Evaluation of New Economic Policy- Privatization – nature – objectives- Public Sectors in India – growth – achievements – failures.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC's – merits and demerits of MNC's. Regulation globalization - challenges of globalization to Indian industry – WTO.

Text Book:

1. Francis Cherunilam, Business Environment Himalaya Publication House, New Delhi, 2008.

Reference Books:

1. Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
2. Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
3. Malik, Labour Law, Himalayan Publication House, New Delhi, 2005.
4. N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Retail Management	5 hrs week
Code:13BBAC44		Credits: 4

Objectives:

1. To enable the students to understand the concept of retail management
2. To enable the students to understand the various retail organizations
3. To develop the skills to understand the distribution channel in retail management

Unit I:

Retailing – meaning – evaluation – retailer in the distribution channel – retailer – functions – benefits – retailer scenario - current and future.

Unit II:

Retailing environment – economic – political – legal – technological – global competitive environment – type of competition frame work for analyzing competition

Unit III:

Retail organization and Formats – store based and non store based formats – generalist – specialist retailer – service retailing.

Unit IV:

Store management – role of store manager in store merchandising – item space allocation – arrangement self service – factor in self service – check out operations – check out system and productivity.

Unit V:

Understanding conception and consumer – changing consumer demographic – life style changes – shopping behaviour – retail and outlet choice – legal and ethical issues in retailing – retailing – Indian experience

Text Book:

1. Barry Berman and Joel R. Evans, Retail Management, PHI Publication, New Delhi, 2005.

Reference Books:

1. Michael Levy, Retailing Management, Baston A weitz Pvt Ltd. Delhi, 2007.
2. Petes Fleming, International Retail management, Jaico Publication, New Delhi, 2005.

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Organisation Development	6 hrs week
Code:13BBAA31		Credits: 5

OBJECTIVES:

1. To enable the students to know the basic concept of organization development
2. To understand the dimensions of organization development.
3. To acquaint them with the concepts of organization culture and climate

Unit – I

Organisation – Meaning – Nature – Objectives – Organisations and Change – Nature of Organisational Development – History of Organization Development – Dimensions of CD – Values of CD.

Unit – II

Organizational Development Process:- Systems Approach to Organizational Development – Process of Organizational Development – perceptions of CD – Operational components.

Unit – III

Organizational Development Interventions:- Organisational Development interventions – Nature and Type – Perspectives in OD Interventions – organization development Interventions – Managerial Grid Programme – Team Building – Life and Career planning interventions – Structure interventions.

Unit – IV

Organisational climate:- Organisational climate- Meaning - Features – Elements – Organisational culture – Meaning – Features – Impact- Significance of Organisational climate and culture – Organisational values and norms – Building Sound Organisational Climate and morale.

Unit – V

OD Strategies:- OD Strategies at work –Critical Evaluation – Conditions and Techniques for successful OD Effects – Future Prospects.

Reference Book:

1. Organisation Development – French.L.
2. Management of change and oprganisation development – Bhatia SK

BBA II Year	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:13BBAS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura’s year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines-Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs -Editor – Balvinder Singh, Chandigarh – 160 019

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Production Management	5 hrs week
Code:13BBAC51		Credits: 4

Objectives

1. To understand the basic concept of production management.
2. To identify the situations under which different flow of production is justified.
3. To familiarize with the basic types of plant layouts and the factors to be considered for designing layout.

Unit – I

Production management – meaning - definition – scope – importance – objective - basic manufacturing process

Unit – II

Plant location – factors affecting plant location – multi plant location decision. Plant layout – principles – methods – types – product – process and combination layout

Unit – III

Plant maintenance – organization for maintenance – types of maintenance – safety engineering – good house keeping

Unit – IV

Production systems – continuous – intermittent – mass flow production – batch and job order production.

Unit – V

Production planning and control – objectives and functions – steps – techniques – work study – method study and work measurement.

Text Book:

Dr. P. C. Sekar, R. Ponraj, and S. Saravanan, Production Management, Enpee Publications, Madurai.

Reference Books:

1. Elwood Buffa, Production Management, John Wiley & sons, New Delhi.
2. Goel, Production Management, Pragati Prakashan (V.P) Meerut.

BBA III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Financial Management	5 hrs week
Code:13BBAC52		Credits: 4

Objectives:

1. To enable the students to understand the concept of financial management
2. To enable the students to understand the various source of finance
3. To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: - finance - definition meaning –function of finance - financial Management: definition & meaning-functions of financial management –objectives of financial management - Source of Finance- Long term and Short term Source of finance.

Unit II:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit III:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit IV:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements .

Text Books:

- 1) Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Business Mathematics, Pass Publication, Madurai, 2007
- 2) M .Pandey, Financial Management, Vikas Publishing House Pvt ltd, 2000.
- 3) S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

- 1) Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
- 2) I. M .Pandey, Financial Management- Vikas Publishing House Pvt ltd,
- 3) R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008
- 4) R.K.Sharma & Shashi Gupta, Principles of Financial Management, Kalyani Publishers, Chennai,2008

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law	5 hrs week
Code:13BBAC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Introduction to Research Methodology	5 hrs week
Code:13BBAC54		Credits: 4

Objectives:

- 1) To enable the students to understand the techniques in research methods.
- 2) To enable the students to understand the applications of research.
- 3) To develop them in preparation of research report

Unit I:

Research Methodology – introduction – meaning – objectives – types – significance – scope of business research – qualities of good research – application of research – marketing – finance – personnel.

Unit II:

Steps in research – identification – selection and formulation of research problems – research design – formulation of hypothesis – review of literature.

Unit III:

Sampling techniques – types – steps – sampling and non sampling errors – Collection of data – primary data – interview – questionnaire – observation – pilot study – check list – pretest – Secondary data

Unit IV:

Processing and analysis of data – Checking – editing – coding – transcription tabulation - hypothesis function – importance –types – characteristics

Unit V:

Interpretation and report writing – types – contents of report – steps in drafting – use of library and internet in research.

Text Books:

1. Kothari, Research Methodology Methods & Techniques, Wiley Easter Ltd Publications.

Referance Books:

1. Research Methods in social Sciences – Dr.S.Nakkiran Dr.R.selvaraju – Himalaya Publishing House.
2. Research Methodology - Dr.A.Mutafa – Nayas Publications, Madurai.
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Research Methodology, Pass Publication, Madurai, 2007

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Services Marketing	6 hrs week
Code:13BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of service marketing
- 2) To familiarize with the management of service marketing
- 3) To identify the marketing strategy to be adopted in service organization.

Unit-I

Services marketing – definition – types – natures – characteristics – difference between services and products- Services marketing management- Management demand & Supply

Unit-II

Service marketing mix – meaning – definitions – service product pricing – promotion – meaning – definitions – place in service – people in service

Unit-III

Physical Evidence - marketing strategy in services

Unit-IV

Managing Services Quality - marketing of services - bank marketing – tourism marketing - hospital marketing – airline marketing

Unit-V

Implementation of Service Marketing – factors for successful implementation, causes of implementation – project management Usage of Computers in MIS - role of computers in functional information system- functional areas – the internet and business - business opportunities on internet – security – types of electronic commerce - activities.

Text Book:

1. Vasanthi Venugopal & Raghu V.H, Service Marketing, Himalaya Publishing House, New Delhi.

Reference Books

1. Appaniah, Reddy, Service Marketing, Himalaya Publishing House, New Delhi
2. Zwass, Management information system, Tata McGraw Hill, New Delhi,1998.
3. James O.Brien, Management Information System, Tata McGraw Hill, New Delhi,1997.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Investment Management	6 hrs week
Code: 13BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of Investment Management
- 2) To familiarize with the Financial Markets
- 3) To enhance the students to understand listing of securities

Unit I:

Investment - meaning – definition – nature – need – investment environment – scope – speculation – gambling - investment principles - investment process-risks of investment-measurement of risk.

Unit II:

Financial markets – Growth of financial institutions-legislative measures-new developments-kind of financial markets-new trends of the financial market

Unit III:

Securities markets - New issue market - organization structure of NIM - function of NIM-mechanics of floating new issue-secondary stock market - definition of stock exchange-function of stock exchange.

Unit IV:

Listing of securities - scope – objectives of listing – guidelines for listing of securities – advantages of listing – disadvantages of listing

Unit V:

Stock Brokers and Investors - Functions of a Brokerage Firm – Limitations – Brokerage Information – Kinds of Brokers – Kinds of Security Buyers / Investors

Text Book:

1. C. Gopalakrishan, Investment Management, Kalayani Publishers, Chennai, 2000.

Reference Books:

1. Prithi Sing, Investment Management, Sultan Chand, New Delhi, 2005.
2. S.K. Barua, V Raghunathan J. R. Varma, Portfolio Management, Tata Mc Graw Hill, New Delhi, 2005
3. Dr.V.Avadhani, Investment Management, Tata Mc Graw Hill, New Delhi, 2005

BBA III Year	Skill Based Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code:13BBAS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F13: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

BBA III Year	Core	Maximum Marks
Semester – 6		100
Code:13BBAC61	Marketing Management	Int: 25 Ext: 75
		5 hrs week
		Credit: 4

OBJECTIVES:

1. To enable the students to understand the modern concept of marketing.
2. To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
3. To familiarize with physical distribution system.

Unit I:

Marketing – Definition – Nature – Scope – Functions – Role of Marketing – Marketing Management – Definition – Role of Marketing Management – Types of Consumers – Consumer Behaviour Model.

Unit II:

Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing and internet marketing.

Unit V:

Advertising – Objectives – Types – Benefits – Criticism against advertising – Advertising as a process of communication – Media selection.

Text Book:

P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. G.B. Gupta, Marketing Management, Sultan chand, New Delhi, 2000.
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. C.N. Sontakki, Marketing Management, Kalyani Publishers, Chennai,2008.
4. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.
5. C.N.Sontakki, Marketing Management, Kalyani Publishers, Chennai, 2008.

BBA III Year	Core	Max Marks 100
Semester – 6	Management Accounting	Int: 25 Ext: 75
Code:13BBAC62		5 hrs week
		Credits: 4

Objectives:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs. financial accounting – management accounting Vs. cost accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements ,comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – Managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget
– Budgetary control – advantages – Limitation - Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1. Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Trichy, 2008.

Reference Books:

1. S.N. Maheswari, Cost accounting, Kalyani , New Delhi, 2000.
2. Richard M. N. Lynch Robert W. Williamson, Accounting for Management, Tata McGraw Hill,2000.
3. T.S.Reddy & Y. Hari Prasad Reddy, Management Accounting and Financial Control, S. Viswanathan Publishers Pvt. Ltd., 2007.
4. S.P.Jain and K.L.. Narang, Cost accounting – Practice and theory, Kalyani , New Delhi, 2000
5. P.V. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law	5 hrs week
Code:13BBAC63		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code:13BBAE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I:

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II:

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Books:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.
2. Kanti swarup, P.K. Gupta and Manmohan, Operations Research, Tata McGraw Hill, New Delhi, 2008
3. S.D. Sharma, Operations Research, Sultan Chand, New Delhi, 2005.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi,2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales Management	5 hrs week
Code:13BBAE61		Credits: 4

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1.C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
2. Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
3. C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

BBA III Year	Elective	Max Marks 100 Ext: 100
Semester – 6	Project Work	6 hrs week
Code:13BBAP61		Credits: 5

Objectives:

1. To facilitate the students to gain the practical knowledge in the project work.
2. To enable the students to gain the Research Experience.
3. To enable the students to understand the Application of Computer.

Project Work

The project work shall be assigned to each student at the end of the fifth semester. The project report shall not be less than 80 typed written pages and a copy of the report shall be submitted to the department on or before 31st March in the Sixth semester. The project report shall be valued by the external examiner.

BBA III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Personality Development	2 hrs week
Code:13BBAS61		Credits: 2

Objectives

1. To understand the human behaviour
2. To understand the factors influencing the behaviour modification of an individual.
3. To acquaint them with the various concepts of behavioural process.

Unit – I

Individual Behaviour – understanding human behaviour – factors influencing individual behaviour - model of man

Unit – II

Learning and Behaviour Modification – definition – nature – theories of learning – shaping behaviour reinforcement and its kinds – use of reinforcement – Team Development - definition, characteristics of effective Team, Importance – Types – Techniques used in Building team performance.

Unit – III

Perception – definition – nature – importance – process - factors influence the perceptual set – perceptual selection – organizing – distortion – relevance of perception.

Unit – IV

Attitude - meaning and definition – nature – components - attitudes in relation to opinion - sources – types – functions – measurement of attitude – barriers.

Unit – V

Personality – introduction – definition - personality dimension - determinations of personality
- types of personality - theories of personality

Text Book:

1. Dr. P. C. Sekar, Individual Development, Enpee Publications, Madurai.

Reference Books:

1. Shashi. K. Gupta, Organizational Behaviour, Kalyani Publishers Ludhiana, New Delhi, 2004
2. R. Matchakalai, L. Saraswathi, Personality Development, Annai Publications, Madurai.
3. You can win – Shiva Khera, Macmillan India Ltd, New Delhi, Ed 2002



B.Com I Year	Part I – Tamil	Max Marks 100
Semester – 1		Int: 25 Ext: 75
Code:13BCOMRL11	tzpff;fbjq;fs;	6 hrs week
		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf;
FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; -
MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk;
rhp;fl;LYk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j
fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if
MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code: 13BCOMCL13	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 13) To expose students to functional aspects of English language.
- 14) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 15) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 4) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci -John Keats

UNIT: III SHORT STORY

9. Refound -Fitzgerald
10. How much land does a man need -Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 17) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 18) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 19) Prof. A. E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 20) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications,

Madurai.Rs.40/.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Financial Accounting – I	5 hrs week
Code:13BCOMCC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Fundamentals of Computers & C Programming	5 hrs week
Code:13BCOMCC13		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – Necessity of computers, Computer generations, Types of computers - Functional Computers and their interactions, Input and Output storage devices - Application of computers

Unit II:

System Requirements-Introduction to word processing-Starting MS Word, Customizing the Work Place-Types of views and styles, Columns-Tables-Mail merges. Introduction to spread sheet, Basic skills for working with spread sheet editing, protecting spread sheets- Moving, Deleting, Copying cells..

Unit III:

Overview of C – Constants, variable and data types – Operators and expressions – managing input and output operators

Unit IV:

Decision making with if statement – else if, ladder, switch statement - ? Operator – while statement, do statement, for statement. Arrays one dimensional – two dimensional and multidimensional arrays.

Unit V:

Handling of character strings – user defined functions – recursion – functions with arrays pointer declaring and initializing pointers – pointer expressions – pointer and arrays – pointer and functions
Structures – Structure definition.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

3. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
4. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (CA) I Year	Allied Subject	Max Marks 100
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		Int: 25 Ext: 75
Semester – 1	Programming in C Lab	6 hrs week
Code:13BCOMCA11		Credits: 5

OBJECTIVES:

1. To enable the students to understand the basic program in C.
2. To enrich students to do different business, mathematical problems.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
13. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
13. To solve Quadratic Equation-Switch
13. To perform binary search using Function
16. To find NCR and NPR Values using function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Introduction to Accounting	2 hrs week
Code: 13BCOMCN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

BBA I	Part I - TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester - II		
17BBAL21	அலுவலகமேலாண்மை	6 hrs week Credits: 3

பகுதி 1

அலுவலகமேலாண்மை - இலக்கணம் - நவீன அலுவலகத்தின் அமைப்புமுறைகள் - நவீன அலுவலகத்தின் இலக்கணம் - செல்பாடுகள் மற்றும் முக்கியத்துவம் - மேலாண்மை மற்றும் அமைப்பு - அலுவலகமுறைமற்றும் அன்றாட நடவடிக்கைகள் - பணிப்போக்கு ஒப்படைப்பு செயல்முறைகள் - அதிகாரத்தை பரவலாக்குதல் - அலுவலகவளமை வகைகள் - வளமைகளைத் நயாரித்தல் - பயன்படுத்துதல் மற்றும் அமைப்புத்திட்டம் - பணிக்கேற்ற சூழ்நிலை-பணியை எளிதாக்குதல்.

பகுதி 2

அஞ்சலகமுறைகடிதப்போக்குவரத்திற்கும் - பதிவேடுகளைப் பராமரித்தல் - தபால்களைக் கையாளுதல் - அஞ்சல் துறையை அமைத்தல் - மையப்படுத்தப்பட்ட அஞ்சல் பணி-உள்ளடும் மற்றும் வெளிதொடர்பு-வாய் மொழிதகவல் தொடர்புமற்றும் எழுத்து மூலம் தகவல் தொடர்புபதிவேடுகளை உருவாக்குதல் - எழுத்துப் பணிகள் அலுவலக அறைகள் - படிவக் கட்டுப்பாடு-வடிவமைப்பு-தொடர்பு முதுபொருள்.

பகுதி 3

கோப்பிலிடுதல் - நல்லகோப்பீடுமுறையின் முக்கிய அம்சங்கள் - வகைப்படுத்தல் மற்றும் வரிசைப்படுத்துதல் - கோப்பீட்டுமுறைகள் மையக்கோப்பீட்டுமுறைமற்றும் பரவலாக்கப்பட்டகோப்பீட்டு-முறைகட்டகராதியின் பல்வேறு வகைகள்.

பகுதி 4

அலுவலக இயந்திரங்களும் சாதனங்களும் பல்வேறுசாதனங்களின் தேவைகள் - அலுவலக இயந்திரங்களைத் தேர்ந்தெடுப்பதற்கான அடிப்படைக்கோட்பாடுகள் - கணீப்பொறிமற்றும் புள்ளிவிவரங்களைத் தொகுத்தனிக்கும் இயந்திரம்.

பகுதி 5

அலுவலக அறிக்கைகள் - அறிக்கையின் வகைகள் - அமைப்புமற்றும் அறிக்கைகளின் செயலாக்கம் பொதுவணிகச் சொற்கள்.

பாடப்புத்தகம்

1. க. யரவுணுடுர் மற்றும் ராமர் அலுவலகமேலாண்மை பாலைபதிப்பகம் மதுரை

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 13BCOMCL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 13) To introduce them to a few classics in English poetry
- 14) To develop their writing skills.
- 15) To give ample practice in grammar.

UNIT: I PROSE

- 5) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

4. Some Words With a Mummy - Edgar Allan Poe
5. The Ant and the Grasshopper - W. Somerset Maugham
6. The Dying Detective - Sir Arthur Connan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 17) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 18) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 19) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 20) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Financial Accounting - II	5 hrs week
Code: 13BCOMCC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to consignment and joint venture.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

5. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
6. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
7. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Visual Basic Theory	5 hrs week
Code: 13BCOMC22		Credits: 4

OBJECTIVES:

1. To enable the students to acquaint knowledge on project tools.
2. To enable the students to understand the list of arrays
3. To acquaint them with the concept of visual basic.

Unit I :

Starting a new project – The Properties of Window – Common form Properties – Scale Properties –Color properties. Types creating stand alone windows programs. Properties of command buttons – simple event procedure for command buttons. Navigation between controls – msg boxes the grid – The ASCII.

Unit II :

Statements in VB – Variables – Setting properties with code – data types – working with variables – The format function - picture boxes – rich text boxes – the printer object – determine loops – making decisions – select case – nested if – then 's the GOTO – string – functions.

Unit III:

Functions procedure – sub procedures – Advanced uses of procedures and functions – using the object browser to Navigation among your sub programs. List : Arrays – more than one dimension arrays – using lists and arrays with function and procedures.

Unit IV:

The with statement – Enums – control array - List and combo boxes – the flex grid control .
Code Modules :

Unit V

Global procedures – The Do events function and sub main – Accessing windows functions – Error trapping - creating and object in VB.

Text Book:

1. Paul Sheriff, Visual Basic, PHI Publishers, New Delhi, 1999.

Reference Books:

1. Gray Cornell, Visual basic 6.0 from the Ground Up –, Tata McGraw, New Delhi, 2000.
2. Peter Norton & Michel Groh, Guide to VB 6.0, Techmedia , New Delhi, 1998.
3. Evengelus Petrontsons, Mastering VB 6.0, BPB Publishers, New Delhi, 2000.

B.Com (CA) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Visual Basic Lab	6 hrs week
Code: 13BCOMCA21		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint the Practical knowledge on project tools.
2. To enable the students to understand the list of arrays in VB programs
3. To acquaint them with the concept of visual basic

Write the program

- 1) Objective type Questionnaire
- 2) Arithmetic calculator
- 3) Design a clock
- 4) Design a calculator
- 5) Menu creation – with simple file and edit option.
- 6) Designing a color mixer using basic colors.
- 7) Picture Animation
- 8) Sequential file writing and reading
- 9) Viewing records using data control
- 10) Adding records to database using data control

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Advertising and Sales Promotion	2 hrs week
Code: 13BCOMCN23		Credits: 2

OBJECTIVES:

1. To equip the students in Advertising Media
2. To equip the students in Environment of Advertising
3. To get knowledge about the Industrial Advertising in India

Unit I:

Advertising: Nature and Scope of Advertising – Type – Functions – Advertising and Ethics – Industrial Advertising in India – Difference between Advertisement and publicity.

Unit II:

Advertising Agency: The Advertiser – advertising agency – functions, structure – profile of India’s top 5 advertising agencies.

Unit III:

Creating Advertisement and Commercials: Creativity, Create Advertisement copy, Copy writer, and elements of Advertisement copy – Types

Unit IV:

Advertising Media: Media Types – Strategy and planning – Print media – Electronic Media

Unit V:

Sales Promotion – meaning – importance – tools – techniques – sales promotion through merchandising – merits and limitations.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management , Sultan Chand, New Delhi,2004..

Reference Books:

1. J. John Burnett, Promotion Management, Tata McGraw Hill, New Delhi, 2000.
2. Sethia & Chunawalla, Foundations of Advertising Theory and Practice, Sultan Chand, New Delhi, 1999.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi,2004

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Partnership Accounting	6 hrs week
Code:13BCOMCC31		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the basic principles of partnership accounts
- 2) To enable the students to understand the procedure of partnership accounts
- 3) To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit I:

Partnership – definition – provisions relating to partnership accounting – Fixed and fluctuating Capitals - appropriation of profits – past adjustments – guarantees – Admission of partners – goodwill – revaluation of assets & liabilities – accumulated profit and losers and reserve.

Unit II:

Retirement of partners – transfer of balances due to retired partner – purchase of retiring partners share by the remaining partners – Death of a partner – Treatment of joint life policy – settlement of amount due to legal representatives.

Unit III:

Amalgamation of partnership firms – Sale to a Company

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++	5 hrs week
Code: 13BCOMCC32		Credits: 4

OBJECTIVES:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) TO enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Unit I:

Object – Oriented Programming – Introduction - benefit – Application – Beginning with C++
Tokens – expressions and control structures.

Unit II:

Functions in C++ - Classes and Objects – constructors and destructors

Unit III:

Operator over loading and data type conversions – Inheritance – Extending classes – pointers
– Virtual
functions and – polymorphism.

Unit IV:

Managing console I/O operations – working with files – templates.

Unit V:

Exception handling – Introduction – Introduction to the standard template library –
manipulating
Strings

Text Book:

1. E. Bala gurusawamy, Object Oriented Programming in C++, Tata McGraw, New Delhi, 2005.

Reference Book:

1. Yaswath Kanetkar, Let Us C++, Tata McGraw Hill, New Delhi, 2005.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++ Lab	6 hrs week
Code: 13BCOMCC33		Credits: 5

Objectives:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) To enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Write the Program to find

- 1) Find the Fibonacci Series
- 2) Whether a given number is odd or even.
- 3) Print odd numbers between 1 to N.
- 4) Convert integer in the range 1 to 100 in words.
- 5) Arrange a set of numbers in ascending and descending order.
- 6) Write a program to compare two files and printing the character position where they are equal where they are differ.
- 7) Write a program to create any two related files and merging the fields.
- 8) Write a program in payroll using structures.
- 9) Write a program in storage management system using pointers.

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Business Statistics	6 hrs week
Code: 13BCOMCA31		Credits: 5

OBJECTIVES:

- 1) To help the students to conduct a statistical investigation
- 2) To apply statistical tools for analysis of data
- 3) To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	E – Commerce	2 hrs week
Code: 13BCOMCS31		Credits: 2

Objectives:

- 1) To enable the students to understand Import and Export Procedure
- 2) To enable the students to understand the Import and Export Documentations
- 3) To enable the students to Packing and Marketing

Unit I

Electronic Commerce Framework – anatomy of E-Com Application – organization application – consumer application – internet technology

Unit II

WWW as architecture - consumer oriented applications – mercantile process models – types of electronic payment system.

Unit III

Document library – types of digital documents – issues begin document infrastructure – corporate data warehouse

Unit IV

Advertising on internet – chatting the online marketing process – E-Com catalogs – information filtering

Unit V

Computer based education and training – digital copy rights – tele script agent language – scale – tel – applets – software agent in action

Text Book:

1. Vijayalakshmi sundaram, E-Commerce, Meenakshi Pathipagam, Madurai, 2005.

Reference Books:

1. Ravikala kota and Andrew whiston AB Frontier, Electronic Commerce, Tata McGraw Hill, New Delhi, 2005.
2. David Whitely, Technologies and Applications, Tata McGraw Hill, New Delhi, 2002
3. Kamalesh K.Bajaj , Debajan, Nag , E- Commerce the cutting edges of Business, Tata McGraw Hill, New Delhi, 2000

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Fundamentals of Internet and Web Technology	2 hrs week
Code:13BCOMCS32		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on computer networks
2. To defining web server
3. To acquaint them with the VB script.

Unit I:

Computer Networks – Topologies – Layers – Bridges, Routers, and Gateways – Types of Networks.

Unit II:

Basics of Internet – Address and Names for the Internet, web objects and sites – e-mail – World Wide Web – File Transfer.

Unit III:

Web Server – types – internet chat. The Proxy Server – The Virus menace, – Firewalls – Browser types – Data security.

Unit IV:

Creating a Web-Site – Hyper Text and HTML – Document structuring tags – Special tags, HTML – XML

Unit V:

Introduction to Search Engines – Channels push technology. Wireless Application – Protocols – Architecture, –WML Architecture – application.

Text Book:

- 1) Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2000.

Reference Books:

1. Bob Breedloveetal, Web programming Unleashed, Dream Tech Press, New Delhi, 2000.
2. Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2005.
3. Daniel Minoli, Emma Minoli, Web Commerce Technology Handbook, Tata McGraw Hill Publishing Co., Ltd., 1999.
4. Raj Kamal, Internet and Web Technologies, Tata McGraw Hill Publishers, New Delhi, 2002.
5. Paul J.Perry, World Wide Web Secrets, Comdex Computer publishing, New Delhi, 1996.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MS OFFICE Lab	5 hrs week
Code: 13BCOMCS33		Credits: 5

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentations.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com(CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Corporate Accounting - I	6 hrs week
Code: 13BCOMCC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

Unit I:

Issue of shares –accounting procedure for issue of equity & preference shares at par and discount and premium – calla in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures.

Unit II:

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

Unit V:

Liquidator's final statement

Text Book:

S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai,2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi,2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4		5 hrs week
Code: 13BCOMCC42	Cost Accounting	Credits: 4

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4		5 hrs week
Code: 13BCOMCC43	Oracle and its Application	Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

Unit I

Data base –Definitions and Examples-Decentralized and centralized storage-database versus traditional file processing.

Unit II

DBMS concepts-Distributed database roles in the DBMS environments-database Architecture-schema.

Unit III

Three schema structures-logical, physical and data independence-database Languages and interfaces-data models-classification of models: hierarchical, network, relational, object-based data models.

Unit IV

Transaction states-commit point, Rollback-concurrency control techniques-Locking-techniques and types of Locking-time stamping and multiversions-Data integrity, Database security and authorization-Backup and recovery.

UNIT-5:

Relational model-Domains, Table(relations),Tuples(rows) and attributes-Relationship and their types-Normalization –First, second, Third, Fourth Normal forms- Decentralization-Triggers and Cursors

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RDBMS Lab - ORACLE	6 hrs week
Code: 13BCOMCC44		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

List of Programs

1. Data Definition Language (DDL) commands in RDBMS.
2. Data Manipulation Language (DML) and Control Language (DCL) commands in RDBMS.
3. High-Level Language extension with Cursors.
4. High-level Language extension with Triggers.
5. Procedures and Functions.
6. Embedded SQL.
7. Database design using E-R Model and Normalization.
8. Design and Implementation of Payroll processing system.
9. Design and Implementation of Banking system.
10. Design and Implementation of Library Information system..

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Business Mathematics	6 hrs week
Code: 13BCOMCA41		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

UNIT III:

Commercial arithmetic-simple & compound interest - present value-discounting of bills-face value of bills-banker’s discount-banker’s gain-normal due date-legal due date-calculation of period for bankers discount and true discount.

UNIT-IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and subtraction – Multiplication – Properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

UNIT -V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power Function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function – Derivative of the quotient of a Two Function – Derivative of the Function of a Function –

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (CA) II Year	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:13BCOMCS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura's year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva,Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines-Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs -Editor – Balvinder Singh,Chandigarh – 160 019

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Human Resource management	5 hrs week
Code: 13BCOMCC51		Credits: 4

Objectives

4. To understand the meaning and concept of Human resource management.
5. To understand the role of human resource management in real situation.
6. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- b. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

5. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
6. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
7. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
8. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Income Tax Law And Practice – I	5 hrs week
Code: 13BCOMCC52		Credits: 4

OBJECTIVES:

1. To help the students to gain knowledge of Income Tax Law and Practice.
2. To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
3. To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

- c. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law – I	5 hrs week
Code: 13BCOMCC53		Credits: 4

OBJECTIVES:

1. To understand the impact of business law on business
2. To provide the students with the latest development in the field of business law
3. To equip the students with, the application of business law on practical situations.

Unit I:

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II:

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III:

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V:

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Technology	5 hrs week
Code: 13BCOMCC54		Credits: 4

OBJECTIVES:

1. To make the students to understand the concept of multimedia.
2. To understand the concept of multimedia techniques.
3. To enrich the knowledge of about multimedia.

Unit I:

Introduction- Objectives-History of Multimedia-Its market- copyright- Resources for multimedia developers- Types of products-Evolution –Hardware Architecture- software library – drivers.

Unit II:

Text and Graphics –Elements of text-text data files-using text in multimedia application-hypertext-elements of graphics-images and colors-graphics files and application formats-obtaining images for multimedia use – using graphics in applications.

Unit III:

Digital Audio and video- Characteristics of sound and digital audio-digital audio systems-MIDI – audio for content -background as video- characteristics of digital video-digital video data sizing- video capture and play back systems- computer animations.

Unit IV:

Product design and authoring tools-Building blocks-classes of products-content organizational strategic – story boarding-multimedia tool features - categories of authoring tools-selecting the right authoring paradigm.

Unit V:

Multimedia and internet- internet- client/server technology-communication protocols- internet addressing –internet functions-origin of www- html and web authoring- web page development- multimedia consideration for web pages.

Text Book:

1. David Hillman, Multimedia technology and applications, Golgotha Publications 1998.

Reference Book:

1. Tay Vaughan, Multimedia making its work , Tata MC GrawHill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design , Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	JAVA LAB	6 hrs week
Code: 13BCOMCE51		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint knowledge on constants and data types.
2. To understand in defining a class and accessing class.
3. To acquaint the students with the applets and files.

List of Java programming

- 1) Arrays and flow control statements.
- 2) Runtime Exception and I/O exception.
- 3) Multithreading.
- 4) Layout management.
- 5) GUI Components (Labels, Check box, Menus, Text, etc.,)
- 6) Event handling (Focus Events, Key Events, Paint Events, Text Events, Mouse Events, Windows Events, etc.,)
- 7) Animation and Images.
- 8) Java applet.
- 9) Java files management methods.
- 10) Java streams.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Lab	6 hrs week
Code: 13BCOMCE52		Credits: 5

OBJECTIVES:

1. To make the students to understand logic of Multimedia.
2. To understand Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code: 13BCOMCS52		Credits: 2

OBJECTIVES:

1. To give practical knowledge on accounting through computers.
2. To enable the students to understand the Tally
3. To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F13: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Management Accounting	5 hrs week
Code: 13BCOMCC61		Credits: 4

OBJECTIVES:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting vs. cost accounting – limitations of management accounting.

Unit –II

Analysis and interpretation of financial statements - common size statements, comparative statements – Trend analysis. Ratio analysis – meaning – classification ratio – Coverage ratio, Turnover ratio, Financial ratios – Advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

Unit –III

Cash flow and funds flow statements(simple problems only) – Importance – Steps in Preparation – Managerial uses. Changes in working capital. Preparation of funds from operation – Funds Flow statement.

Unit –IV

Cost – volume – profit analysis – marginal costing and break – even analysis - application of managerial costing for managerial decision. Marginal costing – Advantages, Disadvantages.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages – Limitation – Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1.S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1.S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2.P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3.Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law - II	5 hrs week
Code: 13BCOMCC62		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai, 2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Income Tax Law and Practice - II	5 hrs week
Code: 13BCOMCC63		Credits: 4

OBJECTIVES:

1. To enable the students to gain knowledge of the provisions of the income tax law and their application.
2. To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
3. To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code: 13COMCE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (CA) Final Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales management	6 hrs week
Code: 13BCOMCE62		Credits: 5

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 1) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 2) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 3) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (CA) III Year	Elective	Max Marks 100 Ext: 100
Semester – 6	Project Work	6 hrs week
Code: 13BCOMCP61		Credits: 5

Objectives:

1. To facilitate the students to gain the practical knowledge in the project work.
2. To enable the students to gain the Research Experience.
3. To enable the students to understand the Application of Computer.

PROJECT WORK

The project work shall be assigned to each student at the end of the fifth semester. The project report shall not be less than 80 types written pages and a copy of the report shall be submitted to the department on or before 31st March in the Sixth semester. The project report shall be valued by the external examiner.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int: 100
Semester – 6	Commerce Practice	2 hrs week
Code: 13BCOMCS61		Credits: 2

Objectives:

1. To enable the students to under the commerce practice
2. To enable the students to prepare the various forms in the business firms
3. To enable the students to understand the stock exchange

Unit I:

Filling up of Money order form – Telegram form, Layout of a business letter, designing of forms for office purpose, Preparation of Vouchers, Invoice and Cash receipts – Telephone Etiquette – Handing of Visitors. Format of Joint Stock Company Balance sheet model of partnership deed

Unit II:

Cost sheet Specimen of Stock Sheet / Register, payroll/wage Sheet, Form of Bin and Time Card, Filling of martial order and martial requisition, Issue register Chart of an Organization structure.

Unit III:

Filling up of an account opening form ,Knowledge of various forms used in day –to- day banking – Cheque – pay –in-slip Withdrawal form – Transfer form – Draft, Form of Bill exchange and promissory note, Fixed deposit Receipt ,Safe Custody Receipt, form of letter of Credit, Currencies of different countries, ATM, Debit and Credit Card.

Unit IV:

Collection of different types of advertisement, Preparation of advertisement copy, analyzing brand names – Publishing the products in the market.

Unit V:

Filling up of Equity share application and mutual fund form, share, mutual fund and Bond certificates. Procedure of sending share certificate along with Transfer deed for name transfer, Dividend warrant, filling up of Proxy form.

Note: Students have to submit a practical note book consisting of the specimen format of all the above document mentioned in the syllabus.

B.COM ACADEMIC YEAR 2013-2014

B.Com I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:13BCOMRL11		Credits: 3

Nehf;fq;fs;:

4. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
5. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
6. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (Reg) I Year	Part-II – English	Max: 100 Int: 25 Ext: 75
Semester – I		

Code:13BCOMRL13	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 16) To expose students to functional aspects of English language.
- 17) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 18) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 5) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils - William Wordsworth
2. La Belle Dame Sans Merci - John Keats

UNIT: III SHORT STORY

11. Refound-Fitzgerald
12. How much land does a man need - Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 21) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 22) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 23) Prof. A. E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 24) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.

B.Com (Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Financial Accounting – I	5 hrs week
Code:13BCOMRC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com(Reg) I Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 1	Principles of Management	5 hrs week
Code: 13BCOMRC13		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit – I

Management – Meaning, Nature, Level of Management – Schools of Management Thought – F.W. Taylor, Henry Fayol - Administration vs Management.

Unit –II

Planning – Meaning- Importance – Process of planning – Forecasting – Techniques of Forecasting – Decision making – Importance and process.

Unit –III

Organization – Meaning – Importance – Principles of Organizations – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control.

Unit –IV

Staffing – Recruitment, Selection, Training – Direction – Leadership- Importance – Qualities-styles- Communication – Importance types – Barriers to communication - Motivation, Financial and Non Financial.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

- 1.L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.BGupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.

B.Com(Reg) First Year	Allied	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Managerial Economics	6 hrs week
Code:13BCOMRA11		Credit: 5

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand or sales forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2000.

Reference Books:

1. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005
2. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai, 2008.
3. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd, New Delhi, 1980.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Introduction to Accounting	2 hrs week
Code: 13BCOMRN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

BBA I	Part I - TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester - II		
17BBAL21	அலுவலகமேலாண்மை	6 hrs week Credits: 3

பகுதி 1

அலுவலகமேலாண்மை - இலக்கணம் - நவீன அலுவலகத்தின் அமைப்புமுறைகள் - நவீன அலுவலகத்தின் இலக்கணம் - செல்பாடுகள் மற்றும் முக்கியத்துவம் - மேலாண்மை மற்றும் அமைப்பு - அலுவலகமுறைமற்றும் அன்றாட நடவடிக்கைகள் - பணிப்போக்கு ஒப்படைப்பு செயல்முறைகள் - அதிகாரத்தை பரவலாக்குதல் - அலுவலகவளமை வகைகள் - வளமைகளைத் நயாரித்தல் - பயன்படுத்துதல் மற்றும் அமைப்புத்திட்டம் - பணிக்கேற்ற சூழ்நிலை-பணியை எளிதாக்குதல்.

பகுதி 2

அஞ்சலகமுறைகடிதப்போக்குவரத்திற்கும் - பதிவேடுகளைப் பராமரித்தல் - தபால்களைக் கையாளுதல் - அஞ்சல் துறையை அமைத்தல் - மையப்படுத்தப்பட்ட அஞ்சல் பணி-உள்ளடும் மற்றும் வெளிதொடர்பு-வாய் மொழிதகவல் தொடர்புமற்றும் எழுத்து மூலம் தகவல் தொடர்புபதிவேடுகளை உருவாக்குதல் - எழுத்துப் பணிகள் அலுவலக அறைகள் - படிவக் கட்டுப்பாடு-வடிவமைப்பு-தொடர்பு முதுபொருள்.

பகுதி 3

கோப்பிலிடுதல் - நல்லகோப்பீடுமுறையின் முக்கிய அம்சங்கள் - வகைப்படுத்தல் மற்றும் வரிசைப்படுத்துதல் - கோப்பீட்டுமுறைகள் மையக்கோப்பீட்டுமுறைமற்றும் பரவலாக்கப்பட்டகோப்பீட்டு-முறைகட்டகராதியின் பல்வேறு வகைகள்.

பகுதி 4

அலுவலக இயந்திரங்களும் சாதனங்களும் பல்வேறுசாதனங்களின் தேவைகள் - அலுவலக இயந்திரங்களைத் தேர்ந்தெடுப்பதற்கான அடிப்படைக்கோட்பாடுகள் - கணீப்பொறிமற்றும் புள்ளிவிவரங்களைத் தொகுத்தனிக்கும் இயந்திரம்.

பகுதி 5

அலுவலக அறிக்கைகள் - அறிக்கையின் வகைகள் - அமைப்புமற்றும் அறிக்கைகளின் செயலாக்கம் பொதுவணிகச் சொற்கள்.

பாடப்புத்தகம்

1. க. யரவுணுடுர் மற்றும் ராமர் அலுவலகமேலாண்மை பாலைபதிப்பகம் மதுரை

B.Com (Reg) I Year	Part-II - English	Max: 100
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Semester – II		Int: 25 Ext: 75
Code: 13BCOMRL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week Credits: 6

OBJECTIVES:

- 16) To introduce them to a few classics in English poetry
- 17) To develop their writing skills.
- 18) To give ample practice in grammar.

UNIT: I PROSE

- 6) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

7. Some Words With a Mummy - Edgar Allan Poe
8. The Ant and the Grasshopper - W. Somerset Maugham
9. The Dying Detective - Sir Arthur Conan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 21) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 22) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 23) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 24) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Financial Accounting - II	5 hrs week
Code:13BCOMRC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to account current and Average due date.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (Reg) I Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 2	Company Organization	5 hrs week
Code: 13BCOMRC22		Credits: 4

OBJECTIVES:

1. To acquire a basic knowledge about company organization.
2. To develop skills so as to apply in the company's various practical situations.
3. To understand the various procedures of company organization.

Unit I:

Company- Definition-Features-Kinds of companies-Company formation- promotion & incorporation-steps and formalities – Memorandum of association – Articles of association

Unit II:

Prospectus – definition – issue – registration – statement in lieu of prospectus – issue of shares and Debentures-various classes-Allotment-calls on shares- Transfer- Transmission of shares-Issue of share certificates and share warrants.

Unit III:

Board of Directors – Managing directors, General Manager-Status-Appointment-Rights-Duties and Liabilities-Secretary and Auditors-Status-Appointment-Termination-Remuneration

Unit IV:

Company meetings – kinds of meetings – issue of notice – agenda – quorum – proxies - motions and resolutions.

Unit V:

Winding up – meaning – kinds – modes – procedure of winding up by the court – voluntary winding up - reasons.

Text Book:

1. N.D. Kapoor, Elements of Mercantile Law, Sultan Chand, New Delhi, 2005.

Reference Book:

1. R.Thirunavukkarasu M.Shanthi, Company Organization- Merit India Publications, Madurai
2. R.S.N. Pillai & V. Bhagavathi, Business law, Sultan Chand, New Delhi, 2000.

B.Com (Reg) I Year	Allied	Max Marks 100
Semester – 2	Principles and Practice of Insurance	Int: 25 Ext: 75
Code:13BCOMRA21		6 hrs week
		Credits: 5

OBJECTIVES:

1. To familiarize the students with the basic principles and practice of insurance.
2. To expose the students about Life Insurance and General Insurance
3. To enable the students to be familiar with Insurance Business in India

Unit – I

Insurance – Origin – Meaning – Nature – Scope – Types – Elements – Objective – Function – Principles – Contract of Insurance – Essentials – Insurable Interest.

Unit – II

Life Insurance – Nature – annuities – selection of risk – measurement of risk and mortality table – calculation of premium – Treatment of sub – Standard risk – the reserve – investment of funds – surrender value – valuation and surplus. Types of policies – Good Faith, Insurable interest, indemnity, subrogation.

Unit – III

Fire Insurance: nature and uses of fire insurance – Fire insurance contract – kinds of policies – policy conditions – rate fixation in fire insurance. Settlement of claims – under insurance

Unit – IV

Marine insurance: nature of marine insurance contract - marine insurance policies – policy conditions – premium calculations – marine losses – Payment of claims.

Unit – V

Other Insurance : Motor Insurance, Burglary and personal accident insurance. Agriculture insurance – Crop Insurance

Text Book:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2005

Reference Books:

1. M.N.Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 1999.
2. Venkopal Rao, Insurance Law in India, Tata McGraw Hill, New Delhi, 2000.
3. Smith, Marine Insurance, New Book House, Chennai, 1997.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Advertising and Sales Promotion	2 hrs week
Code: 13BCOMRN23		Credits: 2

OBJECTIVES:

1. To equip the students in Advertising Media
2. To equip the students in Environment of Advertising
3. To get knowledge about the Industrial Advertising in India

Unit I:

Advertising: Nature and Scope of Advertising – Type – Functions – Advertising and Ethics – Industrial Advertising in India – Difference between Advertisement and publicity.

Unit II:

Advertising Agency: The Advertiser – advertising agency – functions, structure – profile of India’s top 5 advertising agencies.

Unit III:

Creating Advertisement and Commercials: Creativity, Create Advertisement copy, Copy writer, and elements of Advertisement copy – Types

Unit IV:

Advertising Media: Media Types – Strategy and planning – Print media – Electronic Media

Unit V:

Sales Promotion – meaning – importance – tools – techniques – sales promotion through merchandising – merits and limitations.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management , Sultan Chand, New Delhi,2004..

Reference Books:

1. J. John Burnett, Promotion Management, Tata McGraw Hill, New Delhi, 2000.
2. Sethia & Chunawalla, Foundations of Advertising Theory and Practice, Sultan Chand, New Delhi, 1999.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi,2004

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Partnership Accounting	6 hrs week
Code:13BCOMRC31		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic principles of partnership accounts
2. To enable the students to understand the procedure of partnership accounts
3. To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit –I

Partnership – Definition - Provisions relating to partnership accounting - Fixed and fluctuating capitals – Past adjustments – Guarantees – Admission of partners- goodwill – revaluation of assets & liabilities - Sacrificing Ratio

Unit –II

Retirement of partners – transfer of balances due to retired partner - purchase of retiring partners share by the remaining partners - Death of a partner – treatment of joint life policy - Gaining Ratio.

Unit –III

Dissolution of partners – Accounting Treatment

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Core	Maximum Marks 100
Semester – 3		Int: 25 Ext: 75
Code: 13BCOMRC32	Marketing Management	5 hrs week
		Credit: 4

OBJECTIVES:

- 1) To enable the students to understand the modern concept of marketing.
- 2) To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
- 3) To familiarize with physical distribution system.

Unit –I

Marketing Management – Definition – Objectives – Functions – Role – Principles.

Unit II:

Market segmentation – bases for segmenting the market – need for segmentation - Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing – Logistics management

Unit V:

Internet marketing – marketing challenges of the liberalized economy – global marketing strategies for Indian firms.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. Philip Kotler, Marketing Management, Sultan chand, New Delhi, 2000
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

B.Com (Reg) II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	Banking Theory Law and Practice	6 hrs week
Code: 13BCOMRC33		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Negotiation – characteristics – alteration of negotiable instrument – material and immaterial alteration – Cheques – Crossing – Endorsement – Meaning – Definitions – kinds of crossing - Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence.

Unit IV:

Bankers lien – Pledge – Hypothecation – Mortgage – principles of sound lending – advances against goods – document of title of goods – bill of lading – dock warrant o ware house receipts – delivery order – life policies – Fixed Deposit Receipts.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
2. Vasant Desai, Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
3. P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.

B.Com (Reg) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Business Statistics	6 hrs week
Code: 13BCOMRA31		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Introduction to Computers	2 hrs week
Code: 13BCOMRS31		Credits: 2

OBJECTIVES:

1. To understand the basic components and function of computer
2. To understand the concept of Windows and Unix
3. To understand the concept hardware and software.

Unit I

Introduction to computers – Basic Components and functioning of the Computers - Evolution of Computers- Types of computers

Unit II

Hard ware of a Personal Computer-storage devices and media – Software Evolution- Concepts of –Files and Directories

Unit III

Operating system- Functions of operating system- Classification of operating system- Introduction to Ms- Dos-Dos Commands

Unit IV

Overview of UNIX operating system – UNIX files system- Working with files- file permissions- File security and directories- Vi editor.

Unit V

Windows 2000- Windows setup- Adding or Removing windows component- Multimedia- Network- Explorer

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

5. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
6. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Computer Application in Business	2 hrs week
Code:13BCOMRS32		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on word and excel
2. To defining internet and its uses
3. To acquaint them with the power point and access

Unit I:

Word – introduction – components – creating word document – types of views - creating tables - mail merge

Unit II:

Excel – introduction – components – entering data in excel – creating & working with formula - functions & database in Excel-Chart.

Unit III:

Power point – introduction – types of views – opening & existing presentation – inserting objects.

Unit IV:

MS-Access – introduction – database objects – data types entering & editing records in forms.

Unit V:

Internet – introduction – www – websites – modem receiving & replying E-Mail - internet explorer - Netscape.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MS OFFICE Lab	2 hrs week
Code: 13BCOMRS33		Credits: 2

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentation.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Corporate Accounting – I	6 hrs week
Code: 13BCOMRC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

UNIT I

Issue of shares – accounting procedure for issue of equity & preference shares at par and discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures – Bonus issue of shares.

UNIT – II

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

UNIT – V

Liquidator's final statement

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Cost Accounting	5 hrs week
Code: 13BCOMRC42		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the costing and cost accounting
- 2) To understand the concept and types of cost
- 3) To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Entrepreneurship Development	6 hrs week
Code:13BCOMRC43		Credits: 4

OBJECTIVES

- 1) To make them to know about the new entrepreneur
- 2) To encourage them to get grants from financial institutions
- 3) Through their project report they can take a new decision making

Unit-I

Entrepreneur - Entrepreneurship – meaning – definition - importance – characteristics – type – qualities - role of entrepreneurs in Economic development.

Unit-II

Factors affecting entrepreneurial growth – economic – social – cultural – personality - psychological and sociological factors – theory of need achievement.

Unit-III

Institutional Finance to entrepreneurs – IFCI – IDBI – SIDBI – EXIM – UTI – LIC - SFC – SIDC – THIC – commercial Banks.

Unit-IV

Institutional Support to entrepreneurs – District Industries Centre – National Small Industry Corporation limited – Small Industries Development Corporation – SIDO – SIPCOT – National Institute for Entrepreneurship and Small Business Development – National Alliance of Young Entrepreneurs – National Institute of Small Industries Extension Training.

Unit-V

Project Report – meaning – importance - format of report – contents – types - preparation of a project report – institutional arrangements for entrepreneurs

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr. V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Environment of Business	5 hrs week
Code:13BCOMRC44		Credits: 4

Objectives:

- 1) To provide the basic knowledge about the business environment
- 2) To provide a foundation to understand the subjects like business policy.
- 3) To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –micro and macro - Need for environment analysis- Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy 1991-Evaluation of New Economic Policy- Privatization – nature – objectives- growth-achievements –failures- Public Sectors in India.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC's – WTO - merits and demerits of MNC's. Regulation globalization - challenges of globalization to Indian industry.

Text Book:

1. Francis Cherunilam, Business Environment Himalaya Publication House, New Delhi, 2008.

Reference Books:

1. Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
2. Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.

3.N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

B.Com (Reg) II Year	Allied	Max Marks 100
Semester – 4		Int: 25 Ext: 75
Code: 13BCOMRA41	Business Mathematics	6 hrs week
		Credit: 5

OBJECTIVES:

- 1) To enable the students to apply the basic principles and techniques of mathematics
- 2) To enable the students to solve the problems in the field of commerce
- 3) To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

Unit III:

Commercial Arithmetic – Simple & compound Interest – present value – discounting of bills-face value of bills – banker’s discount – banker’s gain – normal due date – legal due date – calculation of period for banker’s discount and true discount.

Unit IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and Subtraction – Multiplication – properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

Unit V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function – Derivative of the Quotient of a two function – Derivative of the Function of a Function.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathematics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:13BCOMRS41		Credits: 2

Objectives:

- 1) To enhance General Knowledge of students.
- 2) To orient the students to appear for competitive examinations
- 3) To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Human Resource Management	5 hrs week
Code: 13BCOMRC51		Credits: 4

Objectives

7. To understand the meaning and concept of Human resource management.
8. To understand the role of human resource management in real situation.
9. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- d. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

9. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
10. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
11. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
12. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Income Tax Law And Practice – I	5 hrs week
Code: 13BCOMRC52		Credits: 4

OBJECTIVES:

- 1) To help the students to gain knowledge of Income Tax Law and Practice.
- 2) To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
- 3) To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law – I	5 hrs week
Code: 13BCOMRC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Auditing	5 hrs week
Code:13BCOMRC54		Credits: 4

OBJECTIVES:

- 1) To enable the students to have basic knowledge on the principles and practices of auditing.
- 2) To enable the students to understand Vouching and Verification.
- 3) To enable the students to understand the duties of an auditor.

Unit I

Audit – Definition – Objects – Types - Advantages – Auditing vs Investigation – Qualities of an auditor – Rights and Duties – Company audit – Audit Programme – Audit notes – Audit files – Working papers – Procedure for Audit

UNIT II

Internal control – definition – objectives – internal check – meaning – merits and demerits – auditor duty as regards internal check – internal check Vs internal audit .

Unit III

Vouching – Meaning – Definition – Importance – Duties of an auditor – Vouching of cash transactions and of trading transactions – Verification and valuation of assets and liabilities.

UNIT IV

Company audit – auditor – appointment – removal – qualification – audit report – duties of an auditor report.

Unit V

Liabilities of auditor – Liabilities for negligence – Liabilities misfeasance – Criminal liability – Liability to third party – Legal positions

Text Book:

1. B.N. Tandon, Practical Auditing, Sultan Chand, New Delhi, 2000.

Reference Books:

1. Jagdish Prakash, Auditing : Principles and Practice, Kalyani Publishers, Chennai 2008.
2. Pradeep Kumar, Sachdeva Baldev, Jagwant Singh, Auditing- Theory and Practice, Kalyani Publishers, Chennai ,2008.
3. R.G. Saxena, Principles and Practice of Auditing, Tata McGraw Hill, New Delhi, 1998.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Financial Management	6 hrs week
Code: 13BCOMRE51		Credits: 5

OBJECTIVES:

- 1) To enable the students to understand the concept of financial management
- 2) To enable the students to understand the various source of finance
- 3) To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: - finance - definition meaning –function of finance - financial Management: definition & meaning-functions of financial management –objectives of financial management - Source of Finance- Long term and Short term Source of finance.

Unit II:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit III:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit IV:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements .

Text Book:

1. S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

1. Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
2. I. M .Pandey, Financial Management- Vikas Publishing House Pvt ltd,
3. R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Services Marketing	6 hrs week
Code:13BCOMRE52		Credits: 5

OBJECTIVES

- 1) To develop their skills in services marketing .
- 2) To know about the emerging marketing strategies
- 3) To adopt the globalizations of services in international marketing.

Unit-I

Services Marketing – concept – definition – nature – characteristics – classification - services – needs – role of services marketing in an economy – obstacles – overcoming the obstacles

Unit-II

Services marketing mix – elements – seven P’s product decisions, pricing strategies, promotion of services, placing of distribution methods / dimensions in services marketing – People, physical evidence and process

Unit-III

Services marketing for the hospitality industry – core tangible and augmentable hospitality products – managing tourism – demand and supply – segmentations in the tourism market – emerging marketing strategies – marketing for hotel products

Unit-IV

Services marketing for professional services – characteristics – Marketing management of consultancy services – Marketing mix for consultancy services, other professional services and considerations

Unit-V

Globalizations of services in international market – challenges to global service marketers – success – typical international services – strategies in launching services in the global marketing – Its implications – globalization and corporate culture – global brand dominance in the service industries

Text Book:

1. Vasanti Venugopal and V.N.Raghu, Services Marketing, Sultan Chand, New Delhi, 2008

Reference Books:

1. P.K.Sinha and S.C.Sahoo, Services Marketing, Tata Mc Graw Hill, New Delhi, 2007
2. Rao, Services Marketing, Himalaya Publishing House, New Delhi, 2005
3. P.N.Reddy, H.R.Appannaiah, S.Anil kumar and Nirmala, Services Marketing

B.Com (Reg) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code: 13BCOMRS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F13: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Management Accounting	5 hrs week
Code: 13BCOMRC61		Credits: 4

OBJECTIVES:

- 1) To provide on insight into accounting procedures and their applications in complex business management.
- 2) To enable the students to understand management tools and techniques
- 3) To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting Vs. cost accounting – limitations of management accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements, comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages - Limitation.

Text Book:

- e. S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1) S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2) P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3) Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law - II	5 hrs week
Code: 13BCOMRC62		Credits: 4

OBJECTIVES:

- 1) To learn about the concepts of law relating to industries.
- 2) To enable the students to understand the workman’s compensation act, 1923 and its recent amendments
- 3) To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees’ State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Income Tax Law and Practice - II	5 hrs week
Code: 13BCOMRC63		Credits: 4

OBJECTIVES:

- 1) To enable the students to gain knowledge of the provisions of the income tax law and their application.
- 2) To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
- 3) To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code: 13BCOMRE61		Credit: 5

OBJECTIVES:

- 1) To understand the concepts and methods of operation research
- 2) To apply operation research techniques in managerial decision making.
- 3) To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales Management	6 hrs week
Code: 13BCOMRE62		Credits: 5

OBJECTIVES:

- 1) To acquaint the students with the concepts of advertising and sales promotion programmers.
- 2) To enable the students to theories of buyer behavior
- 3) To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

2. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 4) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 5) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 6) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Research Methods in Commerce	6 hrs week
Code:13BCOMRE63		Credits: 5

OBJECTIVES

- 1) To know about their truthful information.
- 2) To access their method of data collection.
- 3) Through their study of statistical method and it is used to preparation of project report.

Unit-I

Introduction to Research – meaning – purpose – types of research – surveys – case study.

Unit-II

Planning of Research – process – selection of a problem – formulation – hypotheses – meaning – types – sources – process of setting up of hypothesis – research design – contents of research design

Unit-III

Methods of data collection – Source of data – primary – secondary – methods of collecting primary data – survey method – personal interviewing – telephone interviewing – mail survey – observation methods – experimental method – tools for data collection – construction of schedules and questionnaires – scaling technique – nature of rating scale – ranking scales – construction .

Unit-IV

Sampling Techniques – probability – non-probability sampling technique – sampling design – sample size – sampling and non-sampling errors

Unit-V

Data processing and report writing – editing – coding – tabulation – research report – types of research reports – style of reporting – steps in drafting reports – contents of research report

Text Book:

1. C.R. Kothari, Research Methodology, New Age International (P) Limited, New Delhi, 2005.

Reference Books:

1. R. Panneerselvam, Research Methodology, Hall Of India Pvt Ltd, New Delhi, 2007.
2. Suresh C. Sinha and Anil K. Dhiman, Research Methodology, Ess Ess, New Delhi, 2002.
3. R Elangovan and S Mohan, Research Methodology In Commerce,New Age International (p) Limited, New Delhi, 2007.

Top of Form

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Financial Markets and Services	6 hrs week
Code:13BCOMRE64		Credits: 5

OBJECTIVES

- 1) To know about the various financial institutions in world market and services.
- 2) To know about the strength and weakness of money market and capital market.
- 3) To understand the ability of mutual fund operation.

Unit-I

Financial System – Meaning – Functions – concepts – assets – Intermediaries – markets – Financial rate of returns – Instruments – Classification – Capital market – Money market – Development of financial system in India- Weaknesses of Indian Financial system.

Unit-II

Money Market- Definition- Money market Vs Capital Market- Features – Objectives- Characteristics features of a developed money market- Importance of money market- Composition of money market- Call money - Commercial bills - Acceptance - Treasury bill - Discount market- Bill markets in India- Money market Instruments.

Unit-III

Capital Market - New issue – New issue Vs Stock exchange- Functions – Methods of floating new issues – Secondary market – Stock exchanges - Functions – Listing of securities – Registration of stock brokers - Methods of trading in stock exchange.

Unit-IV

Mutual funds – Definition – Importance – Risks – Classification of funds - Close ended funds – Open ended funds – Income funds – Growth funds – Balance funds – Specialized funds – Money market mutual fund – Taxation funds – Organisation of the fund – Net asset value.

Unit-V

Merchant Banking – Meaning – Services of Merchant Banks – SEBI Guidelines – Scope for Merchant Banking in India. Factoring: - Meaning – Functions – Types – Factoring Vs. Discounting – Benefits.

Text Book:

1. Gordon and Natarajan, Financial Market and Services, Kalyani Publishers, Chennai, 2007.

Reference Books:

1. R.M.Srivastava, Management for Indian Financial Institution, Tata McGraw Hill, New Delhi, 2005.
2. P.N.Varshney & D.K.Mittal, Indian Financial System, Sultan Chand, New Delhi, 2005.
3. Meri Khon, Financial Institutions and Markets, Sultan Chand, New Delhi, 2005.

B.Com (Reg) III Year	Skill Based	Max Marks 100 Int: 100
Semester – 6	Commerce Practice	2 hrs week
Code: 13BCOMRS61		Credits: 2

Objectives:

- 1) To enable the students to under the commerce practice
- 2) To enable the students to prepare the various forms in the business firms
- 3) To enable the students to understand the stock exchange

Unit I:

Filling up of Money order form – Telegram form, Layout of a business letter, designing of forms for office purpose, Preparation of Vouchers, Invoice and Cash receipts – Telephone Etiquette – Handing of Visitors. Format of Joint Stock Company Balance sheet model of partnership deed

Unit II:

Cost sheet Specimen of Stock Sheet / Register, payroll/wage Sheet, Form of Bin and Time Card, Filling of martial order and martial requisition, Issue register Chart of an Organization structure.

Unit III:

Filling up of an account opening form ,Knowledge of various forms used in day –to- day banking – Cheque – pay –in-slip Withdrawal form – Transfer form – Draft, Form of Bill exchange and promissory note, Fixed deposit Receipt ,Safe Custody Receipt, form of letter of Credit, Currencies of different countries, ATM, Debit and Credit Card.

Unit IV:

Collection of different types of advertisement, Preparation of advertisement copy, analyzing brand names – Publishing the products in the market.

Unit V:

Filling up of Equity share application and mutual fund form, share, mutual fund and Bond certificates. Procedure of sending share certificate along with Transfer deed for name transfer, Dividend warrant, filling up of Proxy form.

Note: Students have to submit a practical note book consisting of the specimen format of all the above document mentioned in the syllabus.

B.A.(English) I Year	Part-II – English	Max: 100 Int: 25 Ext: 75
Code:13BAELL13	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week Credits: 3

Objectives:

- 19) To expose students to functional aspects of English language.
- 20) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 21) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 6) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

13. Refund-F fitz karinthy
14. How much land does a man need-Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns ,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay writing ,Letter writing

TEXT PRESCRIBED:

- 25) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 26) Dr. V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 27) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 28) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5)Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester I	The Age of Shakespeare and Milton	6 hrs week
Code: 13BAELC11		Credits 4

Objectives:

1. To introduce the students to the English renaissance – the greatest flowering of art in English
2. To create an awareness of the trends in poetry, prose & drama.
3. To introduce the students with the techniques in poetry, prose, drama.

Unit I:

Poetry

William Shakespeare - Sonnet(1-4)

Unit II:

Poetry

John Milton - Paradise Lost- Book I

Unit III:

Prose

Francis Bacon's Essays -
i) Of love
ii) Of Marriage
iii) Of studies
iv) Of Ambition

Unit IV:

Drama

Christopher Marlowe - Dr. Faustus

Unit V:

Drama

John Webster - The white devil

Books Recommended:

1. John Milton : Paradise lost book I, Macmillan Publishers Delhi.
2. William Shakespeare : Sonnets , Rupa co publications ,Chennai.
3. Christopher Marlowe : The Tragical History of Doctor Faustus, Macmillan Chennai.
John Webster : The white devil, Macmillan Chennai.
4. F.G. Selby Ed: Selections from Bacon's Essays, The Macmillan Company of India, Chennai.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 1	MODERN ENGLISH GRAMMAR AND USAGE	6 hrs week
Code:13BAELC13		Credits 4

OBJECTIVES:

1. To give students proficiency in the basics of English Grammar.
2. To train students in functional grammar.
3. To train students in the correct usage of the English language.

UNIT I

Parts of Speech, Nouns – its classifications – Number, Gender & Case – the functions of noun, Dummy subjects. Pronouns- kinds of Pronouns & their usage. Verbs – Main verbs & Auxiliary verbs, Transitive & Intransitive verbs.

UNIT II

Tenses & their usage, Moods, Concord. Modals, Participles & Gerunds. Conjunctions. Linkers – Lexical Linkers & Logical Linkers.

UNIT III

Adjectives – kinds of Adjectives & their usage. Determiners. Adverbs – kinds of Adverbs & their usage.

Sentence Structures, Kinds of Sentence – Declarative, Imperative. Interrogative & Exclamatory sentences.

UNIT IV

Transformation of Sentences – Active & Passive voices, Direct & Indirect speeches, Degrees of Comparison.

UNIT V

Transformation of Sentences- Simple, Compound, Complex. Phrasal verbs. The use of prepositions, Question tags, Remedial English

BOOKS RECOMMENDED:

1. J.C. Nesfield; English Grammar, Composition & Usages (Revised & Adopted by N.K. Aggarwala & F.T.Wood) New Edition, Macmillan, Chennai Rs.99.75.
2. P. Titus; Remedial English, New Century Book House (P) ltd, Chennai Rs.75/-
3. Nigel D. Turton; ABC of (common Grammatical Errors, Macmillan, Delhi Rs.225/-
4. A.E. Augustine, K.V. Josphph; Macmillan Grammar: A Hand Book, Macmillan India Ltd, Chennai.

B.A.(English) I Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 1	LITERARY FORMS	6 hrs week
Code: 13BAELA11		Credits 4

OBJECTIVE:

1. To provide an understanding of the different genres.
2. To highlight the different subdivisions of each genre.
3. To enable learners to acquire adequate knowledge in the techniques of different genres.

UNIT I

POETRY

What is poetry?

Genres in Poetry: Lyric, Ode, Sonnet, Elegy, Epic, Mock epic, Ballad, Satire

UNIT II

DRAMA

Tragedy, Comedy, Tragic- Comedy, Masque, One act play, Chorus, Soliloquy, Melodrama, Aside, Absurd Drama, Farce.

UNIT III

FICTION

Historical Novels, Epistolary Novel, Psychological Novels, Domestic Novels, Regional Novels, Picaresque Novels, Stream of Consciousness Novels, Science Fiction.

UNIT IV

ESSAY

Aphoristic Essay, Personal Essay, Periodical Essay, Twentieth century essays

UNIT V

FIGURES OF SPEECH

Simile, Metaphor, Fable, Parable, Allegory, Personification, Metonymy, Synecdoche, Transferred Epithet, Euphemism, Climax, Anticlimax, Rhetorical Question, Hyperbole, Exclamation, Antithesis, Alliteration, Onomatopoeic.

BOOKS RECOMMENDED:

1. Rees R.J, English Literature: An introduction for Foreign Readers, Macmillan, New Delhi .
2. Prasad B.A, Background to the study of English Literature, Macmillan, Chennai .
3. W.H. Hudson, - An Introduction to the study of Literature, B.I. Publications, Chennai.
4. K.R. Ramachandran Nair, Literary Forms, Emerald Publishers, Chennai.

B.A.(English) I Year	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 1	COMMUNICATIVE ENGLISH- I	2 hrs week
Code:13BELN11		Credits 2

Objectives:

1. To develop the Communication Skills
2. To improve the Writing, Speaking and Reference skills of the students
3. To train the students to attain proficiency in the language skills

Unit I

Writing Skill

Recruitment correspondence
Letters to Editors & Personal Letters
Note-taking & Note-making

Unit II

Speaking Skill- I

Making enquires-at a counter, on the telephone
Speaking in different capacities at a meeting or gathering-summing up discussions
Formal greeting

Unit III

Speaking skill-II

Introducing people (guests & acquaintances)
Proposing vote of thanks
Announcing at variety entertainment programmes, sports meets, etc.

Unit IV

Reference Skills

Using dictionary, encyclopaedia, thesaurus

Unit V

Dialogue making and Oral Communication

Books Recommended:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

B.A.(English) I Year Semester –II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Code:13BAELL22	Prose, Poetry, Short Stories, Grammar and Composition-II	Hrs:6 / week Credits: 3

OBJECTIVES:

- 19) To introduce them to a few classics in English poetry
- 20) To develop their writing skills.
- 21) To give ample practice in grammar.

UNIT: I PROSE

- 7) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy - Shakespeare
2.Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

10. Some Words With a Mummy - Edgar Allan Poe
11. The Ant and the Grasshopper - W. Somerset Maugham
12. The Dying Detective - Sir Arthur Connan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 25) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 26) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 27) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 28) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 2	THE AGE OF DRYDEN AND POPE	6 hrs week
Code: 13BAELC21		Credit s:4

OBJECTIVES:

1. To enable students to get a deep perception and understanding of the Restoration Age and its literature.
2. To inculcate in students an analytical, critical & sensitive approach to Restoration Literature
3. To create in the students an awareness of the trends in poetry, prose, and drama in Restoration Literature

UNIT I

POETRY

- John Dryden -- A Song For St Cecilia's Day
John Donne -- A Valediction: forbidding mourning

UNIT II

POETRY

- Pope -- Epistle to Dr.Arbutnot

UNIT III

PROSE

- Addison -- His account of his disappointment in love
The Character of Will Wimble

UNIT IV

PROSE

- Steele -- Of the Club
Sir Roger's Ancestors

UNIT V

DRAMA

- Goldsmith -- She Stoops to Conquer

BOOKS RECOMMENDED:

1. Alexander Pope : The Rape of the lock Macmillan, Delhi.
2. Joseph Addison and Steele: The Spectator, Emerald pub, Chennai .
3. Oliver Goldsmith : She Stoops to Conquer, Emerald pub,Chennai .

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 2	THE AGE OF WORDSWORTH	6 hrs week
eCod:13BAELC22		Credits 4

OBJECTIVES:

1. To enable students to understand and appreciate the aesthetic, cultural and literary aspects of Literature.
2. To acquaint the learners with the characteristics features of Romantic Poetry, Prose, Drama and Fiction.
3. To enable the students to have a comprehensive idea of Romantic Age.

UNIT I

POETRY

- William Wordsworth -- Ode On Intimations Of Immortality
 John Keats -- Ode to a Grecian Urn
 Shelly -- Ode to a Skylark

UNIT II

POETRY

- Coleridge -- Kublakhian
 Robert Burns -- The Red Red Rose
 Thomas Gray -- Elegy written in the Country Churchyard

UNIT III

PROSE

- Charles Lamb -- Dream Children, Dissertation Upon Rosted Pig

UNIT IV

PROSE

- Hazlitt -- On Going a Journey

UNIT V

FICTION

- Jane Austen -- Emma

BOOKS RECOMMENDED:

1. K.G.Seshadri: Selected Essays of Charles Lamb. Macmillan, Chennai.
2. Jane Austen: Emma, Macmillan, Chennai.

B.A.(English) I Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 2	SOCIAL HISTORY OF ENGLAND	4 hrs week
Code: 13BAELA21		Credits 5

OBJECTIVES:

1. To introduce the students to the culture and society of England
2. To expose the students to understand the social impact in English literature.
3. To acquaint the students with the social events that contributed to the growth of literature.

UNIT I

Renaissance, Reformation, Dissolution of Monasteries

UNIT II

Civil war, Restoration, Age of Queen Anne

UNIT III

Industrial Revolution, Agrarian Revolution, Humanitarian Movement

UNIT IV

Scientific and Industrial Changes, Chartist Movement, Trade Unionism

UNIT V

Fabian society, Impact of the two World Wars, Britain's role in the Gulf war.

BOOKS RECOMMENDED:

1. Travelyan ; English Social History, Orient Longman, Mumbai.
2. P.Thailambal ; Social History of England, Ennes Publications, Udumalpet.
3. V.D.Maharajan ; England Since 1385, S.Chand & Co, New Delhi
4. Dr.A.Shanmugakani : An Introduction to The Social History of England, Vasans Publications House, Madurai.

B.A.(English) I Year	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 2	COMMUNICATIVE	2 hrs week
Code: 13BELN21	ENGLISH-II	Credits 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the writing, speaking and reference skills of the students
3. To train the students to attain proficiency in the language skills

UNIT I

WRITING SKILLS-I

Diary
Essay
Enquires, orders
Complaints & Replies

UNIT II

WRITING SKILLS-II

Summary
E-mail& Fax
Mechanics of Writing: Spelling Rules

UNIT III

SPEAKING SKILLS

Accepting & Refusing politely, disagreeing politely
Courtesy in personal communication

UNIT IV

Interviews
Reporting

UNIT V

Public Speeches – Welcome Address & Vote of Thanks

BOOKS RECOMMENDED:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

Code:13BAELL32	Prose, poetry, Short Stories, Grammar and Composition	Hrs:6 / week
		Credits: 3

OBJECTIVES:

10. To introduce the functional grammar to the students.
11. To expose creative writing to the students.
12. To enhance students' communication skills.

UNIT: I PROSE

- 7) University days – James Thurber
- 8) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 7) Night of the scorpion-Nissim Ezekiel
- 8) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 7) Karma-Kushwant Singh
- 8) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 12) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 13) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 14) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 15) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.A.(English)II Year	Core Subject	Max Marks 100
		Int 25 Ext 75
Semester 3	FICTION	6 hrs week

Code:13BAELC31		Credits: 4
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Objectives:

1. To provide an understanding of the genre – Fiction.
2. To inculcate a critical, aesthetic and sensitive approach of various novelists.
3. To acquaint the learners with the characteristic features of novel.

Unit I

Charles Dickens - A Tale of Two Cities

Unit II

George Eliot - Silas Marner

Unit III

Thomas Hardy - Far from the Madding Crowd

Unit IV

Jonathan Swift - Gulliver's Travels (I, II)

Unit V

H.G.Wells - The Invisible Man

Books Recommended:

1. Charles Dickens : A Tale of Two Cities, Macmillan , Chennai
2. Thomas Hardy : Far From the Madding Crowd , Rupa co publications, Chennai .
3. George Eliot : Silas Marner ,Lakshmi Narain Agarwal, Agra.
4. Jonathan Swift : Gulliver's Travels ,Rohan Book Company ,Delhi.
5. H.G.Wells : The Invisible Man, Emerald Publishers, Chennai.

B.A.(English)II Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 3	THE AGE OF TENNYSON	6 hrs week

Code:13BAELC32		Credits: 4
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Objectives:

1. To foster a deep perception and understanding of the Victorian Age and the literature of the age.
2. To familiarize students with the different genres of Victorian literature
3. To inculcate a critical, aesthetic and sensitive approach of Victorian literature.

Unit I

Poetry

- Lord Tennyson -- The Lady of Shallot
 Robert Browning -- Mending Walm
 Mathew Arnold -- Dover Beach

Unit II

Poetry

- D.G.Rossetti -- The Blessed Damozel

Unit III

Prose

- The Idea Of A University -Newman

Unit IV

Drama

- Oscar Wilde -- The Importance of Being Earnest

Unit V

Fiction

- Charlotte Bronte -- Jane Eyre

Books Recommended:

1. Ed Dr.Satchidhanandham : Six English Poets, Macmillan, Madurai.
2. John Ruskin: Sesame and Lilies, K.N.Khandelwal Pub, Agra
3. Oscar Wilde: The Importance of Being Earnest, Lakshmi Narain Agarwal, Agra
4. Charlotte Bronte: Jane Eyre, Macmillan, Delhi.

B.A.(English)II Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 3	HISTORY OF ENGLISH LITERATURE	4 hrs week
Code:13BAELA31		:Credit 5

OBJECTIVES:

1. To expose the students with the background of English literature.
2. To acquaint students to the chronological development of English literature.
3. To enable students to understand the English thought, culture and history reflected in the study of English literature

UNIT I

Age of Chaucer - From Chaucer to Tottel's Miscellany

UNIT II

Age of Shakespeare -- Verse , Drama

UNIT III

Age of Milton -- Other poets and writers
Age of Dryden -- Verse , Prose & Drama
Age of Pope -- Verse , Prose & Drama
Age of Johnson -- General Prose , Novel, Verse

UNIT IV

Age of Wordsworth -- The Older Poets, The Younger Poets, General Prose, Novel
Age of Tennyson -- Verse, General Prose, Novel

UNIT V

Age of Hardy, Present Age

BOOKS RECOMMENDED:

- 1.Hudson: An Outline History of English Literature,B.I.Publications,Madras
- 2.K.R.Ramachandran Nair : The History of English Literature, Emerald Publishers, Chennai
- 3.Dr.A.Shanmugakani : A History of English Literature,Vasans Publications,Madurai

B.A.(English)II Year	Skill Based	Max Marks 100
Semester 3	COMMUNICATION	Int 25 Ext 75
Code:13BAELS31	SKILLS – I	2 hrs week
		Credits: 2

Objectives:

1. To develop the communication skills
2. To acquaint the students with the modes of communication.
3. To promote the oral communication of the students.

Unit I

Languages and communication
Non-verbal communication

Unit II

Communication in organizations
Dyadic communication

Unit III

Meetings
Seminars and conferences

Unit IV

Group discussions
Audio Visual Aids

Unit V

Format Reports, Style

Books Recommended:

1. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.

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- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 132> 137> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOtJk;

\$W (myF)-2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49)
Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

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mfg;nghUs;-mfj;jpizfs; Gwg;nghUs; \$W (myF)-4 gilg;ghw;wy; -Gj;jf kjpg;Giu
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B.A.(English)II Year Semester -IV	Part-II – English	Max Marks 100 Int: 25 Ext: 75
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Code:13BAELL42	Novel and English for Competitive Examination	Hrs:6 / week
		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.A.(English)II Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 4	INDIAN WRITING IN ENGLISH	6 hrs week
Code: 13BAELC41		Credits: 4

Objectives:

1. To introduce the students to Indian writers in English.
2. To facilitate learning of English through native literature.
3. To expose the students with the themes and techniques of Indian writers.

Unit I

Poetry

Sarojini Naidu	-Indian Weavers
Nissim Ezekiel	-Enterprise
K.N.Daruwella	-Death of a Bird
Kamala Das	-My Grandmother's House
A.K. Ramanujan	- Snakes

Unit II

Prose

Rabindranath Tagore	-The Home Coming
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Unit III

Drama

Girish Karnad	-Nagamandala
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Unit IV

Drama

Vijay Tendulkar	-Silence, The court is in Session
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Unit V

Fiction

Mulkraj Anand	-Untouchable
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Books Recommended:

1. C.N.Srinath, Ed, Indian Verse in English, Macmillan, Chennai.
2. Naik M.K. & Panekar, Mokeshi.S: Perspectives on Indian Drama in English, OUP.
3. Uma Parameswaran: A study of Representative Indo-English Novelists, Vikas, Delhi.
4. B.K.Das : Modern Indian English Poetry. Prakash BookDepot, Bareilly.
5. S.P. Appasamy & C.D Govinda Rao : Indian Prose, Macmillan, Chennai.
6. Girish Karnad: Nagamandala, Macmillan, Chennai.

B.A.(English)II Year	Core Subject	Max Marks 100
Semester 4	PHONETICS AND SPOKEN	Int 25 Ext 75
Code: 13BAELC42	ENGLISH	6 hrs week
		Credits: 4

Objectives:

1. To familiarize students with the English speech sounds and to develop correct pronunciation of the language.
2. To introduce the students with the phonetic transcription.
3. To improve the writing and spoken skills of students.

Unit I

The Organs of speech
The description of speech sounds

Unit II

The Sounds of English : Vowels, Consonants

Unit III

Stress, Accent, Rhythm, Assimilation and Intonation

Unit IV

Phonetic Transcription : Conversation passages for practice

Unit V

Spoken English – In various situations in which dialogues take place

Books Recommended:

- 1.J.D.O. Connor;Better English Pronunciation, Cambridge University Press, Cambridge.
- 2.Balasubramanian; A TextBook of English Phonetics, Macmillan, Chennai.
- 3.Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
- 4.G. Radha Krishna Pillai and k. Rajeevan: Spoken English for You, Emerald Publishers, Chennai.

B.A.(English)II Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 4	INTRODUCTION TO LITERARY CRITICISM	4 hrs week
Code: 13BAELA41		Credits: 5

Objectives:

1. To introduce the concept of Criticism to the students.
2. To help students develop a Critical perspective.
3. To familiarize students with the important critical movements in English literary criticism.

Unit I

Aristotlian Dramatic Theory
Art, Imitation, Hamartia, Catharsis

Unit II

Arnold- Study of Poetry

Unit III

Eliot- Tradition and Individual Talent

Unit IV

I.A. Richards- Practical Criticism

Unit V**Introduction to Five Approaches****Books Recommended:**

- 1) Bisjadish Prasad, An Introduction to English Criticism, Macmillan, Madras.
- 2) B.B.Jain :Function of Criticism at the Present Time, Lakshmi Narain Agarwal ,Agra.
- 3) Wilbur Scott: Five Approaches of Literary Criticism, Collier Macmillan Publications, Delhi.
- 4) David Daiches: Critical Approches to Literature, Orient Longman, Kolkatta
- 5) S. Ramasamy & V.S. Sethuraman: The English Critical Tradition: An Anthology of Literary Criticism: VI &II. Macmillan Publications, Chennai.

B.A.(English)II Year	Skill Based Subject	Max Marks 100 Ext: 100
Semester – IV	General Knowledge	2 hrs week
Code: 13BAELS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

- a. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
- b. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
- c. Sura's Year Book, Published by Sura College of Competition, Chennai.
- d. Manorama Year Book, 2008 onwards
- e. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

- f. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
- g. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
- h. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 5	SHAKESPEARE	5 hrs week
Code: 13BAELC51		Credits: 4

Objective:

1. To foster a deep perception and understanding of Shakespeare
2. To enable the students to have a comprehensive idea of Shakespeare
3. To acquaint the students with the themes and techniques in Shakespeare's play's

Unit I

Hamlet

Unit II

Twelfth Night

Unit III

The tempest

Unit IV

Henry IV – Part I

Unit V

The Elizabethan Theatre and Audience, Fools in Shakespeare, Women in Shakespeare, supernatural elements in Shakespeare.

Books Recommended:

1. G.B. Harrison: Introducing Shakespeare; Penguin Books Limited, Newyork .
2. Irving Ribner: William Shakespeare: Life, Times and Themes, Wiley Eastern Ltd., New Delhi.
3. A.C. Bradley: Shakespearean Tragedy, OUP.
4. William Shakespeare: Hamlet, Macmillan, NewDelhi.
5. William Shakespeare: Twelfth Night, Macmillan, NewDelhi.
6. William Shakespeare: The Tempest, Macmillan, NewDelhi.
7. William Shakespeare: Henry IV,Part I, Macmillan, NewDelhi.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 5	NEW LITERATURES IN ENGLISH	5 hrs week
Code: 13BAELC52		Credits: 4

Objectives:

1. To introduce the students the Background culture & Society of Commonwealth.
2. To acquaint the students with the issues of countries that contributed to the growth of Common wealth Literature.
3. To expose the students with the trends, themes and techniques of eminent writers.

UNIT I

PROSE:

- Nirad c.Chaudhry - The Eternal Silence of these infinite crowds
 Chinua Achebe - The Novelist as a teacher

UNIT II

POETRY:

- Peter Porter - Your Attention, Please
 David Diop - Africa
 Kirpal Singh - A visitor to Singapore
 Wole Soyinka - Telephone Conversation
 Longston Hughes - I Too

UNIT III

FICTION:

- Chinua Achebe - Things Fall Apart

UNIT IV

FICTION:

- Chetthan Bhagat - Three Mistakes Of Life

UNIT V

DRAMA:

- Wole Soyinka - The Lion and The Jewel

BOOKS RECOMMENDED:

- 1) Ed. C.D .Narasimhaiah: An Anthology of Commonwealth Poetry; Macmillan, Chennai.
- 2) Chinua Achebe: Things Fall Apart; Surjeet Publishers, Delhi.
- 3) V.S.Naipaul : A House for Mr. Biswas; Picador Publications, NewDelhi.
- 4) Ed. R.K. Murthy: Ambition-An Anthology of Modern Commonwealth Prose, Commonwealth Publication, Chennai.

B.A.(English)III Year	Core Subject	Max Marks 100
Semester 5	AMERICAN LITERATURE	Int 25 Ext 75
Code: 13BAELC53		5 hrs week
		Credits: 4

Objectives:

1. To enable students to gain a perspective of the relative value of American literature in the context of English literature

2. To understand the uniqueness of the American writing.
3. To understand the contribution of American writers to the world literature.

Unit – I Poetry

Robert Frost - Stopping by woods on a snowy evening
 Walt Whitman - When Lilacs Last in the Door Yard Bloom'd

Unit II Poetry

Sylvia Plath - Lady Lazarus
 E.A. Poe - The Raven
 Emily Dickinson - Because I could not stop for Death

Unit III Prose

Unit IV Drama

Tennessee Williams - A Street Car Name Desire
 Eugene O' Neill - The Hairy Ape

Unit V Fiction

Alice Walker - The Colour Purple

Books Recommended:

1. N.S. Prathan, Modern American Drama, Arnold Heinemann: New Delhi.
2. Ed. Egbert S. Oliver American Literature: An Anthology, (Vol I & II), , Eurasia publishing House; New Delhi.
3. Ed Richard Ellman The New Oxford Book of American Verse,. By, New York; Oxford University Press.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 5	ENGLISH FOR COMPETITIVE EXAMINATIONS	6 hrs week
Code: 13BAELE51		Credits: 5

Objectives:

1. To improve the skills of the students and to enable them to do well in the competitive examinations.

2. To acquaint the students with the knowledge of correct usage of grammar.
3. To improve the oral communication through exposing them to various situations.

Unit I

Basics of English, Errors and how to avoid them, Spotting errors

Unit II

Sentence Completion
Reconstructing Passages
How to Write a Precise ?

Unit III

Reading comprehension, Composition, Letter Writing

Unit IV

Report Writing
Spellings
Vocabulary

Unit V

Some Notions, Conventional and Idiomatic Expressions
Phrasal Verbs
Spoken English

Books Recommended:

1. R.P. Bhatnagar and Rajul Bharhava :English for Competitive Examinations ; Macmillan,Delhi .
2. D. Turton Nigel: ABC of Common Grammatical Errors, Macmillan, Delhi.
3. G. Radhakrishna Pillai: English for Success.(A Guide to ensure success in competitive examinations), Emerald Publishers, Chennai.
4. Saraswathi.V. and K.Mudbhtkal Maya: English for Competitive Examination, Emerald Publishers, Chennai.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester5	STUDYING NOVELS	6 hrs week
Code: 13BAELE52		Credits 5

Objectives:

1. To help students segment and classify different aspects of a Novel
2. To enable students to recognize themes and techniques.
3. To train them in writing critiques of novels

UNIT I

Authors

1. Jane Austen
2. Walter Scott
3. Thomas Hardy
4. Virginia Woolf
5. Charles Dickens

UNIT II

Characters

UNIT III

Setting

UNIT IV

Plot and Story, Themes.

UNIT V

Techniques- style

BOOK RECOMMENDED:

1. Richard Gill: Mastering English Literature; Macmillan, Delhi.

B.A.(English)III Year	Skill Based	Max Marks 100 Int 25 Ext 75
Semester 5	TEACHING OF ENGLISH	5 hrs week
Code: 13BAELS51		Credits 4

OBJECTIVES:

- 1) To improve the creativity of the students.
- 2) To enhance the critical views of students through appreciation of poetry.
- 3) To develop the writing skills.

UNIT I

- I. The Place Of English
- II. Aims, Values, Objectives Of Teaching English

UNIT II

- I. Institutional Strategies.

UNIT III

- I. The teaching of prose, poetry, composition and Extensive Reading.

UNIT IV

- I. The Teaching of Reading Writing, Listening and speaking.

UNIT V

- I. Audio Visual Aids

BOOKS RECOMMENDED:

1. V.R. Narayansamy; Strengthen Your Teaching, (3rd Edition)
Orient Longman, Hyderabad.
2. Dr. Krishnasamy and T. Sri Raman English for Creative
Communication, Macmillan, Chennai.

B.A.(English)III Year	Skill based	Max Marks 100
Semester 5	PRESENTATION SKILLS	Int 25 Ext 75
Code: 13BAELS52		2 hrs week
		Credits 2

OBJECTIVES:

1. To acquaint the students with the presentation skills.
2. To train the students to use visual aids.
3. To help the students to skills.

UNIT I

Powerful presentation

1. Meaning of Presentation
2. Merits & Demerits

UNIT II

How to create, develop and maintain interest?

UNIT III

Using visual aids

1. OHP
2. LCD

UNIT IV

Types and methods of presentation

UNIT V

Dealing with difficult situations

BOOKS RECOMMENDED:

1. Roz Townsend; Presentation skills for the upwardly mobile-A Guide for Young Executives, Emerald, Chennai
2. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
3. M.C. Connon: Presenting with Power: Captivate, Motivate, Inspire and Persuade, Macmillan, NewDelhi.

B.A.(English)III Year	Skill based	Max Marks 100
Semester 5	JOB SEEKING SKILLS	Int 25 Ext 75
Code: 13BAELS53		2 hrs week
		Credits 2

OBJECTIVE:

1. To acquaint the students with the knowledge of job seeking.
2. To train the students to strengthen their job seeking skills.
3. To expose the students with the importance of job seeking.

UNIT I

Getting started
Changing the way we see ourselves

UNIT II

Where you are now?
Job seeking the easy way.

UNIT III

Resumes and referees
Fixing a job

UNIT IV

Applying for the job
The interview

UNIT V

Successful or unsuccessful
The work place

BOOKS RECOMMENDED:

- 1) Annee Lawrence, the Jobseekers Hand Book, Emerald Publishers, Chennai.
- 2) Krishna Mohan and Meera Banerji: Developing Communications Skills, Macmillan, New Delhi.
- 3) G.Thenmozhi and P. Krishna Santhana Selvi: Career Guidance, New Century Book House, Chennai.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 6	JOURNALISM AND MASS COMMUNICATION	5 hrs week
Code: 13BAELC61		CreditS 4

OBJECTIVES:

1. To expose students to the growth and development of journalism.
2. To enable them to understand the process of communication and theories of mass communication, art of writing and editing
3. To acquaint the students with the art of writing and editing.

UNIT I

Communication Process – Methods of communication – Problems in communication – Theories of mass communication

UNIT II

Introduction – Definition – Nature and scope of journalism – A short history of journalism – Journalism and its types – Tabloid, Yellow, Investigative, House Journals – Magazine Genres.

UNIT III

Role of the press – Freedom of the press – Ethics in journalism – Press laws in India

UNIT IV

Print Media – Newspapers – News Collecting – News – Crimes – Sports – Human interest stories – Role of News Agencies

UNIT V

Reporting and Editing – Different kinds of reporting in media – Tools & techniques of editing – Proof reading

BOOKS RECOMMENDED:

1. Keval J. Kumar, Mass Communication in India, Jaico Publishing House, Mumbai.
2. N.C. Pant, Modern Journalism; Principles and Practice, Kanishka Publishers Distributors, New Delhi.
3. Rangaswamy Parthasarathy: Basic Journalism, Macmillan, Delhi, Ahuja, B.N. & S.S.Chhabra, A Concise Course in Reporting for Newspaper, Magazine, Radio & T.V. Surjeet Publications, New Delhi.
4. B.N. Ahuja, History of Indian Press, Surjeet Publications, New Delhi.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 6	WOMEN WRITERS	6 hrs week
Code 13BAELC62		Credits 4

OBJECTIVES:

1. To introduce students to the literary contribution by outstanding women writers.
2. To acquaint the students with the themes and techniques in women's writings.
3. To initiate discussion on important issues connected with women's writings.

UNIT I

Poetry

Toru Dutt	-	Lotus
Sylvia Plath	-	Mirror
Judith Wright	-	Woman to Man
Sarojini Naidu	-	The Queen's Rival
Gwendolyn Brooks	-	When Handed A Lemon, Make Lemonade

UNIT II

Prose

Shirley Lim Geok	-	Why Do I Write?
Virginia Woolf	-	A Room of One's Own (Chapter 1)

UNIT III

Drama

Lorraine Hansberry	-	A Raisin in the Sun
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UNIT IV

Fiction

Shashi Deshpande	-	That Long Silence
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UNIT V

Fiction

Bharathi Mukherjee	-	Jasmine
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BOOKS RECOMMENDED:

1. Ed. June Wedgwood Benn; The Woman's View, Routledge and Kegan Paul, London.
2. P.M. Nayak, Feminism & Indian English Fiction, Prakash Book Depot, Bareilly.
3. Lorraine Hansberry: A Raisin in the Sun, Vintage Books, New York.
4. Ed. C.D. Narasimmaiah : An Anthology of Commonwealth Poetry, Macmillan, Chennai.
5. Shashi Deshpande: That Long Silence, Penguin Press, New Delhi.
6. Bharathi Mukherjee: Wife, Penguin Press, New Delhi.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 6	WORLD CLASSICS LITERATURE	6 hrs week
Code: 13BAELC63	IN TRANSLATION	Credits 4

OBJECTIVES:

1. To familiarize students with the World Classics in English Translation.
2. To familiarize students with the contribution of Religion in English Translation.
3. To acquaint the students with the themes and techniques in Regional Literature.

UNIT I

Poetry
Thiruvalluvar - Thirukkural (Wisdom 1-10)

UNIT II

Prose
The Kuran - Part of Surah IV

UNIT III

Prose
The Bible - Sermon on the Mount V, VI, VII.

UNIT IV

Short Stories
Ambai - In a Forest, a Deer
- Wrestling

UNIT V

Fiction
Veeramamuniver – Story of paramathaguru

B.A.(English)III Year	Elective	Max Marks 100
Semester 6	TWENTIETH CENTURY	Int 25 Ext 75
Code: 13BAELE61	LITERATURE	5 hrs week
		Credits 5

OBJECTIVES:

1. To introduce students to various Post – Modern Literatures.
2. To enable students to understand the current development in the post – colonial period.
3. To expose the students with the various themes of the African, Singaporean, Nigerian and Australian literature.

UNIT I:
Poetry

Robert Frost - Birches
 W.B. Yeats - A Prayer for My Daughter
 Philip Larkin - Church going
 Ted Hughes - The Thought – Fox

UNIT II:

Prose

T.S. Eliot - Function of Criticism

UNIT III:

Drama

Henrik Ibsen - A Doll's House

UNIT IV:

Short Stories

Guy de Maupassant - Useless Beauty
 Kushwant Singh - Mr. Kanjoos and the Great Miracle

UNIT V:

Fiction

Margaret Laurence - The Stone Angel

BOOKS RECOMMENDED:

- 1.Thomas, CT: Twentieth Century Verse, An Anglo – American Anthology, Macmillan; Chennai.
- 2.Narasimhaiah, C.D: An Anthology of Common Wealth Poetry, Macmillan; Chennai.
- 3.Ed.Dr. Satchidhanandham : Six English Poets, Macmillan, Madurai.
- 4.Ashok Magadevan: Classic Short stories, Nectar Prints, Mumbai.
- 5.Ed. Enright and Chickera De Ernest: English Critical Texts- 16th century to 20th century, Oxford University Press, Kolkatta.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 6	FUNDAMENTALS OF COMPARATIVE LITERATURE	5 hrs week
Code:13BAELE62		Credits 5

OBJECTIVES:

1. To enable students to have an understanding of literatures of the world
2. To orient them towards understanding of different cultures.
3. To train them in the logic and principles of comparison.

UNIT I

- Introduction to comparative Literature

UNIT II

- Principles of comparative Literature

UNIT III

- Oriental and occidental Literature – comparative study

UNIT IV

- Aesthetics – Eastern and Western

UNIT V

- Project – A Comparative study of a Short Story or a Poem Each from a Language of student's choice and English

BOOK RECOMMENDED:

1. Susan Bassnett: Comparative Literature ,A critical Introduction; Oxford Blackwell
2. Dr.Kanagaraj & Dr.Samuvelkirubbakar
3. Kalaidhasan

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 6	FILM APPRECIATION	5 hrs week
Code: 13BAELE63		Credits 5

OBJECTIVES:

1. To enable the students to attain proficiency in communication
2. To expose the students to various presentation skills
3. To familiarize them with the skills of listening and speaking

UNIT I

An Introduction About Film Appreciation

UNIT II

Reading the Visual and Visualizing the Text

UNIT III

Cinema and Aesthetics.

UNIT IV

Cinema: Religion and Politics.

UNIT V

A Classic Film Is A Critique of the Medium

BOOK RECOMMENDED:

1. T.M. Farhathullah: Film appreciation for Undergraduates, RBA Publications, Chennai.

B.A.(English)III Year	Skill based	Max Marks 100 Int 25 Ext 75
Semester 6	TRANSLATION: THEORY & PRATICE	2 hrs week
Code: 13BAELS61		Credits 2

OBJECTIVES:

1. To introduce the concept of translation to the students.
2. To expose them with the principles and problems of translation.
3. To help them acquire a working knowledge in that field.

UNIT I

Basic Principles of translation

UNIT II

Problem of equivalence

UNIT III

Problem of translating Poetry

UNIT IV

Problem of translating prose

UNIT V

Translation Practice- Translate 10 Set of Proverbs, Translate Words, Technical Words and Official terms

BOOK RECOMMENDED:

1. Usan Bassnett: Translation Studies Third Edition; Routledge, London.
2. P.K. Kalyani: Translation Studies, Creative Books, NewDelhi.
3. Translatology – Dr.Kanagaraj

POST GRADUATE DIPLOMA IN COUNSELLING – (PGDC) – Academic year 2013-2014		
PGDC	BASICS OF COUNSELLING	Max Marks 100
Code: 13PGDC01		3 hours

Objectives:

- To provide students with a view of Counseling within a wider context.
- To develop the students competence as Counselors with a wide range of clients.
- To develop their ability to act in a professional counselor role.

Unit – I

Introduction – Definition, Meaning, Scope, Basic Principles and Theories. Counselling Process, Responses EISPU – Difference between advice and counselling

Unit – II

The Counselling Format – The Scheme of History Taking Procedure – Counselling Report - Types of Reports – Verbatim – Summary - Narrative – Genogram – Mental Status Examination – Case Presentation – Counsellors Code of Ethics.

Unit – III

Counselling Approaches – Directive - Non – Directive and Eclectic Counselling – Psycho dynamic, Carl roger’s self theory, Gestalt theory, Behaviorist learning theory, Development Counselling, reality therapy, Rational – emotive counselling; counselling techniques.

Unit – IV

Counselling stages – Ist phase – IInd Phase – IIIRD Phase -Skills practices / peer Counselling - Treatment techniques

Unit – V

Psychological Testing- introduction and application of 16PF, Self esteem, transactional analysis- Log model, Jerald’s Eagan’s model and rapport, Reading Reaction Report (RRR) -Co-Counselling Assertiveness Training-Decision Making-CRAVE Analysis -Force field Analysis .

References:

PrachanthamDr. B.J., Indian case studies in Therapeutic Counselling, Vellore, Christian Counselling Centre

Antony John. D, OFM, Cap, Principles and Practice of Counselling, Anugraha Publications, Nochiodaipatti.

Antony John. D, OFM, Cap, Dynamics of Counselling, Microshell model, TA & NLP Technique, Anugraha Publications, Nochiodaipatti.

Indian Journal of Psychological Counselling – Association for Psychological Counselling - CCC Vellore

Philip Burnard (1999) , Counselling skills Training,(A Source book of Activities)

PGDC	BASICS IN PSYCHOTHERAPY AND BEHAVIOUR MODIFICATION	Max Marks 100
Code: 13PGDC02		3 hours

Objectives:

- To make the students to understand about the psycho therapies
- To enable the students to understand the importance behavior modification in the process of treatment.

Unit – I:

Human behaviour – basic concepts relating to a understanding of human behaviour. Psychotherapy- Definition, Objectives, Scope of psychotherapy and Distinguish counselling and psychotherapy. Basic psychoanalytical theories Homev. Sullivian.Alder, Erikson

Unit – II:

Types of psychotherapy –Adlarin psychotherapy Analytical psychotherapy, Transactional analysis.

Unit – III:

Client centered therapy Rational emotive behaviour therapy, Gestalt therapy, Reality Therapies, Cognitive Behaviour Therapy, and Neuro Linguistic Programme.

Unit – IV:

Dynamics of groups process- Theory of group interaction –how to use interaction process to make people change and have insight into their own problems – Role of Group therapies.

Unit –V:

Behaviour Therapy- Learning Theories- Classical conditioning, Operant conditioning-social learning Theory-Behavioral analysis –Behavioral Modification techniques.

References:

Antony John D (1997) - “Psychotherapies in counselling” Nochiodaipatty, Anugraha publications

Antony John D (2008) - “Principles and practices in counselling” Nochiodaipatty, Anugraha publications

Chrwanowski Gerald (1977) -“Interpersonal Approach to Psychoanalysis” New York Garner press Inc.

Teranee Wilson C. And O. Leary K. Daniel (1980)- “principles of Behaviour Therapy” New Jersey, pretice Hall Inc.

Vimala (1995) “Textbook of Psychotherapy” New York sterling publishers Pvt. Ltd.

PGDC	INTRODUCTION TO MARITAL AND FAMILY COUNSELLING	Max Marks 100
Code: 13PGDC03		3 hours

Objectives:

- To help students understand the importance of Marital and Family Counseling.
- To provide knowledge on the meaning, methods, theories and principles of Marital and Family Counseling.
- To strengthen the skills required to practice as a Counselor in this field.

UNIT I

Family and marital counseling-Meaning, definition, need, objectives, process and principles and its Application

UNIT II

Marriage – concept and importance of marriage, process involved in marriage, myths relating to marital life, changing patterns in marriage, nature of marital problems, role of sex in marriage – pre marital counseling and post -marital counseling , Process in Marital Counseling and role of marital counselor.

UNIT III

Family: concept and functions, Family types, Family as a system, the family life-cycle, family communication, understanding the dysfunctional family System, Life cycle tasks of the functional and Dysfunctional Family system, Family myths, process in family counseling, role of family counselor.

UNIT IV

Theoretical orientation on family counseling- Family Systems Counselling of Murray Bowen - Structural Family Counseling –Cognitive Behavior Family Counseling – psychoanalytic family counselling conjoint family counselling.

UNIT V

Treatment Modalities – Family Sculpting – Family Reconstruction – Multiple family therapy – Narrative Therapy with families and family psycho education and psycho drama.

References:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling Publications
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2005) Self Psychology Counselling, , Anugraha Publications, Nochiodaipatti.
4. Aylmer, R.C. (1986) Bowen Family Systems Marital Therapy in Jacobson, N.S.- (Eds.) Clinical Hand Book of Marital Therapy. New York: The Guildford Press.
5. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

PGDC	COUNSELLING IN DIFFERENT SETTING	Max Marks 100
Code: 13PGDC04		3 hours

Objectives:

- To enable the students to understand the scope and importance of counselling in different settings.
- To facilitate the trainees in identifying the suitable techniques of counselling applicable to different fields
- To Strengthen the skills required to practice as a counselor in different settings

Unit I Counselling in Health Setting;

Scope and need for counselling in medical setting- communicable, non- communicable diseases, Concept of Patient as a Person – sick role – illness behavior –Psychiatric setting- mental illness –psychosis, neurosis and others –hospitalization of patient – Impact on Family – Need and method for the involvement of family in treatment process.

Unit II Counselling in Industrial Setting:

Industrial Counselling, Individual needs Vs organizational needs, Counselling related to chronic absenteeism, accidents, alcoholics, alcoholism, stress, burnout- coping strategies. Performance counseling (Eigen’s model), Retirement Counseling

Unit III Counselling in Educational Settings:

Need for educational counseling - stages of development (Prenatal to Adolescent) General Characteristics – Physical, psychological, social development – Sexual relationship, Developmental crisis; Role of Teachers and parents Problems of Adolescent like addiction, infatuation , learning disability, low scholastic Performance, career counseling.

Unit IV counselling in correctional setting

Juvenile delinquency, street children, delinquent behavior. Role of counselors in dealing with juvenile delinquents

Unit V Counselling in Crisis Situation:

Psychiatric Emergencies – Suicidal Counselling – Grief Counselling – Rape – Post Traumatic Stress disorder – Accidents. Major illness – AIDS, Cancer.

References:

- Dorroh, Thelma lee (1974), Between Patient and health worker, Megraw hill, Newyork.
 Banker. L.M.(1969) – A hand book of Mid wifery for Nurses in India
 Aggarwal I.C. 8th ed (1985), Educational Vocational Guidance and Counselling, DOABA, House
 Shashi Prabha sharma Kambhar, Carrer guidance and counselling Principles and Techniques, problem disabilities – New Delhi
 Meerut Kochchar.S.K. (2006) “Education & Vocational Guidance in Secondary Schools” New Delhi, Sterling publishers

PGDC	COUNSELLING Skills Lab	Max Marks 100
Code: 13PGDC05		3 hours

Objectives:

- **To enrich the students to gain knowledge about Counselling**
- **To bring out their inner potentials and strengthen the personal qualities as a Counsellor**
- **To give practical exposure in order to strengthen empathy burling activities and coping with feelings**

M.Phil Social Work

Academic Year-2014-2015

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Research Methodology for Social Work.	8 hours
14MPHILC11		

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Scientific method – its characteristics, purpose, assumptions, steps. Scientific method and social work research. Theory building in social research. Social Work Research: meaning, objectives, scope, process, integrating research and social work practice.

UNIT –II:

Formulation of a research problem. Concepts, operationalisation of concept, construct. variables, types and relationships among variables. Hypothesis – formulation, types – relational working, test, null and alternate. Attributes of a sound hypothesis. Research designs – exploratory, explanatory, diagnostics and experimental. Impact studies, cost – benefits studies, monitoring and evaluation. Evaluation of Social work services – Measurement tools for Evaluation of social work programme and practice.

UNIT – III:

Qualitative and Quantitative research: Qualitative: meaning, scope, characteristics, strategies, criteria: methods of qualitative research: ethnography, focus group discussion, life history(oral and narrative, and content analysis – use and limitations.

Quantitative: Meaning, types, quantitative Vs quantitative: triangular .Action Research, Mixed methods, evidence based research

UNIT –IV:

Sources of data – Primary and secondary. Research tools – interview schedules, guides, questionnaires & case study. Scaling techniques ,reliability and validity. Methods of data collection – observation, interview. Sampling – need, Types and procedures. Determination of sample size. Sampling error. Preparation of research proposal. Report writing

UNIT – V:

Use of statistics and their limitation. Levels of measurement – nominal, ordinal, interval and ratio. Measures of central tendency – mean, mode and median. Dispersion – range, quartile deviation ,mean deviation, standard deviation. Correlation – product moment, Spearman’s Rho, Phi Coefficient, Yule’s Q, Guttman’s Lambda, Gamma. Tests of significance, tests based on “t”,Z and Chi square. Introduction to computer - Data entry, Data Processing and Data Analysis SPSS and its use.

References:

1. Champion,D.J. (2000) Basic Statistics for Social Research(Section, Chandler)
2. Galtung, J (1967) Theory and Methods of social Research. (London: Geroge Allen and Unwin)
3. Goode, J, and Hatt P.K. (2001) Methods in social Research(New york: McGraw Hill)

4. Ramachandran, P. (1968) Social Work Research and Statistics, Ch.33 in Wadia A.R. History and Philosophy of Social Work in India. Bombay: Allied Publishers.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	HUMAN RESOURCE MANAGEMENT	8 hours
14MPHILHRE1		

Objectives

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

Unit- I

Relevance of Theories of Management in 21st century –Henry Foyal, Elton Mayo, Frederick Taylor, Peter Drucker. Compensation Management System- Wage Structure, Impact on Industry, Human Resource Acquisition: Hiring Strategies, Ethics in Selection Process, Use of Psychometric tests in Selection process and its relevance.

Unit-II

Talent Management: issues and problems, Performance Management Systems: Performance Assessment Techniques, Role of Managers, Reward Practices, Performance Counselling, Mergers and Acquisition: Issues and Problems of workers, Policies and its impact on Mergers and Acquisitions

Unit-III

Organizational Behaviour- Concepts, Definition, History, Methods. Understanding of human behavior - Process of Behaviour. Behavior Models - Individual Behaviour and Group Behaviour - influence of group behaviour in an organizational environment. Employee Motivation at work places, Motivational practices and its impact on Attrition, Stress, Burnout: causes and consequences and its impact on work Life.

Unit-IV

Leadership Theories, Individual Development – Team Development and organization Development Organisational Development : The Concept, Definition , objectives , Evolution: Kurt Lewin, Robert Tanenbaum, McGregor, Herbert Shepard, Robert Blake. Scope and practice of OD, Emergence of OD as an applied Behavioural Science.

Unit-V

OD Intervention: Factors influencing choice of an OD intervention, Structured Intervention: Work Redesign, Work Module, Quality of Work Life, Management by Objectives, Quality Circles. Behavioural Intervention: Sensitivity Training, Transactional Analysis, Career Planning, Inter-Group Interventions: Team Building, Survey Feed Back, Managerial Grid.

References:

1. Ramasamy, T.(2011) Principles of Management, Mumbai, Himalaya Publishing House
2. Rao, V.S.P.(2010), Human Resource Management, New Delhi, Exell Books
3. Aquinas(2009), Human Resource Management, New Delhi, Vikas Publications
4. Aswathappa, (2009), Human Resource Management, New Delhi, TataMc.Growhill
5. Shahbaz and Anita(2010), Contemporary Human Resource Management, Altantic Publications.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROJECT CYCLE MANAGEMENT	8 hours
14MPHILCDE1		

OBJECTIVES

- To help the Scholars understand the importance of PCM
- To develop their Competency in PCM

UNIT I

PCM: Definition, Importance, project Cycle, role of project manager

UNIT II

Project Identification: Needs assessment, Capacity assessment, Tools – Listening, Interviewing, Focus groups, Community Mapping.

UNIT III

Project Design: Stakeholder analysis, Problem analysis, Logical frameworks, risk analysis.

UNIT IV

Proposal – Activity Planning, budgeting Indicators development – QQT – Quantity, Quality & time.

UNIT V

Implementation & Evaluation: Difference between monitoring and evaluation, types of evaluation, tools used in evaluation-PRA,PERT,CPM and input out put ratio.

REFERENCES

- 1.Spreckley freer (2006), Project cycle Management, England, Local Livelihood Limited.
- 2.Blackman Rachel (2009), Project cycle Management, England, Tear fund Publications.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Clinical Social Work	8 hours
14MPHILMPSWC1		

Objectives:

- To enable the students to acquire knowledge on mental health problems.
- To make the students to understand therapies relating to social work practice.
- To provide knowledge to the students regarding community mental health .

Unit 1 Basic concept of health:

Health- definition- changing concept of health- public health and community medicine- preventive and social medicine- levels of prevention. Dimension of health, Concept, definition and meaning of mental health. Medical sociology and social work – meaning and definition- relationship of sociology and Social work to medicine.

Unit-2 Mental Disorders:

Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Neurosis- Anxiety states, Depressive Reaction, Obsessive Compulsive Disorder, Convulsive Disorder, Phobic Reaction and Hypochondriasis b) Psychosis- Functional, Affective Disorders and Organic Disorders. Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Psychosomatic Disorder b) Personality Disorder – Alcoholism, substance abuse, anti-social Behavior, sexual Disorder and Deviations. C) Psychiatric problems among children and adolescents. D) Epilepsy e) Mental Retardation f) post traumatic stress disorder.

Unit 3 Social Work approaches and therapies relating to group ,family ,marriage and sex.

Group Therapy: Historical origins, theoretical models, types groups, stages of group therapy, process issues including role of the therapist, techniques, applications of group therapy. Family Therapy: The development of family therapy, schools of family therapy, models for the assessment of families, common family problems and their treatment, treatment goals, methods of therapy, terminating treatment. Marital Therapy: Development of marital therapy, current approaches, divorce and mediation, pre-marital counseling. Sex Therapy: Individual and couple sex therapy, techniques, sex counseling- current approaches.

Unit 4 Therapies relating to children and patients with special conditions

Therapy with children: Introduction to different approaches, Psychoanalytic therapies (Ana Freud, Melanie Klein, Donald Winnicott); Special Techniques (Behavioral and Play) for developmental internalizing and externalizing disorders. Therapy with adolescents. Therapies and techniques in the treatment of Deliberate self harm, Bereavement, Personality Disorders, Chronic Mental illness.

Unit-V Community Mental Health:

The Mental Hygiene Movement – scope of community mental health – primary prevention – community mental health education – Community Mental Health Programmes in India – Mental Health Act – Forensic Psychiatry.

References:

1. Introduction to Health Education, Walter H. Gresene, Bruce G.Simons- Morton Macmillan Publishing Company, New York, collier Macmillan Publisher, London.
2. Social Work Practice in Health Care, Carle Bailey Germaine, The Free Press, a Division Of Macmillan Inc., New york, collier Macmillan Publisher, London.
3. Social Work Perspective on Health, P.K Bailey Rawat Publication, Jaipur and New Delhi.
4. Problems and Practices in Mental Hygiene, Subdury Dattatreya, Sublime Publication, Jaipur.
5. Anderson R & Bury MM (Eds), Living with chronic Illness-The Experience of patients and their Families.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Concept Paper	8 hours
14MPHILC12		

Objective:

To help the scholar develop holistic understanding about the concept in which they plan to do research.

Structure of the paper:

The structure and the content of the paper would finalized by the Research Guide in consultation with the research scholar.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Research Dissertation Project	8 hours
14MPHILC21		

Objective:

- To enrich the scholars with scientific research methods.
- To enable them to contribute to knowledge development through research findings.

MSW-Social Work

Academic Year-2014-2015

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS	6 hrs week
Code:14MSWC11		Credit: 4

Objectives

- To orient the students on the basic concepts related to professional social work
- To make the students to appreciate the professional values and ethics of social work
- To orient the students to Know about the various social problems and policy measures taken to address it

UNIT-I

Understanding Social Welfare, Social Work, Social Policy, Social Security, Social Development, Social Policy. Evolution of Social Welfare in U.K. U.S.A. and in India. Approaches and Models in Social Welfare and Social Work practice Professionalization of Social Work Practice.

UNIT- II

Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions.

UNIT – III

Social problem - Concept, Causes, Characteristics and Theories - Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- IV

Major Social Problems - Poverty, Unemployment, Commercial Sex Work, Beggary, Substance Abuse, Delinquency, HIV/AIDS, Problems of the people with disabilities. Social Work and legislative Interventions to combat social problems.

UNIT – V

Fields of Social Work - Community, Family, Health, School, Industry. International and National Associations for Social Work Education and Social Work Practice. Objectives and activities of IASSW, APASWE, NASW, IFSW, ASSWI. Problems and Challenges of Social Work Education in India. Role of Social Workers in Different Settings.

REFERENCES:

1. Chowdhry, Paul, (1992), Introduction to Social Work, New Delhi, Atmaram & Sons.
2. Cox, David & Pawar, M. (2006), International Social Work - Issues, Strategies and Programmes, New Delhi, Vistaar Publications.
3. Friedlander, (2005), Concepts and Methods of Social Work, New Delhi, Prentice Hall.
4. Gangarade, K. D, (2005), Gandhian Approach to Development and Social Work, New Delhi, Concept Publishers.
5. Madan, G.R. (1981), Indian Social Problems, Calcutta, Allied Publishers.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	UNDERSTANDING THE SOCIETY	6 hrs week
Code: 14MSWC12		Credit: 4

Objectives

- To make the students to understand the basic concepts and theories about society
- To enable the students to understand the contributions of different sociological thinkers
- To orient the students about the changes that is happening in the society

UNIT. I

Introduction to Social Sciences and its relevance to Professional Social Work. Concept of Society- Meaning, types and characteristics. Man as a Social Being. Community- Rural Urban and Tribal Communities. Social Organisations - Meaning and Forms. Concept of Associations - Difference between Society, Community and Association

UNIT. II

Introduction to Sociological Theories: August Comte, Spencer, Weber, Durkheim, Simmel, Karl Marx. Indian Social thinkers - Gandhiji, Vivekanandar, Ambedkar and EV Ramasamy.

UNIT. III

Concept of Culture. Culture and Society. Culture and Personality. Cultural Lag. Cultural assimilation. Civilization - Customs, Mores, Folkways. Socialization - Meaning, Agencies and Functions. Social Control - Meaning and agents - its effect on individual and society

Social Processes –Associative Processes-Co-operation, Accommodation, and Assimilation.
Dissociative Process-Competition, Conflict,

UNIT. IV

Social Stratification - Meaning and Theories. Caste, Class and Race.Changing pattern of caste system in India. Social Mobility - Concept and factors for social mobility - Types of social mobility. Social Institutions - Marriage, Family, Religion - Meaning Types, and Functions and Changing Patterns - their Influence on individual. Social Inclusion & Exclusion.

UNIT. V

Social Change – Meaning, Theories, Causes and consequences. Social change in India. Group Behaviour - Social Groups- Primary groups, Secondary groups, Reference groups. Group dynamics - Crowd, Audience, Public Opinion, Propaganda and Group Morale.

REFERENCES:

- 1.Nisbet, Robert(1993), Sociological Tradition, Transaction Publishers,
2. Merton.R.K.(1968) Social Theory and Social Structure, New York, Free Press
- 3.Harry. M. Johns, (1993), Sociology – A Systematic Introduction, Chennai, Allied Publications.
- 4.Horton,P.S& Hunt, C. L. (2005), Sociology, New Delhi, Tata McGraw Hill.
- 5.Ramasamy, P. (2008). General and Medical Sociology, Chennai, New Millennium Publications
6. Singh, Yogendra, (1994), Modernization of Indian Society, Jaipur, Rawat Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	DYNAMICS OF HUMAN BEHAVIOUR	6 hrs week
Code: 14MSWC13		Credit: 4

Objectives

- To provide an orientation about the human growth and development.
- To make the students to understand the features of various life phases
- To develop the psychological testing skills of the students

UNIT.I:

Psychology – Definition- Meaning – Branches and scope of psychology – fields – Methods – Introduction to Cognitive theories – Health Psychology – Need – Role of Psychology in Health – Relevance of Psychology for Social Work practice.

UNIT.II:

Development of Psychology – A Historical Perspective: Introduction The early age pre – Scientific Psychology – the Modern age of Scientific Psychology – Structuralism – Functionalism – Behaviorism – Gestalt Psychology – Psychoanalysis – Transactional analysis.

UNIT.III:

Human Growth and Development: Meaning of development tasks – Biological foundation – Pre-natal development and Birth – Infancy – Baby hood – Early child hood – late child hood – Puberty-Adolescence – Early Adult hood – Middle adult hood – old adult hood – Physical , Psychological and social aspects of development.

UNIT.IV:

Human Learning – Meaning and Nature – Types of Learning – Theories of learning – Theory of Classical Conditions – Principles of classical condition – operant condition – Introduction to Behaviour Modification Techniques. Perception, Attitude, Attitude Formation.

UNIT.V:

Human Motivation: Definition – Meaning – Theories of Motivation – Basic Human needs – Personality – definition – Meaning – Theories – Types –Social Learning theory – Defence mechanism. Introduction to Psychological Testing – Definition – Types – Characteristics& Importance.

REFERENCES:

1. Ronald J. Comer,1998 wh. Freeman and Company. Fundamentals of abnormal psychology
2. M.S.Bhatia 2010.CBS Publishers & Distributors Pvt, Ltd, New Delhi, Chennai- Short text book of Psychiatry V edition
3. Michael gelder 2009 Paul Harrison and Philip cown oxford University Press – Shorter Oxford text book of Psychiatry V edition
4. Jaypee Brothers 2005 Medical Publishers (P) Ltd , Diagnostic and Statistical Manual of Mental Disordeers DSM – IV – TR
5. DevidH.BarlowV.Mark Durand 2008, Thomson, wadsworth, Abnormal Psychology

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	SOCIAL CASE WORK	6 hrs week
Code: 14MSWC14		Credit: 4

OBJECTIVES:

- To help the students understand the concepts, principles, process of social case work and its applications.
- To develop the competence of students to practice Social Case Work.

UNIT-I:

Social case work - Concept, definition, meaning, objectives and history. Dynamics of human behaviour and its application to social case work. Basic components of social case work - Problem, Person, Place, Process.

UNIT- II:

Principles of Social Case Work. Process – Intake(Types), Study(Case History Collection), Diagnosis(Prognosis), Treatment, follow up and termination. Understanding change and change process. Case History taking.

UNIT- III:

Models of Social case work- Social diagnostic (Richmond), Supportive (Hamilton), ProblemSolving (Perlman), Crisis Intervention (Rappaport) and Competence Based (Elleen Gabriel).Approaches to Social Case Work.

UNIT - IV.

Tools of helping- listening, the art of probing, conditions promoting therapeutic relationship:

unconditional positive regard, genuineness and empathy, managing reluctant and resistant clients, resources mobilization, home visits and collateral contact. Transference & Counter-Transference.

UNIT V:

Application of Social work in different settings: family, educational, medical, Correctional and Industry.

Recording-importance, types: narrative, process, verbatim and summary.

MSW I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FIELD WORK PRACTICUM	6 hrs week
Code: 14MSWC14		Credit: 4

Supervision- need and importance in the practice of Social Case Work.

REFERENCES:

1. Aptaker, Herbert. (1982), Dynamics of Case Work and Counseling, Boston, Mifflin Pub.
2. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
3. Upadhyay,P.K. (2003), Social Case Work, New Delhi, Rawat Publications.
4. Perlman Helen (2011), Social Case Work, New Delhi, Rawat Publications.

Objectives:

- To expose the students to the realities and thereby strengthen their social sensitivity.
- To familiarize them with the organizations working among the vulnerable/disadvantaged groups.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL GROUP WORK	6 hrs week
Code: 14MSWC21		Credit: 4

Objectives:

- To help the students understand the concepts, principles, process of Social Group Work and its applications.
- To develop the competence of students to practice Social Group Work.

Unit – I

Introduction to Social Group Work: Definition, Objectives of Social Group work, the group and personality Development Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

Unit – II

Dynamics of group work Process: Process of group formation structure and demotion of the Pattern and Process of group interaction: group clinic, group diagnosis, leadership, Use of Socio metrics & Socio matrix.

Unit – III

Principles of Social group Work: Principles of planned group formation – specific objectives- purposeful worker group relationship – continuous individualization – guided group interaction – democratic group self-Determination – Flexible functional organization - Progressive programme experience.

Unit - IV

Group work Process: Intake – Study – diagnosis goal setting, treatment and Evaluation. Principles of Programme Planning. Programme Laboratory and its Relevance: Games, Singing and dance, arts and crafts, dramatics and role play, storytelling, Puppetry, Group discussion and exposure.

Unit – V

Role of Group worker- enabler, helper, supporter, therapist, resource utilization and evaluation. Skills of the social group worker.

Application of Social Group Work in different settings -Industry, Hospital, Family, educational, correctional. Preparation of group work records – guidelines for writing records – Research in social group work .

References:

1. Turner, J.F – Differential diagnosis & Treatment in Social work, Net York, the Free press
2. Heap, Ken: Group theory for Social workers, Penguman Press
3. Douglas, Tom: A Theory of Group work Practice, Macmilan press
4. TreckerHerleigh(1972), Social Group Work: Principles and Practice
5. Siddiqui, H.Y (2008), Social Group Work: Theory and Practice, New Delhi, Rawath Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WELFARE ADMINISTRATION & LEGISLATION	6 hrs week
Code: 14MSWC22		Credit: 4

Objectives:

- To make the students to understand various social policies and social welfare administration
- To make the students to understand the administrative arrangements for social welfare administration in India
- To throw more light on various legal aspects, acts which are applicable in the field.

UNIT.I

Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangements and constitutional base for Social Welfare / Policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

UNIT.II

Policy issues related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and evaluation. Guidelines to prepare project proposals

UNIT.III

Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act.Memorandum of Association.Constitution and Bye - laws.Functions of Governing Board.Provisions in Income Tax Act.Overview of administrative process.POSDCORB.Planning, Organizing, Staffing, Directing, Controlling, Reporting and budgeting.

Unit-IV

The Family Courts Act1984, The Protection of Women from Domestic Violence Act, 2005, The Dowry Prohibition Act, 1961, The Indecent Representation of women (Prohibition) Act, 1986, The Prohibition of Child Marriage Act,2006. The Compulsory Registration of Marriage Act, 2007,The Pre-conception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, Sexual Harassment at Work Place Act

Unit-V

Right to Information Act 2005,The Maintenance and Welfare of Parents and Senior Citizens Act, 2007, The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act 1989, Right to Education, Consumer Protection Act of 1986. Public Interest Litigation in India: Growth, issues to be raised in PIL, Legal Aid Services Authority Act

REFERENCE BOOKS:

- 1.KumarJha (2009) , Encyclopedia of Social Work, Social Welfare and Social Work, Anmol, New Delhi
2. Gautam et al, (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
- 3.Bhatiya&Dingh (2009), Social Policy In India, New Royal Book Company, Lucknow.
- 4.Bose.A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.

MSW I Year	CORE	Max Marks 100
Semester –II	COMMUNITY ORGANISATION	Int: 25 Ext: 75
Code: 14MSWC23		6 hrs week
		Credit: 4

5.Chowdhry, Paul, (1993), Hand Book on Social Welfare in India, Delhi, Atmaram

OBJECTIVES

- To help students understand community organization as a method of social work.
- To enable them understand the methodology of organizing the community.
- To help them develop an understanding about the application of community organization in different conditions.

UNIT I

Definition of community, characteristics and types of community (functional and geographical). Differences between rural and urban community. Importance of understanding the Community Leadership and the Power structure in the community.

UNIT II

Community Organisation – Definition, Objectives, Assumptions, and Principles. Community organization as a method of social work. Approaches in community organization – Neighbourhood Development Model, System Change Model & Structural Change Model.

UNIT III

Jack Rothmans Model- Locality Development, Social Planning and Social Action .Community organization and Community development.

Phases /Steps in community organization- study, analysis, Assessment, DecisionMaking,

Planning, Action and modification. Classification of methods /Tools (Arthur Dunham). Importance of Conflict Resolution Methods. Skills of a Community Organizer.

UNIT IV

Social Action: Definition, Principles, assumptions and strategies. Advocacy and Lobbying. Contributions of Gandhi, Saul Alinsky and Paulo Frierrie.

UNIT V

Role of community organiser, Application of community organization method in issues related to Natural Resource Management, Public Health, Child Rights, Food Security, Civil Conflicts and Disaster Management.

REFERENCES

1. HY Siddique, (1984) Social Work and Social Action (Developmental Perspective), New Delhi, Harnam Publications.
2. Freire, Paulo, (1972) Pedagogy of the Oppressed, Penguin, Harmondsworth.
3. Anne Hope & Sally Timmel, (1984) Training for Transformation , London. Intermediate Technology Publications.
4. Mark.S.Homan, (1993) Promoting Community Change, California, Brooks/Cole Publishing Company.
5. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WORK RESEARCH AND STATISTICS	6 hrs week
Code: 14MSWC24		Credit: 4

Objectives:

- To enable students to understand the importance and need for Social work research and statistics.
- To help students understand the methodology of social work research and statistics and its application in the field.

UNIT I :

Basics of Social Sciences Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Social Work Research: Definition, Meaning, Present position and Agencies in India, Problems & Challenges in Social Work Research.

UNIT II :

Problem Identification, Review Of Literature (ROL), Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research. Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Factors influencing the choice of designs. Hypothesis – Definition, meaning, types, conditions, relevance in research. Pilot study and its importance.

UNIT III :

Universe and Sampling-Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data

collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Introduction to the application of Qualitative Research, Focused Group Discussion (FGD), Participatory Rural Appraisal (PRA) & Mixed Methodology.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD,SD). Correlation- Meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests. ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V :

Analysis , Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive

MSW I Year	ELECTIVE	Max Marks 100 Int: 75 Ext: 25
Semester – 2	FIELD WORK PRACTICUM AND SUMMER PLACEMENT	6 hrs week
Code: 14MSWC25		Credit: 5

summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Social work using previous studies.

REFERENCES:

1. Anderson et al, (1991), Thesis and Assignment Writing, New Delhi, Wiley Easton Ltd.
2. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
3. Champian, DJ. (2001), Basic Statistics, Prentice Hall
3. Goode & Hatt, Methods in Social Research, McGraw Hill
4. Gupta, S P. (2005). Statistical Methods, New Delhi, Sulthan Chand.

Objectives for concurrent field work:

- To help students to understand the organizational responses to empower client groups
- To strengthen the competence in social work methods by practicing it in the field

Objectives for Summer Placement:

- To familiarize the students with the administration of agencies.
- To intensify the learning about the application of social work methods in different settings.

MSW II Year	CORE Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCES MANAGEMENT	6 hrs week
Code: 14MSWHR31		Credit: 5

Objectives :

- To explain the basic concepts of HR and their application in students
- To import the knowledge about various HR practices which are applicable in industry

UNIT I

Management -Definition, Concept, Principles. Schools of thoughts on Management - Scientific Management Movement - Henry Fayol's principles of management - Human Relations Movement - Systems Approach - Contribution of Frederick W. Taylor, Elton Mayo, Peter Drucker. Human Resources Management: Definition, Concept, Principles, Philosophy

UNIT II

Human Resources Planning - steps and methods. Manpower forecasting. Human Resource Acquisition: Recruitment - Modern methods - Selection Process - Uses of Psychometric tests in selection process, Job analysis- purpose and methods- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement, Attrition analysis, Retention Management: Need & objectives, method, Exit interview

UNIT III

Performance Appraisal, Performance Management System – History, Concepts, Philosophy, Process – Competency Mapping, Skill Matrix, 360 Degree Appraisal, Balanced Score Card, People Capability Maturity Model, Assessment Centre, Potential Appraisal, Performance Counselling, Mentoring

UNIT IV

Total Quality Management, Total Productivity Maintenance, Kaizen, 5 S, , ISO 9001, 14001, 18001, QS 9000, OHSAS, Social Accountability System,

Quality Circle, Just in Time, Corporate Social Responsibility,

UNIT V

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Organizational Culture- concept, factors affecting the culture- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques.

REFERENCE

1. Arya & Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	CORE Specialization: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	LABOUR LEGISLATION – I	6 hrs week
Code: 14MSWHR32		Credit: 5

Objectives

- To help the students understand the importance of labour legislations
- To impart knowledge about various acts which are essential in industrial setting.

UNIT.I

History of Labour Legislation, Labour in the Indian Constitution, Labour Administration and functions of Factory Inspectorate and Judicial set up.

UNIT.II

Factories Act 1948 with rules, The Tamilnadu Factories (welfare officers) Rules 1950, The Contract Labour (Regulation and Abolition) Act 1970 and relevant case laws

UNIT.III

The Tamil Nadu Shops and Establishments Act 1947. The Plantation Labour Act 1951, The Child Labour Regulation and Abolition Act 1986 and relevant case laws

UNIT.IV

The Employees Provident Fund Act 1952, Employees Deposit Linked Insurance Scheme 1976. Employees' Pension Scheme, 1995, The Payment of Gratuity Act 1972 and relevant case laws

UNIT.V

The Employees State Insurance Act 1948, The Workmen's Compensations Act 1923, The Maternity Benefit Act 1961 and relevant case laws.

REFERENCE

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Mishra, SN, (2007), Labour and Industrial Laws, Allahabad, Central law Publications.
4. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.
5. Vaidiyanathan .S & Sri Vidya, (2006), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency.

MSW II Year	CORE	Max Marks 100
	Specialization: Human Resource Management	Int: 25 Ext: 75
Semester – 3	EMPLOYEE WELFARE	6 hrs week
Code: 14MSWHR33		Credit: 5

OBJECTIVES

- 1) To enable the students to understand concept of employee welfare in the industry
- 2) To orient the students on the employee welfare programmes provided in the industries and its importance
- 3) To make the students to understand the problems of the employees and the importance of their welfare.

Unit - I

Employee Welfare- Concept, Definition, importance, Scope, Principles and Theories. Functions of Inspector of Health and safety and Commissioner of Labour.

Unit -II

Classification of welfare facilities – Statutory and Non-Statutory, Fringe Benefits. Family Welfare Programmes in Industry, Agencies of labour welfare. Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR

Unit – III

Welfare provisions under different legislations – Factories Act, Plantations Labour Act, Shops and Establishment Act, Motor Transport Workers Act, Mines Act, Unorganised Sector Workers Act

Unit -IV

Workers Education: Concept, Functions of Workers Education, Labour Welfare Fund, Industrial Housing, Canteen, Transport, ESOP, Sabbatical, Safety Committee, Workers Co-operatives

Unit – V

Employee welfare Provisions under Social Security. Appointment and Functions of welfare officers under Act, Social Work Practice in Industrial Setting – With Individuals, Groups, Community, Role of Industrial Social Worker in Industries.

References:

1. Memoria, C. B. (1966) Labour Problem and Social Welfare in India, Allahabad: Kitab Mahal
2. Punekar, S. D. (1978) Labour Welfare, Trade Unionism and Industrial Relation, Mumbai: Himalaya Publishing House
3. Tyagi, B.P. (1996) Labour Economics & Social Welfare, Meerut: Jaiprakash Nath.
4. Sarma, A.M. (1995) Aspects of Labour Welfare and Social security, Mumbai: Himalaya Publishing House.
5. Subramaniam, V. (1996) Factory Laws applicable in Tamilnadu, Chennai: Madras Book Agency.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	RURAL COMMUNITY DEVELOPMENT	6 hrs week
Code: 14MSWCD31		Credit: 5

Objectives

- To help the students understand the basic concepts & theories about rural community development
- To orient the students about various Government & Non-Government organizations working for rural community development

UNIT. I

Community Development - Concept, Meaning, Need, History, Principles, Objectives. Rural Development - Concept, Definition, Meaning, Need, Objectives. Rural Development in India - Origin and background - Srinekethan, Sevagram, Marthandam, Guregon, Baroda, Firka Development, Nilokheri and Etowah Pilot Project. Approaches to rural development - Gandhian contractive programme - Contribution of Vinobaji.

UNIT. II

Rural backwardness- causes and the need for planned change. Problems and Prospects with reference to agriculture and allied activities - Land and its use and Irrigation. Approaches to Rural Development – modern agricultural technology, social forestry, land reforms.

UNIT. III

Rural poverty - causes, consequences and measurement. Rural Issues relating to animal husbandry, rural migration, rural industries, *water scarcity*, *health and sanitation*.

UNIT IV.

Administrative and organizational arrangement for rural development from block to National level. Constitution 73rd amendment – Salient features of new Panchayati Raj system – Rural credit - role of co-operatives, banks, micro finance institutions and NABARD (National Bank for Agriculture and Rural Development). District Rural Development Agency.

UNIT V

Policy and Programmes – National Policy on Rural Development-objectives, importance and strategies.

Programmes-SYSY, SYRY (Sorna Jeyanthi Rojgar Yojana), MNREGP (Mahatma Gandhi Rural Employment Guarantee Programme), NRHM (National Rural Health Mission), ICDS (Integrated Child Development Scheme), PURA (Provision for Urban Amenities in Rural areas) and mid day meals scheme.

References:

1. Mammoria, (1998) Agricultural Problems in India, Himalaya Publishing Company, New Delhi
2. Goel, S.L. & Shalini Rajneesh, (2003) Panchayat Raj in India – Theory & Practice, New Delhi, Deep & Deep Publications.
3. Desai, Vasant, (2005) Rural Development in India, Past, Present and Future Challenges, Mumbai, Himalaya Publishing Company..
4. Coen Regntjes, Bertus Haverkort & Ann Waters Bayer, (1992) Farming For The Future, Netherlands, Macmillan & ILEIA.
5. Chambers, Robert, (1983) Rural Development – Putting the last First, Harlow.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	URBAN COMMUNITY DEVELOPMENT	6 hrs week
Code: 14MSWCD32		Credit: 5

Objectives :

- To provide basic concepts & theories about urban community development
- To orient the students on various Govt. & Non-Govt. organization for urban community development.

UNIT I

Definition and characteristics of urban areas - town, city, metropolis, suburbs, satellite towns. Urban Sociology, Urban Ecology and Environmental Psychology – its relevance for urban community development practice. Demographic and land use pattern in Urban areas. Social Area Analysis. Urbanization and urban growth in India and in TamilNadu.

UNIT II

Problems and prospects of Urban life – Crowding, Density, Noise, Air, Solid and Liquid waste disposal, Pollution, Urban housing, Water supply, Transport, Urban public health, Urban non-formal sector.

UNIT III

Urban Community Development - meaning and scope. Poverty in Urban areas, Urban development programs in India. Review of Indian experience in urban development with reference to Town Planning,. . IDSMD (Integrated Development of Small and Medium Towns etc) and JNNURM.

UNIT IV

Slums in India – *history, types, theories, causes and Conditions*, Culture of Poverty in slums. Urban poverty alleviation programmes. Slum Clearance and Improvement

UNIT V

Administrative *structure and functions* of policy arrangements for urban development with reference to Municipalities, Corporations, Metropolitan Development Authorities. Constitution -74th amendment and its relevance to urban development. Municipal Administration in TamilNadu.

References:

1. Aray & Abbasi, (1995), Urbanization and its Environmental Impact, New Delhi, Discovery Publications.
2. Diddee, Jeyamala, (1993), Urbanization – Trends, Perspectives and Challenges, Jaipur, Rawat Publication
3. Gill, Rajesh, (1994), Slums as Urban Villages, Jaipur, Rawat Publishers
4. Mahesh Chand & Puri VK, (1990), Regional Planning in India, Chennai, Allied Publishers.
5. Ramachandran, (1989), Urbanization and Urban System in India, New Delhi, Oxford University Press.

MSW II Year	CORE Specialization: Community Development	Max. Marks:100
Semester III		Int.25 Ext.75
Code:14MSWCD33	INTRODUCTION TO LIVELIHOOD PROMOTION	Hours 6
		Credit 5

OBJECTIVES

- To help the students understand the concept of livelihood and livelihood promotion
- To facilitate their understanding about the livelihood frameworks.
- To develop their skills in developing livelihood interventions.

UNIT I

Concept, Meaning, Principles, Need, History and Importance of Livelihood Promotion .Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social.Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood Outcomes.

UNIT II

Livelihood Frame Work Analysis – Different models – IFAD, DIFD, CARE, BASIX, IMM. Objectives of livelihood promotion – Enhancing Income, Increasing Food Security, Reducing Risk, Reducing variances in income, Reducing migration, Organizing Producers, Enhancing money circulation.

UNIT III

Steps and Tools in designing livelihood intervention. Internal and External context. Creating livelihood profile, Mapping of Community Assets, Profiling the local markets. Understanding Viability, Range of goods, Clustering, Internal & External Economies, Backward& Forward Linkages.

UNIT VI

Markets and Livelihoods- Importance of Sector, Sub sector, Value chain analysis in selecting an intervention.Understanding Rural & Urban Livelihood Linkages. Methods of Interventions – Technology, Training, Marketing, Policy Advocacy, Asserting Rights, Developing Local Economy, Credit, Infrastructure and Institution Building. Ownership and Management

UNIT V

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance. Government, Non Profit & Corporate Initiatives in livelihood promotion.

REFERENCES

1. Vijay Mahajan, SankarDatta and Gitali Thakur, (2001) A Resource Book for Livelihood Promotion, BASIX,
2. Phansalkar,(2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai, Sir Dorabji Tata Trust.
3. Livelihood - Key Concepts,(1999) ICRA Learning Resources
4. DFID (2001) Livelihood Framework - Sustainable Livelihood Guidance Sheets
5. Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HEALTH AND HYGIENE	6 hrs week
Code: 14MSWMP31		Credit: 5

Objectives :

- To orient the students on various concepts about Health & Disease.
- To enable the students to understand the various local, national and international organizations for health.

UNIT-I

Concept of Health and Disease - Physical, Social, Mental and Spiritual Dimensions of Health. Their importance on individual's positive health.

Public Health - Definition, meaning, functions and importance. Preventive, Social and Community medicine. Indicators of Health -Vital Statistics and its importance. Fertility , Mortality, Nupitality and Morbidity.

UNIT II

Medical Sociology ,Sociology of Medicine and Medical Social work - definition, meaning and their relevance to health and illness. Reproduction, Fertility and Contraception. Nutrition and health. Importance of nutrients and their consumption. Deficiency diseases - their prevention and control. Balanced diet. Health education-Principles and Methods.

UNIT III

Blood - composition, donation and transfusion. Blood Bank - nature, scope and functions. Disease- etiology, symptoms ,diagnosis and treatment. Communicable diseases like Leprosy, Tuberculosis, Malaria, Small pox, Cholera, Dengue, Sexually Transmitted Diseases and AIDS and Dengue - . Non communicable diseases like Cancer, Diabetes etc.

UNIT IV

Common health hazards among children. Mother and Child Health services - importance, programs of Government and non-governmental organizations. ICDS. Health Care Delivery system in India - Primary Health Centre, District Hospital –structure - staff pattern and functions and tertiary hospitals

UNIT V

Health planning and management - process and techniques. National Health, Population Policy and National health programmes in India. Occupational Health - Physical, Chemical, Biological, Mechanical and Psycho-Social hazards. Nature and functions of government and non government, local, national and international organizations for Health.

References:

1. Akhtar, R (2004) India: Health Care Pattern and Practices, New Delhi, APH Publishing
2. Nirmala Nikethan (2004) Community Care and Support for Persons Living with HIV/AIDS – Challenges for the New Millennium, Bombay, Nirmala Nikethan.
3. Pomerleau, J, & Mckee, M (Ed) (2006), Issues in Public Health, New Delhi, Tata McGraw Hill.
4. Mishra, R.C. (2005) HIV/ AIDS education, New Delhi, APH Publishing Corporation
5. Ramasamy, P. (2008), General and Medical Sociology, Chennai, New Millennium Publications.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MENTAL HEALTH	6 hrs week
Code: 14MSWMP32		Credit: 5

Objectives :

- To provide the basic knowledge about various mental illnesses.
- To explain the role of social workers in understanding and dealing with mental illnesses.

UNIT-I

Definition and Meaning of Mental Health, Mental Illness, Mental disorder. History of Psychiatry in India and abroad. International classification of mental illness. Relevance of knowledge of Mental Health and Mental Illness to Social work.

UNIT-II

Symptoms, etiology, diagnosis, prognosis and management of a) Neuroses - Anxiety states, Depressive reaction, Obsessive compulsive reaction, Convulsive disorder, Phobic reaction, Hypochondriasis. b) Psychosis- Functional, Affective disorders, Organic disorders.

UNIT-III

Symptoms, etiology, diagnosis, prognosis and management of a) Psychosomatic disorder, b) Personality disorders - alcoholism, substance abuse, anti social behaviour, sexual disorder, deviations, c) Psychiatric problems among children and adolescents, d) Epilepsy, e) Mental retardation.

UNIT-IV

Methods of treatment - Physical methods, Pharmacological management. Psycho- social methods, indigenous methods, Common cultural beliefs - culture bound syndromes, psycho-social rehabilitation in different settings.

UNIT-V

Community Psychiatry -History, principles and practices. Primary, Secondary and Tertiary prevention. Mental Health Act 1987 - Its implication to Professional Social Work Practice, District mental health programe-history-importance and applications.

REFERENCE

1. Antony, D,John,(2006), Mental Disorders Encountered in Counselling, Nochioidaipatti, Anugraha Publications.
2. Gelder, M et al,(2001), Shorter Oxford Text Book of Psychiatry, New Delhi, Oxford University Press.
3. Gabe, J et al,(2005), Key Concepts in Medical Sociology, New Delhi, Sage Publications.
4. Pilgrim,D, (2005), Key Concepts in Mental Health, New Delhi, Sage Publications.
5. Smith, E E et al, (2003), Introduction to Psychology, Bangalore, Thomson Asia Pvt. Ltd.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HOSPITAL ADMINISTRATION	6 hrs week
Code: 14MSWMP33		Credit: 5

Objectives

- To inform the students about the fundamental concepts of hospitals, hospital organization and hospital administration
- To help the students in learning about various hospital departments and their services, quality assurance in hospital service and Laws pertaining to hospitals.

UNIT -I

Hospital: Definitions, meaning, functions, history, growth and classification of Hospitals in India. Hospital Administration: Concept Definition, general principles , importance , functions.. Difference between Gneral and Hospital Administration.

UNIT -II

Hospital Organization: The Governing Boards, Committees. Hospital administrator , Role functions and duties. The Hospital Auxiliary Services. Role of Hospital in the Health Care Delivery System.

UNIT -III

Hospital Departments: Out-patient services, Dietary services, Nursing and Ward Management, Medical records, Laboratory services, Radiological services , Casuality and Emergency services., Human Resources Management(HRM) Department.

UNIT -IV

Quality Assurance in Hospital Service. Control of Hospital acquired infection and associated problems . Use of Computers in Hospitals. Ethics in Hospitals.

UNIT- V

Laws pertaining to Hospital: The Mental Health Act 1987 - Prevention of Food Adulteration Act 1954 - The Drugs and Cosmetics Act 1940 - The Births, Deaths and- Marriages Registration Act - The Epidemic Diseases Act 1897 - The Employees' Provident Fund Act 1952 - The Employees Pension Scheme 1995 - Employees Deposit Linked Insurance Scheme 1976 - The Employees State Insurance Act 1948.

References:

1. Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
2. Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
3. Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
4. Goel SL (1981) Health Care Administration – A Text book, New Delhi, Sterling Publishing House.
5. Goyal,RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall India

MSW II Year	CORE Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FAMILY WELFARE MANAGEMENT	6 hrs week
Code: 14MSWFC31		Credit: 5

Objectives

- To provide the basic concepts about family welfare management
- To make the students to understand their roles in enhancing the capacity of the family

UNIT.I

Family-definition, origin, type, values and its importance.Role of family in the development of its members.Joint and Nuclear family and its characters, strengths and weaknesses.Single parent family and its problems.Marriage and its role in the family process.Changing pattern of family.

UNIT.II

Family disorganization - causes, impact and remedies. Marital problems and ways to manage it.Dysfunctional family.Communication in families. Nature and blocks in decision making. Communication skills for day to day living.Families with problems and ways to manage them.

UNIT.III

Family welfare - Concept and programmes organized by national, international organizations.Family Court. International Year of the Family - objectives and programmes.

UNIT.IV

Family life management.Family life cycle - Growth, Needs and Development tasks for each phase. Family Life Education - meaning, objectives and its content. Sex Education.Population education and Family Health Education.

UNIT.V

Role of Social worker in enhancing the capacity of the family to cope with the changing trends.Marital and family counseling.Family counselingcenter and its function. Government programmes for the welfare of the family.

REFERENCES:

1. CarterBetly& Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.
5. Dulton, DG, (1988), Domestic Assault on Women, London, Allyn and Bacon Pub.

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	WOMEN & CHILD WELFARE	6 hrs week
Code: 14MSWFC32		Credit: 5

Objectives

- To offer the basic concepts, approaches and programmes for child welfare.
- To provide the basic concepts, approaches and programs for women welfare.

UNIT.I

The place of child in the family and in society. Status of Children in India - Stages of child development. Child rearing pattern. Needs and behavioral problems of different types of children – Infants, Destitutes, Gifted, Neglected, Dependent, Exploited, Child labor, Street children, Sexually exploited, Dropouts, Delinquent children, Physically handicapped and Emotionally disturbed children.

UNIT.II

Child Welfare - meaning, objectives and scope. Mother and Child Health Services. Child Guidance Clinics. Importance of recreation in child development. Substitute family care - Adoption, Foster Care, Institutional care and its scope and limitations.

UNIT.III

Concept of Women's Welfare - Changing role and status of women in India with reference to religion, family economy and in the Media. Women's movement with special reference to India.

UNIT.IV

Problems of woman - Marriage, Educational backwardness, Working women, Women deprived of normal home life, Adolescent mothers, Traffic in Women and Girls. Problems of maternity, childcare, Menopause. Violence against women - infanticide, rape, Wife battering, dowry death, sexual abuse and victimization.

UNIT.V

Programs for Women and Child Welfare - Central Social Welfare Board, State Social Welfare Boards - National Council for Women, All India Women's Conference, Kasturba National Memorial Trust, National Children's Board. Rights of Children. National Policy on Children - National Institute for Public Cooperation and Child development. Integrated Child Development Services (ICDS), WHO, CARE, UNICEF. Legislations related to Women and Children.

REFERENCES:

1. Berk, Laura, E, (1996), Child Development, New Delhi, Prentice Hall India
2. Kusuma, A, (1997), Creativity and Cognitive Styles in Children, New Delhi, Discovery Publishing House.
3. Prasath, J & Kumari Koushik Vijay, (1996), Child Education and Social Development, New Delhi, Kanishka Publishers.
4. Rattan, Vijay, (1997), Women and Child Development and Sustainable Human Development, New Delhi, Sulthan Chand & Co

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	YOUTH & MARGINALIZED SECTIONS	6 hrs week
Code: 14MSWFC33		Credit: 5

Objectives

- To provide the knowledge about the concepts, approaches and programmes for youth welfare.
- To orient the students about the concepts of people from marginalized section.

UNIT.I

Concept of Youth Welfare. Youth in contemporary Indian society. Different groups of youth. Problems of Youth - Psychological, Cultural, Social, Educational, Health, Occupational and Recreational.

UNIT.II

International Year of the Youth. Youth and Sports Policy. Existing service for youth- Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corp, Scouts and Guides, Youth exchange program, Leadership program. National Organizations - Structure and functions - Nehru Yuvak Kendra, YMCA, YWCA, VishwaYuvak Kendra.

UNIT.III

Handicapped-Concept, Attitude, Types, Causes, psycho-social effect, myths and misconceptions and stigma. Rehabilitation of the handicapped - psycho - social, vocational, educational. Various rehabilitation programs. National Policy for Handicapped. Agencies working for institutional care. National and International Organizations. Legal provisions- Persons with Disability Act 1995. Rehabilitation Council of India Act, National Trust Act.

UNIT.III

Marginalized communities - Meaning, criteria and classification - SC, ST and BC. Problems of the SC, ST & BC. Constitutional provisions, safeguards & welfare programmes for SC, ST & BC in five year plans. Role of NGOs and social workers for the welfare and development of weaker sections .

UNIT.V

The status of aged in India. Special needs and problem of the aged - Physical, emotional, social, occupational and adjustment problems. Programmes for the aged – Social Security for the aged, medical and institutional care. retirement benefits. Legislations related to aged, pension, provident fund and social security.

REFERENCES:

1. Chaturvedi TN, (1981), Administration for the Disabled – Policy and Organizational Issues, New Delhi, IIPA.
2. James, M,F, (1979), Untouchable: An Indian Life History, London, George Allen Unwin.
3. Jose,K, (1981), Scheduled Caste and Struggle Against Inequality – Strategies to empower the Marginalized, New Delhi, ISI.
4. Marry, Marshall, (1983), Social Work with Old People, London, Mcmillan Press.
5. Matha, D S, (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FIELD WORK PRACTICUM	6 hrs week
Code: 14MSWC34		Credit: 5

Objectives

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competent on it.

MSW II Year	NON MAJOR ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RIGHTS EDUCATION	6 hrs week
Code: 14MSWNM1		Credit: 4

Objectives

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.11

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

. The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, War victims, Prisoners, Custodial violence, Women and children, Senior citizens and Work situations.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

REFERENCES

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	LABOUR LEGISLATION – II	6 hrs week
Code: 14MSWHR41		Credit: 5

Objectives

- To make the students to understand legislations related to industrial deputed, trade union, catering establishment, labour welfare, holidays and permanent status of workman
- To provide knowledge to students on laws related to employment standing order, payment of allowances, wages and bonus.

UNIT.I

The Industrial Disputes Act 1947. The Trade Union Act 1926 and relevant case laws.

UNIT.II

The Tamil Nadu Catering Establishments Act 1958. The Tamil Nadu Labour Welfare Fund Act 1972. The Sale Promotion Employees (Conditions of Service) Act 1976 and relevant case laws

UNIT.III

The Industrial Employment Standing Orders Act 1946, The Tamil Nadu Payment of Subsistence Allowance Act 1981 and relevant case laws

UNIT.IV

The Payment of Wages Act 1936. The Minimum Wages Act 1948. The Payment of Bonus Act 1965 and relevant case laws

UNIT.V

The Apprentice Act 1961. The Tamilnadu Industrial Establishment (national and festival) Holidays Act 1958. The Tamilnadu Conferment of Permanent status of Workmen Act and relevant case laws.

REFERENCES:

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Kumar H L, (1994), Labour Problems and Remedies, New Delhi, Universal Books

4. Mishra, SN (2007), Labour and Industrial Laws, Allahabad, Central Law Publications.
5. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	6 hrs week
Code: 14MSWHR42		Credit: 5

Objectives:

- To enable the students to understand concepts of industrial relations, trade unions and collective bargaining
- To enable the students to understand various issues in the field of Industrial Relations.

UNIT-I

Industrial Relations - Concept, Objectives, Need, and Scope- Bipartite and Tripartite bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations. Concept of grievance, conflict and dispute. Recent trends in industrial relations in India. Approaches to Industrial Relations.

UNIT-II

Industrial dispute – causes and effects; Industrial unrest – types, impact, causes and prevention; Concepts – Strike, Lockout, Lay-off, Retrenchment, Termination, Discharge, Dismissal.

Management of Conflicts and Disputes: Process of Domestic Enquiry, Industrial Relations machinery – Negotiation, Mediation, Conciliation, Arbitration, Adjudication,

UNIT-III

Machineries of settlement of disputes – Works Committee, Conciliation Officer, Board of Conciliation, Court of Inquiry, Labour Court, Industrial Tribunal, National Tribunal.

Trade Unions -Concepts, Objectives, Functions, Structure, Administration, Growth of trade unions in India. Recent trends in union movement in India.

Employer's Association - aims, objectives and activities.

UNIT-IV

Collective Bargaining - concept, objectives, principles, scope, type, problems and process of bargaining; Difficulties in implementing collective agreements. Cases of Collective Bargaining based on field work experience.

UNIT-V

Workers Participation in Management- Concept, importance, objectives, forms and levels. Cases related to Workers Participation in Management based on field work experience.

ILO – History- Conventions – Recommendations followed in India.

References:

1. Bhatia SK,(2003), Constructive Industrial Relations and Labour laws, New Delhi: Deep & Deep.
2. Brian Lomas, (2006), Negotiating Successfully, New Delhi: Infinity Books.
3. Mamoria C B, (2005), Dynamics of Industrial Relations, Mumbai: Himalaya
- 4, Rao, Subba (1996), Essentials of Human Resources Management and Industrial

Relations, Mumbai: Himalaya.
 5. Sarma A M (1996), Industrial Relations – Conceptual and legal framework, Mumbai: Himalaya

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code: 14MSWHR43		Credit: 5

Objectives

- To provide information to students on compensation Management system and corporate quality
- To facilitate the students in bearing about Employee, Engagement Activities, Organizational culture and Training and Development

UNIT.I

Compensation Management System- Wage and Salary , Wage Structure , Wage Survey , Impact on Industry , Perks and Benefits , ESOP , Incentive and Bonus, Profit Sharing .

UNIT. II

Corporate Quality: Quality Circle, Total Quality Management, Total Production Maintenance, Kaizen, 5 S, Just in Time, ISO 9001, 14001, 18001, QS 9000, OHSAS.

UNIT.III

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR, Social Accountability System.

UNIT.IV

Organizational Culture- concept, factors and impact- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques. Team Building. Concepts- Team effectiveness, significance of team working,

UNIT.V

Training and Development: Definition, need and Scope of Training, Training Need Analysis, Assessment of Return-on- Investment (ROI) on training; Methods of training, On-the-Job Training, Coaching, Mentoring, Management Games, Case Study, Role Plays, Job Rotation, Simulation Training, Training for workers, supervisors and managers. Evaluation of Training.

REFERENCE:

1. Arya&Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K, (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S, (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar, (2007), Human Resource Management, New Delhi, Sterling Pub.

5. Kushway, Barry, (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	Core Specialisation: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ISSUES IN CONTEMPORARY DEVELOPMENT	6 hrs week
Code: 14MSWCD41		Credit: 5

Objectives:

- To provide training students in understanding the concept of globalization and its impact on livelihood of the people and changing industrial scenario in India.
- To inform the students about the issues and problems related to women and development, issues of appropriate technology and development, consumer protection and training and development.

UNIT-1

Concept of Globalization and its impact on livelihoods of the people, Agriculture and Allied sector. Employment Generation.

Energy and Development -types of energy and energy consumption. Energy Crisis, Alternative source of energy with reference to gobar / biogas, wind, solar and nuclear energy. Programmes to promote non - conventional sources of energy.

UNIT-II

Changing Industrial scenario in India. Problems and Prospects related to Special Economic Zones. Casualization of work force and their welfare.

Ecology and Development: Status of Environment, global environment issues, causes and strategies to maintain ecological balance.

UNIT-III

Women and Development: Problems / status of Indian Women. Women as partners in development. Programmes / Policies/*legislation*, organizations for women's development.

Child Welfare –status of Indian children, child protection, issues relating to protection, policies, programmes.

UNIT-IV

Policy for Health and development: Status of health in India. Burden of diseases. Issues and problems in Indian health delivery system. National *policies and* programmes for the promotion of health.

Water and sanitation–water for life, health issues from lack of water and sanitation, water security.

UNIT-V

Consumer protection: Consumerism, Problems of consumer. Genesis and Development of consumer protection policies and organization.

Training and Development: Concept, Meaning and Methods of Training in Community Development Practice.

References:

1. Desai N & Patel V (1985) Indian women – Change and Challenges in the International Decade, New Delhi, Popular Prakhasan.
2. Giriappa, S. (1996) Rural Energy Crisis, New Delhi, Himalaya Pub. House.
3. Lester, R. B (1985) State of World, New Delhi, Prentice Hall
4. World Bank, (2006) World Development Report, Chennai, Oxford University Press.

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	PARTICIPATORY PROGRAMME PLANNING &MANAGEMENT	Hours 6
Code:14MSWCD42		Credit 5

OBJECTIVES

- To help the students understand the importance of participation in development.
- To help them understand the process in participatory planning and management.
- To develop their skills in managing the programme.

UNIT 1

Concept, Importance and Types of Participation in development. Concept of stakeholder, stakeholder analysis , advantages and disadvantages of participation of different stakeholders.

UNIT II

Concept, Meaning, Types of development projects.Steps / Stages in Project / Programme Planning.Importance of Participatory Project Cycle Management. Methods and Tools to promote participation in the various stages of project Cycle Management.

UNIT III

Participatory and Professional Management Techniques to improve Project management. Situation Analysis, Problem Analysis, Force Field Analysis, SWOT Analysis, Gender Analysis, Logical Framework Analysis.

UNIT IV

Methods to improve project transparency –FCRA procedures, Social Auditing, Participatory Budgeting, Gender Budgeting –Environmental Impact Analysis.

UNIT V

Concept, Meaning and Importance of Monitoring and Evaluation.Components of M&E.- Physical, Financial, Staff Performance.Technical aspects – Output, Outcome & Impact.Trends in People’s Participation in M & E.

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997), Whose Reality Counts – Putting the First Last, London, Intermediate Technology Publications.
3. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
4. Ian Scoones& John Thompson, (2004),Beyond Farmer’s First, London, ITDG.
5. Andrea Cornwall &Garett Pratt, (2003) Pathways to Participation – Reflections on PRA,

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	INTRODUCTION TO SOCIAL ENTREPRENEURSHIP	Hours 6
Code:14MSWCD43		Credit 5

OBJECTIVES

- To facilitate the understanding about social entrepreneurship among students.
- To expose them to the social enterprises.
- To strengthen their competence in social entrepreneurship.

UNIT-1

Need and importance of Third Sector in development. Typology of third sector - Voluntary, NGO, NPO, CBO, CSO, Growth of third sector in India. Performance of third sector.

UNIT-II

Concept, Definition, Importance of social entrepreneurship. Social entrepreneurship Vs business entrepreneurship. Social entrepreneurs and social change. Qualities and traits of social entrepreneurs. Select case studies of Indian Magsasay Award winners as social entrepreneurs – Ela Bhatt, M.S. Swaminathan, Vargheese Kurien

UNIT-III

Concept, Definition, Importance of social enterprises, types of social enterprises. Similarities and differences between social enterprises and business enterprises. Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship, Corporate Social Responsibility.

UNIT-IV

Select case studies of Indian Social Enterprises.

Financial Management of social enterprises. Venture capital for social enterprises. Corporate, Community and government support for social enterprises

UNIT-V

Social Marketing: concept, the 4 P's of marketing, phases of social marketing. Case studies related to Social and service marketing in the field of Health, Education, Environment and Human rights.

REFERENCES

1. David Bornstein, (2007) How to Change the World: Social Entrepreneurs and the Power of New Ideas, Oxford University Press.
2. Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits – A Toolkit for Social Entrepreneurs, John Wiley and Sons.
3. Alex Nicholls (2006), Social Entrepreneurship: New Models of Sustainable Social Change, Oxford University Press,
4. Peter Drucker (1990), Managing the Non Profits Organizations: Practices and Principles, Harpercollins.
5. Fred Setterberg, Kary Schulman (1985), Beyond Profit: Complete Guide to Managing the Non Profit Organizations, Harper & Row.

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTINGS	6 hrs week
Code: 14MSWMP41		Credit: 5

Objectives:

- To provide basic knowledge about the concepts of Medical social work.
- To explain the role of medical social workers in dealing with social and emotional components of illness.
- To help the students in learning the concepts of psychiatric social work practice.

UNIT -I

Medical Social work – Definition, Concept, historical development in India and abroad, Different settings for medical social work, Hospital as a formal organization – goods technology, structure and functions.

Psychiatric social work – Concept, definition, meaning, scope, History of Psychiatric social work in India and abroad. Evaluation of Professional training and facilities for psychiatric social work in India

UNIT- II

Concept of patient as a person. Sick role and illness behavior. Hospitalization of patient – impact on family. Need and methods for involvement of family in treatment process.

UNIT- III

Problems of psychiatric patients during pre – hospital, post hospital, Phase – patient, family and community perspective. Family potentials for psychiatric treatment and psycho – social rehabilitation. Concept of team work and multidisciplinary approach.

UNIT -IV

Role of Social worker in general hospital and psychiatric hospital and n dealing with social and emotional components of illness. Concepts of team work and multidisciplinary approach in health care social and emotional components of illness – with special reference to leprosy, Cancer, disabilities, epilepsy, sexually transmitted diseases, AIDS, Tuberculosis, Physically handicapped.

UNIT- V

Medical camps – meaning and objectives. Role social workers in organizing medical camp in rural and urban areas. Organizational setup required for medical camps – resource mobilization for medical camps ,tele medicine and tele psychiatry

Rehabilitation centers, half way home, sheltered workshop, occupational therapy unit, residential homes, geriatric centers

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 14MSWMP42		Credit: 5

Objectives:

- To enable the students to understand the concept of drug abuse in different perspectives.
- To help them understand the importance of counseling in the process of recovery.
- To strengthen their skills that would enable them to perform their role effectively.

UNIT -I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills and therapeutic skills.

UNIT -II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy ,alternative therapies(art ,drama ,narrative and relaxation therapies)

UNIT- III

Importance and application of Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling ,family counselling– Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- post traumatic stress disorder ,man made disaster ,victims of natural disaster ,psychiatric emergencies ,suicide. Relevance of counseling while dealing with persons with mental disabilities.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukul, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukul, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukul, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	DISABILITY MANAGEMENT	6 hrs week
Code: 14MSWMP43		Credit: 5

Objectives:

1. To sensitize student about the various disabilities
2. To diagnose the learning difficulties of students and helps than overcome the same.
3. To help students to review and reflect on the program of the course and where appropriate to identify ways of seeking changes in which habits or behavior.

UNIT- I

Disability: Definition, Causes, types and Prevalence of various disabilities. Learning Disability: awareness creation, Early Identification, Treatment and rehabilitation Prevention and Management of disabilities at Primary, Secondary and tertiary levels. Societal Attitudes towards persons with disability.

UNIT -II

Historical Perspective of Disability (Prevalence of Psychological and Sociological disability) in India and abroad (UK, USA), Governmental measures and programmes for persons with Disabilities

UNIT- III

Rehabilitation: Role of community involvement – Social Mobilization – guidance – Types of guidance – Net working with other service organizations - (Organized sectors – self – employment) – Government welfare Programmes

UNIT- IV

Approaches – Technology in disability – International Organizations working in the area of disability – National Legislation – U NO Conventions and declarations.

UNIT- V

Role of Social work methods with special groups (Woman, aged, children, Transgender). Multi disciplinary rehabilitation team and their roles – process of rehabilitation – early identifications – treatment – vocational rehabilitation.

References:

1. Albrecht G.C.Katherine D seelman & Michael Burry, (2001), Hand Book of disability studies, sage, London.
2. Sanchiler, Social welfare India.
3. Karanth, Pralibha & Joe Rozanio (2003), Learning disability in India, sage, London.
4. Hegarty seamous & Mithu Alur (2002), Education and children with special needs, Sage, London.
5. Grant (2005) Learning Disability, A Life cycle approach to valuing people, Open University press, London.

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	POPULATION DYNAMICS AND FAMILY PLANNING	6 hrs week
Code: 14MSWFC41		Credit: 5

Objectives:

- To inculcate the ideas about basic concepts and theories population and population status of India.
- To help the students to know about major demographic process, population growth and development and various aspects and methods related to family planning.

UNIT I

Introduction - importance of studying population - Population studies and demography - Basic demographic concepts. Demography as a social science, its relationship with sociology, social work, economics, political science - population theories - classical schools of thought; Malthusian - theory, optimum population theory, Marxist view on population and the theory of Demographic Transition.

UNIT II

Population characteristics - structure of Indian population sources of data, census, census operation, and census machinery.

UNIT III

Major demographic process - mortality, Infant mortality, Fertility, Morbidity, Migration - Definition, Factors (Social, economic and cultural) affecting these problems.

- a) Fecundity, sterility social basis of biological limits
- b) Society and sexual behavior - social attitude towards sex, sex taboos, puberty customs, Physical maturation, and age at marriage.

UNIT IV

Population growth and socio-economic development - population growth and availability of food, nutritional status, health and medical services, energy crises. Population growth and population trends -population policy - population projection.

UNIT V

Family planning - importance of family planning in India, Policies related to family planning, objectives of family planning, various family planning methods with their side effects. Population education - aims and importance of population education.

REFERENCES:

1. Bose, A. et al, (1970), Studies in Demography, London, George Allen Unwin Ltd.
2. Bhende, Asha, A, (1997), Principles of Population studies, Mumbai, Himalaya
3. Gupta, A, (2001), A billion is enough, New Delhi, IMH Publisher
4. Mitra, Ashok, (1978), India's Population : Aspects of quality and Control, New Delhi, Abhinav Publications.
5. Narain, Vatsala, (1983), Population policy perspectives in developing countries, Mumbai, Himalaya

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FAMILY AND MARITAL COUNSELLING	6 hrs week
Code: 14MSWFC42		Credit: 5

Objectives:

- To provide the information on counselling and enable them to acquire skills of counselling for carrying out counselling services related to family and marital problems
- To inform the students about the scope of counselling practice among families and marital partners.

UNIT I

Meaning and definition of counseling. Need and scope of counseling. Difference between Counseling, Guidance, Advice, Direction and Instruction.

UNIT II

Principles of Counseling - participation, individualization, confidentiality, communication, acceptance, self awareness, non-judgmental goal of counseling - Facilitating behavioral change -promoting decision making - facilitate client potential - enhancing coping skill - improving relationship

UNIT III

Counseling process - Counseling model -attending - responding to client - personalization of their experience - initiating action responses The five stage model - describe and identify the problem operationalize the problem - set goal and negotiate - intervene –exit. Consolidation of self help skills. Practice of counseling in family setting. Family - Family as a system - The family life cycle - Understanding the dysfunctional Family -Dysfunctional family system ,Life cycle task of the dysfunctional family system.

UNIT IV

Skills of a counsellor, listening-interviewing, rapport building, encouraging, characteristics of counsellors.

UNIT V

Scope of counselling - Family counselling to problem children, de-addiction counselling, crisis counselling, health counselling, family and genetic counselling, setting up a counselling center.

REFERENCES:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling.
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2003) Skills of Counselling – Micro Model, Nochiodaipatti, Anugraha Publications.
4. John, Antony (2005) Self Psychology Counselling, Nochiodaipatti, Anugraha Publications.
6. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 14MSWFC43		Credit: 5

Objectives:

- To enable the students to understand the concept of Counselling and Psychotherapy
- To expose them to various therapeutic models.
- To help them understand the application of Counselling and Psychotherapy in different settings.

UNIT- I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills.

UNIT- II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy.

UNIT- III

Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling – Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- Mental Disorders and Counselling.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FIELD WORK PRACTICUM AND PRE EMPLOYMENT TRAINING	6 hrs week
Code: 14MSWC44		Credit: 5

Objectives for concurrent field work :

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competence on it.

Objectives for Pre employment (Block Placement) field work

- To orient students towards organizational performance.
- To strengthen the core social work competencies through intensive practice.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PROJECT REPORT	6 hrs week
Code: 14MSWC45		Credit: 5

Objectives

- To provide an opportunity for the students to apply the various concepts.
- To help students develop their competency in doing research.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 1	POSITIVE PSYCHOLOGY	Hrs: 2 hrs week
Code: 14MSWV11		Credit: 1

Objectives:

- To orient students to the positive perspective of Psychology.
- To develop their understanding and its application in the practice of Social work.

UNIT I:

Positive psychology- concept and importance, Classification and measures of strengths.

UNIT II

Resilience-concept and importance, protective and risk factors, strategies to foster resilience.

UNIT III:

Pro social behavior – altruism, gratitude and forgiveness. Triangular theory of love.

UNIT IV:

Positive Environments – positive parenting, positive discipline, positive schooling, positive communities and me/we balance.

References:

1. Snyder, C.R. et al., (2011), Positive Psychology, New Delhi, Sage Publications India Private Limited.
2. Snyder, C.R. ed., (2002), Handbook of Positive Psychology, New Delhi, Oxford University Press.

MSW I Year	Value added	Max Marks 100
Semester – 1	LIFE SKILLS	Int: 50 Ext: 50
Code: 14MSWV12		2 hrs week
		Credit: 1

Objectives:

- To expose students to psycho social skills.
- To develop/strengthen the psycho social competence of students.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex. Empathy: concept of empathy, importance, development of empathy.

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication.

UNIT II:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT III:

Problem solving: concept of problem, problem analysis, problem solving techniques.

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	COMMUNICATION FOR SOCIAL WORKERS	2 hrs week
Code: 14MSWV21		Credit: 1

Objectives:

- To enable them to understand the importance of communication.
- To help students develop the skills in communication

Unit – I

Communication – definition, need, Principles, people, approaches, problems. Communication channels

Unit – II

Functions, principles and goals of communication in professional social work. Social importance of communication – Communication in problem solving situation – Individual, group, Community, communication for social action – Social work as a communicator

Unit – III

Intrapersonal and interpersonal Communication – person to person to group and person to masers – Building effective relationship – Johary window – Transactional analysis – Communication to a person – Conversation – Interview – Body Language – Communication to group - Speech, Video taps, role play, mines, songs, dramas and street theatre .

Unit – IV

Communication to Masses – Mass Media: films – types – documentary, art, commercial educational religion – its impact electric media – Television – its effect to India society

Unit – IV

Mass Media and social issues, social changes, Mass Media in the Process of Social Development – in the area of family planning, rural development, work and child development programs, Non – formal health education health care etcNews paper and magazines and social issues – role of Mass media in natural integration

References

1. Kuppusamy, K.(1984): Communication and social Development in India , Banking Media Promotors
2. Bannerjee, S.(1979): Family planning communication, Acritique of the India Programmes
3. C.S.Rayudu: Media and Communication Management, Himalaya Publishing House
4. Krishna Mohan, MeeraBanerji: Developing communication Skills (Social education
5. P.kiranmaniDuttGeethaRajeevan: Basic Communication skills

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	HUMAN RIGHTS	2 hrs week
Code: 14MSWV22		Credit: 1

Objectives:

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.II

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, Women and children, Senior citizens.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

References:

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	BASIC ACCOUNTING PROCEDURE	2 hrs week
Code: 14MSWV31		Credit: 1

Objective:

The subject is to introduce the fundamentals of financial accounting and how these could be used for Social workers.

Unit – I

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Tally in basic accounting procedure

Unit – II

Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure.

Unit – III

Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – IV

Bank Reconciliation Statements – Meaning – Preparation of Reconciliations Statement (Simple problems only).

Unit – V

Non-Profit Organization – Introduction – Preparation of Receipts and Payments accounts – Preparation of Income and Expenditure accounts.

References:

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

References:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain& K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – HR: APPLICATION OF SOFTWARE IN HR	2 hrs week
Code: 14MSWV32		Credit: 1

Objective:

- Application of Software in HR
- To expose the students on application of software in HR admin
- To make the students to understand the appropriate tools in HR
- To provide opportunity to work on Application of software

Unit- I

Components of Wage, Methods of fixing wages, Attendance marking, Absenteeism Rate

Unit- II

Using Excel sheet- Calculation of wages, Deduction for ESI, EPF, Absenteeism,

Unit- III

Practical's using Excel sheet, online enrollment and deduction, submission of records for ESI, EPF

REFERENCE

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – MPSW : PRA	2 hrs week
Code: 14MSWV33		Credit: 1

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA. Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Focus Group discussion, Triangulation, Visuals, Matrixes, Observation, Interviews, Stakeholder workshops and meetings.

UNIT III

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. Neela Mukherjee, (1994), Participatory Rural Appraisal – Methodology & Applications, New Delhi, Concept Publishing Company.
4. Jules Pretty, Irene Guijit, John Thompson & Ian Scoons, (1995) PLA – A Trainer's Guide, IIED.

MSW II Year	Value added	Max Marks 100 Int: 50 Ext: 50
Semester – 3	SKILL LAB – CD : ADVOCACY	2 hrs week
Code: 14MSWV34		Credit: 1

OBJECTIVES

- To help the students understand the concept and importance of advocacy.
- To strengthen their competence in advocacy.

UNIT I

Advocacy – Concept, need, types of advocacy, Advocacy Cycle: Issue identification, research & analysis, planning, action, Evaluation. Building foundations – gathering policy and political information, Assessing risk, Building Strategic relationships, establishing credibility.

UNIT II

Analyse Policies – Identify policy issues, identify key actors and Institutions, analyze the Policy environment, summarize the policy findings and identify options for policy change. Advocacy Strategy: Select target audiences, set a policy goal, identify allies and opponents, identify key messages and define advocacy activities.

UNIT III

Framing a plan: Set a time line, prepare a budget, prepare a log frame, and plan for monitoring and evaluation. Advocacy tactics: develop clear messages, reinforce messages, work through coalition, Communicate effectively, Negotiate, use of media and manage risks.

REFERENCES

1. PeltonEmity and Sprechmann Sofia (2001), **Advocacy tools and guidelines**, Atlanta, Cooperative Assistance and Relief Every (CARE)
2. Isaac Joan (2003), **Advocacy in Action**, Council for International Development.
3. Sharma R.Rita, **An Introduction to Advocacy**, Support for Analysis and Research in Africa (SARA)
4. Gordon Graham (2002), **Understanding Advocacy**, England, Tearfund Publications.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	RESUME WRITING, FACING INTERVIEW AND GROUP DISCUSSION	2 hrs week
Code: 14MSWV41		Credit: 1

Objectives:

1. To help the students to understand the resume writing
2. To help student to aware of interview process

Unit – I

Resume basics – Getting started – Purpose – format – useful sections – Objectives, Profile, Education, Relevant experience, relevant course work, Projects, Activities, Volunteering and honors, Skills.

Unit – II

Resumes and cover letters – Resume tips – Resume language, Resume mistakes, Don'ts, Dos, getting training, Plan to work internationally writing an effective cover letter, some general rules about letters, Action verbs for the resume, Sample cover letters.

Unit – III

Resume – Social Work – objectives, education – grade, scholarships and awards, professional development and certificates, skills profile – community development and Programme planning, individuals and group Counselling, administration, general transferable skills, work experience. Volunteer and community programme Co – ordinator, educational assistant, work experience co – ordinate, Memberships and activities. Memberships, Community / Volunteer service, Interests (General)

References:

1. Resume Basics – Getting started, career development and education, MAT 106, 253.692.4421, tcareer@u.washington.edu.
2. Card sozaka – Diaz Resumes and Cover letters, Sozaka@fas.harvard.edu
3. Kelly trevena, Resume – Social work, University of Region, career centre, www.urgenis.ca/career centre

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – HR:MAT LAB MANAGEMENT TRAINEE EXAMS PREPARATORY LAB	2 hrs week
Code: 14MSWV42		Credit: 1

Objectives

1. To help the students to concept of management trainee exams
2. To aware the principles of management trainees exams.

Unit-I.

General Aptitude and Reasoning, English Language,

Unit-II.

Comprehension types questions, General Awareness

Unit-III.

Principles of Management, Recruitment, Performance Management, Training and Development, Career Planning, Compensation and Benefits, Trade Union, Industrial Relation, Labour Legislation.

Reference

1. Aggarwal,R.S., Quantitative methods
2. Pandey,M.K., Analytical methods
3. Mamoria CB & S.Mamoria, Dynamics of Industrial Relations in India.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – MPSW: DISASTER MANAGEMENT	2 hrs week
Code: 14MSWV42		Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

- 1) K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
- 2) Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
- 3) New Delhi: Indian Red Cross Society/ American red Cross
- 4) Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red
- 5) cross
- 1) Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
- 6) Global Issue and Initiatives , Sage Publication/.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB –CD: DISASTER	2 hrs week
Code: 14MSWV42	MANAGEMENT	Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

1. K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
2. Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
3. New Delhi: Indian Red Cross Society/ American red Cross
4. Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
5. Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
6. Global Issue and Initiatives, Sage Publication.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 14MBAC11	PRINCIPLES OF MANAGEMENT	5 hrs week 4 Credits

Objectives:

The subject will provide a fundamental exposure to the theories in management and practice by contemporary executives with international perspective.

Unit I: Management

Management: Definition - Nature, Scope and Functions - Evolution of management thought -Relevance of management to modern industry, government, university, hospital & other institutions. Management and society.

Unit II: Planning

Planning: Nature and importance – procedure - Types of planning, Techniques & strategies. MBO - Meaning, Objectives, process. Forecasting: Meaning, Objectives, and Process. Decision making – policy, strategy & techniques.

Unit III: Organizing

Organizing: Nature, purpose, Organizational Structure, theories of organization - Span of control, Line & Staff functions. Authority & Responsibility, Centralization and Decentralization - Delegation of Authority – Span of control - pros and cons, factors to be considered in the establishment of organization.

Unit IV: Staffing, Directing & Coordination

Staffing – Definition- Steps in staffing process- Manpower planning. Directing - Nature of directing - Leadership qualities – styles – Motivation - morale and discipline –incentive for motivation – Nature & purpose of coordination - Techniques of coordination.

Unit V: Controlling

The system and process of Controlling - Control Techniques. Information Technology -Productivity and Operations Management - overall control and future through preventive control - global controlling strategies.

References:

- 1) Harold Koontz, Heinz Weihrich 7th Ed 2007 - TATA McGraw HILL Essentials of Management – an international perspective
- 2) Harold Koontz, Heinz Weihrich, a Ramachandra Aryasri - TATA McGraw HILL – Principles of Management.
- 3) R N Gupta 2007 S.Chand- Principles of management.
- 4) By Cassidy kreitner - Cengage Learning Publisher International Books - Principles of Management – 2013.
- 5) By K. Natarajan & KP. Ganesan – Principles of Management. Himalaya Publication Pvt, Ltd, - 2012
- 6) By T. Ramasamy - Principles of Management.- Himalaya Publication Pvt, Ltd, - 2013.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	ACCOUNTING FOR MANAGERS	5 hrs week
14MBAC12		4 Credits

Objective:

The subject is to introduce the fundamentals of cost accounting and how these could be used for management decision making.

Unit – I Financial Accounting:

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure. Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – II Cost Accounting

Introduction – Meaning of Costing and Cost Accounting – Difference between Cost Accounting Vs Financial Accounting and Management Accounting – Scope and Objective of Costing – An Aid to Management – Elements of Cost – Preparation of Cost sheet (Simple Problems only).

Unit – III Analysis and Interpretation of Financial Statement

Concepts of Financial Statement and their Nature – Limitations of Financial Statements – tools – Comparative financial statements common size statements Trend Percentages – Ratio Analysis: Short Term Financial Ratios Long Term Financial Ratios Profitability Ratios – Proprietary and Yield Ratios – Turnover Ratios.

Unit – IV Fund Flow and Cash Flow Analysis

Funds Flow Analysis – Concept of Funds – Sources and uses of Funds –Managerial Uses of Funds flow Statements – Cash Flow Analysis – utility of Cash Flow Statement – Construction of Cash flow and Funds flow Statement with simple adjustments.

Unit – V Budgeting and Marginal Costing

Budget and Budgetary control – Concept – Nature and Objectives – Preparation of Sales Budgets, Production Budget, Purchases Budget, Cash Budget – Flexible Budgets and Master Budget. Marginal Costing: Marginal Vs Direct and Differential Costing – Key Factor – Break Even Analysis – Margin of Safety – Cost Volume Profit Relationship – Applications of Marginal Costing.

References:

- 1) S.P.Jain and K.L.Narang, 2011, Kalyani, Publishers -Cost Accounting Practice and Theory
- 2) Richard M. Lynch, 2010, Tata McGraw Hill- Accounting for Management
- 3) By Dr.Meena Gayol - Accounting for Managers - Publisher: Wiley India Private Limited - 2013
- 4) By J. Madegowda – Accounting for Managers – Himalaya Publication Pvt, Ltd, - 2012.
- 5) <http://www.london.edu>

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	QUANTITATIVE METHODS	5 hrs week
14MBAC13		3 Credits

Objectives:

This subject aims at providing a quantitative basis in solving business problems. It has also to provide an in-depth understanding in the statistical application to business research problems thus laying a foundation for seminar course on Research methodology in the Second Semester.

Unit I: Introduction:

Mathematics: Sets, Relations, Fundamental representations, A.P., G.P. and their application to financial mathematics. Derivatives, higher order derivatives, application of derivatives. Maxima and Minima and its application to business problems.

Unit II: Techniques of Data Arrangements, Central Tendency & Dispersion:

Frequency distribution, graphing frequency distribution, Different types of tabulations, Polygons, Lorenz curve, Histogram, Bar charts, Pie Diagrams, Pictograms etc. Arithmetic Mean, Geometric Mean, Weighted Mean, Median, Mode Different Formulas, Comparison Range, Mean deviation, Standard Deviation.

Unit III: Probability Application in Management, Sampling & Design:

Basic concepts, three types of Probability, Probabilities under concepts of Statistical , Bayes Theorem, Distributions: Random variables, Expected value in decision making, Binomial, Poison, Normal distributions, Introduction, various sampling Distributions, considerations in sampling, sample size and standard error.

Unit IV: Testing Hypothesis, Chi-Square and Analysis of Variance & Regression:

Basic concepts, testing of means, Samples with population, standard deviation, measuring the power of Hypothesis Test, Hypothesis Testing Proportions – Large Sample, Hypothesis testing under different conditions, differences between means and proportions, probability values in Hypothesis testing.

Estimating using Regression Line, Correlation analysis, coefficient of correlation, Rank correlation, making inferences about population parameters Errors and Caveats Multiple Regression, Multiple Correlation analysis, Finding the Multiple Regression Equation, Making Inferences about population parameters, Modeling Techniques.

Unit V: Non Parametric Methods, Time Series Analysis, Index Numbers & Decision Theory:

Introduction, Variations, Time Series, Trend Analysis, Cyclical Variation, Seasonal, Irregular Variations, Time Series, Analysis in forecasting.

Definition, UN weighted Aggregates, Index weighted, Aggregate Index, Average of Relatives methods, Quantity and value Indices, Issues in constructing and Index number.

References:

1. Statistics Methods, 2012, Sulthan Chand, New Delhi, India.
2. By K. Karunakaran & B.M. Aggarwal - Quantitative Methods –I - Himalaya Publication Pvt, Ltd, - 2013.
3. By Paolo Brandimarte – John wiley & Sons, Canada – Quantitative Methods an Introduction for Business Management. – 2011.
4. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	BUSINESS ECONOMICS	5 hrs week
14MBAC14		3 Credits

Objectives:

Knowledge of economics as applied to management decision making is fundamental to any M.B.A. course. This course is aimed at providing applied skills to managerial problems using economic theory.

Unit I: Introduction

Introduction to Business Economics - Nature and Scope - Role and Responsibility of managerial economist in business – Fundamental Concepts - Objectives of a firm

Determinants of Demand - Law of Demand and Demand Curve - Individual Demand and Market Demand - Price, Income and Cross Elasticity of Demand.

Unit II: Market Structure

Perfect Competition - Monopoly - Inefficiencies in Monopoly - Price Discrimination - Relevance of Perfect Competition and Monopoly.

Monopolistic Competition - Price rigidity and interdependence.

Unit III: Pricing

Pricing Policy - Role of cost in pricing - Different methods of pricing in Market (Multi - product pricing) - Administered Prices.

Unit IV: National Income

National Income – Circular Flow of Income – Meaning of GDP - Concepts of Gross and Net Income – Problems in Calculation of National Income – Importance of National Income Analysis

Unit V: Role of Government in Economics

Roles of Fiscal and Monetary policies - Balance of payments – Deficit balance in BOP – Implications and remedial measures. Business Cycles – Phases of Business Cycles – Control measures on the effects of business cycles.

References:

1. R.L.Varshney – Sulthan chand & sons -19 th Edition- Managerial Economics .
2. By Kuldeep Gupta Raj Kumar - Business Economics UDH Publishers & Distributors (P) Ltd – 2013.
3. By Appannaiah, Reddy & Shanthi – Economics for Business - Himalaya Publication Pvt, Ltd, - 2013.
4. By Dr. K. Jothi Sivagnanam & Dr. R. Srinivasan (Author) - Business Economics.- McGraw Hill Education (India) Private Limited – 2010.
5. http://finmin.nic.in/the_ministry/dept_eco_affairs/dea.asp

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	ORGANISATIONAL BEHAVIOUR	5 hrs week
14MBAC14		3 Credits

Objectives:

This course aims at providing in-depth knowledge in Organizational Behavior to enhance the problem formulation in solving skills with a focus on human relations aspects.

Unit I: Introduction

Organization Behavior - Concepts, Definition, History, Methods. Understanding of human behavior - Types, process of behavior, Behavior models. Case studies.

Unit II :Group Dynamics

Formal and Informal group - Interaction process and group standards. Leadership in industry -Functions, Types, Theories. Leadership skills.

Unit III: Job Satisfaction

Job satisfaction - factors affecting job satisfaction, remedial measures. Human engineering in industry. Role and functions of industrial psychologist, use of psychological tests. Case studies.

Unit IV: Motivation

Motivation: Meaning, definition and types. Theories of motivation - Abraham Maslow's need hierarchy theory, Douglas McGregor's theory X and theory Y. Elton Mayo's Human Relations Model. David McClelland's Motivational needs theory, Victor vroom's Expectancy theory of motivation, Frederick Herzberg's motivation-Hygiene theory

Unit V: Stress

Stress - Meaning, causes and effects, Organizational , Group And Individual Stresses. Coping strategies. Work-Life Balance. Employee Morale - Definition, concepts and effects. Conflict Management -Definition, role, goals, types and techniques. Organizational Climate – importance, factors affecting organizational climate. Case studies.

References:

1. Stephen.P Robbins 2005 Ed PHI - Organization Behaviour.
2. **By Stephen P. Robbins Timothy A. Judge** - Organizational Behavior Pearson Education – 2012.
3. By K. Aswathappa Himalaya Publishing House Pvt. Ltd. (10th Edition) - Organizational Behavior – 2013.
4. By Mohini Sukhpure & Uday N. Limaye – Organizational Behaviour – Himalaya Publishing House Pvt.Ltd. - 2010.
5. www.sparkable.com/

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 14MBAV11	BUSINESS ENVIRONMENT AND LAW	3 hrs week 2 Credits

Objectives:

Decision cannot be taken in vacuum. All the forces emanating from external environment has to be considered. This subject provides basic knowledge on the external environment and internal environment.

UNIT I: Introduction

Internal, Micro & Macro Environment, Strategic groups, Competitor analysis, Environmental analysis and forecasting, Benefits, Limitations.

UNIT II: Political Environment

Functions of State, Economic roles of Govt., Economic systems, Constitutional Environment, Steps to implement delivery strategies, Implications of service intangibility.

UNIT III: Legal Environment

Introduction to Indian legal System, IPC, Mercantile Law - The Indian Contract Act 1872 & The Sale of Goods Act 1930, Negotiable Instrument act, Indian Companies Act 1956, Income Tax (IT), Wealth Tax, Sales Tax (ST) & Stock Exchange Board of Indian Act 1956, Consumer Protection Act, Foreign Exchange Management Act, 1992, FERRA. An Overview of Factories Act, Payment of Wages Act, Payment of Bonus Act, Minimum Wages Act, Industrial Disputes Act.

UNIT IV: Technological Environment

Innovation, Technological leadership & Followership, Sources of Technological Dynamics, Appropriate Technology, Technology upgradation, Transfer of Technology, Impact of Technology on Globalization.

UNIT V: Socio, Cultural & Economic Environment

Business and society, Impact of culture on Business, Professionalization, Technological development and social change. Nature of economy, Economic policies, Economic planning and Development, Industrial development strategy, International Investment, Globalization.

References:

1. Francis B Cherunilam ,Himalaya Publishing House 2011- Business Environment and Policy
2. By P. Leelakrishnan – Environmental Laws in India. - LexisNexis India -2010.
3. By Richard Schaffer, Beverley Earle, Filiberto Agusti- International Business Law and its Environment. Thomson/South-Western, 2005.
4. www.envfor.nic.in

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	SKILLS LAB - I	3 hrs week
14MBAV12		2 Credits

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individual's language proficiency, group dynamics of the particular batch and provide the forum to build upon the strengths and to bridge the gap upon the requirement.

UNIT I: Business Communication

Scope and importance of Business communication in an organization. Fundamentals of grammar and usage.

UNIT II: Business Documents

Planning and organizing business messages, format and lay-out of business documents, documentation of report sources.

UNIT III: Business Letters and Reports

Letters, Memos and other brief messages, employment messages, Reports and Proposals.

UNIT IV: Inter and Intra Communication

Individual communication, Self-advertising, Inter-mediary communication, Telephone, Fax, E-mail, Teleconferencing, web-chat.

UNIT V: Social Communication

Social communication, Etiquette in writing, transaction analysis

References:

1. Goleman, Daniel 1998 – Working with Emotional Intelligence. Bantam Books, New York.
2. Jones, Leo and Richard Alexander 2003. New International Business English. Cambridge University Press
 - I. Jayakaran 2000. Everyone's Guide to Effective Writing. 2 M Publishing International, Chennai.
3. By Vikram Bisen (Author) - Business Communication. -New Age International Pvt Ltd Publishers – 2008.
4. By Nageshwar Rao & Rajendra P. Das – Communication Skills –Himalaya Publications Pvt Ltd., - 2012.
5. www.businesscommunication.org

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 14MBAV13	COMPUTING SKILLS AND LAB	3 hrs week 1 CREDIT

Objectives:

This subject aims at providing an in-depth understanding in the basic Computing Skills and extending its use for business purpose. Application of IT Knowledge to help quick decision making process with aid of computing skills.

UNIT I: MS-Word

1. Basic functions in MS-Word
2. Functional key usage in MS-Word
3. Practical application of MS-Word – report preparation, business letter etc.,

UNIT II: MS-Powerpoint

1. Basic function in MS-Powerpoint
2. Functional key usage in MS-Powerpoint
3. Practical application of MS-Powerpoint

UNIT III: MS-Excel

1. Basic commands and function in MS-Excel
2. Functional key usage in MS-Excel
3. Practical applications

UNIT IV: MS-Access

1. Basic commands and function in MS-Access
2. Functional key usage in MS-Access
3. Practical applications

UNIT V: Search Engine

1. Search engine
2. Downloading the file
3. Attaching the file

References:

1. By Bittu Kumar (Author) Microsoft Office 2010 Paperback – 2013.
2. www.freecomputerbooks.com/Microsoft_Office_Excel.html.
3. www.support.office.com.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 14MBAC21	HUMAN RESOURCE MANAGEMENT	5 hrs week 4 Credits

Objectives:

To provide an in depth understanding on the subject covering all the recent developments like entry of MNC'S, strategic orientation and to highlight the changing role of Human Resource Management. To provide an ethical perspective in the decision making areas in human Resource Management.

UNIT I: Introduction

Definition, History of HRM-Scope, Importance of HRM to organizational performance-Functions of HRM -Decision Areas in HRM, Strategic Human Resource Management.

UNIT II: Human Resource Planning, Acquisition and Retention of Employees

H R Planning, Fore Casting Demand, Job Analysis: Definition, Various methods Recruitment, Sources, Selection, Induction, Position and Transfer Retention & Rewarding of the employees –Application Blank, Job Evaluation methods.

UNIT III: Performance Appraisal & Human Resource Development

Appraisal of the employees, various methods, potential or shortfall to take-up additional responsibility, Training and Promotion Concept of HRD – Training and Development - Types of Training -Job changes and issues.

UNIT IV: Grievance, Discipline, Employee Participation & Broader Aspects of HRM:

Developing Grievance Redressal Models & Procedure. Need and Concept of Discipline – Standing Orders & Procedure for Domestic Enquiry & Natural Justice.

Concepts, benefits - Forms of Participation - Quality of Work Life - Quality Circle Emerging issues in HRM - Strategic HRM – Human Resource Information System - Personnel Audit & Research - Human Resource Accounting - Future of HRM. The Role of Employees/Employers/Government in the changing Global/Business Scenario

UNIT V: Industrial Relation & Compensation

Industrial Relation Causes for Industrial Conflict, Machinery for Prevention, Settlements, Arbitration, Labour Courts, Strikes, Lockouts, Lay-off, Retrenchment, Closer Collective Barraging – Concept Process Strategies & Tactics. Compensation Policy – Perks & Benefits - CTC, Executive Compensation & Indirect Compensation Group incentive Competency Mapping.

References:

1. K. Aswathappa 4th Ed 2005 TMH - Human Resource and Personnel Management
(Text & Cases)
2. Biswajee&Pattannayak 2nd 2003 PHI Human Resource Management
3. R.V BADI , Human resource management - 2011
4. K.K.Chaudhary , Human resource management principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	MARKETING MANAGEMENT	5 hrs week
14MBAC22		4 Credits

Objective:

To introduce the fundamental concepts and theories in the areas of marketing and assist the student in marketing decision making.

Unit I: Introduction & Core Concept

The core concepts of Marketing – Company orientation towards the Market place – Role of Marketing with special reference to India – Expanding scope Marketing – Marketing Organization – Marketing’ s relations with other departments.

Unit II: Strategy and Process

Marketing Strategy – Marketing management Process – Marketing Mix – Marketing Research – Marketing Environment. Buyer Behaviour – Analysis Competitors – Demand Estimation and Sales Forecasting – Market Segmentation – Selling Target Markets – Positioning – Product Life Cycle.

Unit III: 4Ps

Managing Existing Products – New Product Planning and Development – Pricing Strategies and Programmes - Distribution Channels – Selection and Management – Retailing and wholeselling – Promotion Mix – Advertising, Personal Selling, Sales Promotion and Publicity.

Unit IV: Marketing Research

Types, Process – Tools and Techniques – Application of Marketing Research – Product Launching, Demand Estimation, Advertising, Brand Preferences, Customer Satisfaction, Retail Stores Image, Customer Perception, Distribution, Customer Relationship, Competitor Analysis and Related Aspects – Preparation of Marketing Research Report – Sample Case Studies.

Unit V: Emerging Trends, Logistic & SCM

International Marketing – Rural Marketing – Emerging Trends in Marketing. SCM – What & Why? Key issues in SCM – Components, Strategic decisions in SCM – Value chain.

References:

1. Appannaiah and Reddy, Marketing management – Text and Cases - 2010
2. B.S.Bose , Marketing Management - 2014
3. Chunawalla , Marketing principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 14MBAC23	FINANCIAL MANAGEMENT	5 hrs week 4 Credits

Objectives:

To provide a thorough understanding of concepts and theories and develop the skills to understand, analyze and interpret financial data and problems to make better financial decisions.

Unit – I: Financial Management - Meaning & Scope

Introduction – Definitions – Importance of finance – Meaning of Business Finance and Financial Management – Objectives – Scope – Financial forecasting – Role of Finance Manager in the Changing Scenario – Relationship between Financial Management and Other Areas of Management – Financial Management: Science or Art.

Unit – II: Source of Finance and Capital Structure

Source of Finance – Classification – Security Financing – Government Policy – Internal and Loan Financing – Bridge Finance – Book-Building – Promoters Contribution – New Financial Institutions and Instruments. Capital Structure: Meaning – Patterns – Point of Indifference – Optimum Capital Structure – Theories – Factors Determining Capital Structure.

Unit – III: Leverages and Cost of Capital

Leverages – Meaning – Definitions – Types and Significance – Effect of Leverage. Cost of Capital: Concept – Importance – Classification and Determination of Cost of Capital – Computation of Various Cost of Capital.

Unit – IV: Working Capital Management and Capital Budgeting

Working Capital: Meaning – Type – Concepts – Need – Influence Factors – Estimation of Working Capital requirement. Capital Budgeting: Nature – Need and Importance – Factors affecting capital investment decisions – Capital budgeting appraisal methods.

Unit – V: Dividend and Dividend Policy

Meaning – Determinants – Theories of Dividend Policy – Alternative forms of Dividend – Stock Dividend and Stock Split – Dividend Policy in Practice.

References:

1. S.M.Inamdar , Basic financial management - 2013
2. Ramachandra , Financial management - 2010
3. G.S.Reddy , Financial management - 2011

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 14MBAC24	OPERATIONS MANAGEMENT	5 hrs week 3 Credits

Objectives:

The Objective of this subject is to expose the student to the scope of operations management in achieving overall business Objective. The course aims at giving a general exposure to operations management practices in manufacturing and service industries and new advancements in operation Management.

UNIT I: Production and Concept

Production and Operations Management concept – Origin, growth and development of Operations Management – Functions and problems – Manufacturing and Services systems – Capacity planning – Break-even analysis – Forecasting – Qualitative and Quantitative methods.

UNIT II: Plant Layout

Plant locations and Lay-out decisions – Computer Software systems in Plant Lay-out – Job designs and work study – Methods study and work measurement.

UNIT III: PPC

Product and Process analysis, Process Planning, Production systems, Production Planning & Control - Aggregate planning, scheduling and control, JIT & Kanban concepts, Johnson’s Algorithm for job sequencing.

UNIT IV: Inventory Management

Materials Management – Scope and Importance, Functions – ABC Analysis, Inventory control – Basic EOQ Models – MRP 1 – MRP 2 – ERP.

UNIT V: Quality Management

Quality – Inspection & Quality control – Statistical Quality control, Control charts – TQM and TPM – Material handling – Principles and practices – Maintenance.

References:

- 1) aneerselvam – “Production and Operations Management” – Prentice Hall of India
- 2) S.K.Bhat , Operations management - 2013
- 3) Ashwatappa, Production and Operations management - 2013
- 4) Chunawalla, Production and Operations management - 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	RESEARCH METHODS FOR MANAGERS	5 hrs week
14MBAC25		3 Credits

Objectives

- To understand the basic concepts of research methods and its usefulness in Business situations
- The students will be able to formulate research plans which would be useful in companies to evolve strategies to manage the situations

UNIT I:

Basics of Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations of Research. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Problems, Challenges in Management Research in India. Research Problem Identification, Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research.

UNIT II:

Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Hypothesis – Definition, meaning, types, conditions, relevance in research for decision making in management. Pilot study and its importance.

UNIT III:

Universe and Sampling. Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Construction and validation of attitudes scales – Thurstone's and Likert's methods. Reliability and validity tests for rating scales.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD, SD). Correlation- meaning, types and measurement (Karl Pearson's 'r', Spearman's Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric ('t' tests, ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney's U test).

UNIT V:

Analysis, Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Management using previous studies.

References:

1. Kothari. C.R 1992, Quantitative Techniques New Delhi, Vikas Publishing Ltd.
2. Majhi and Khatua, Research methodology - 2013
3. V.P.Michel , Research methodology in management - 2013
4. N.Thanulingam, Research methodology - 2013
5. J.K.Sachdeva, Business research methodology - 2013

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester –2	SKILLS LAB - II	3 hrs week
14MBAV21		1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individuals, group dynamics of the particular batch and provide the forum to build upon the strengths and reduce the weaknesses.

UNIT I: Introduction

Definition of Personality - Determinants of Personality – Biological, Psychological and Socio-Cultural factors - Misconceptions and Clarifications - Need for Personality Development.

UNIT II: Self Analysis

Self analysis through SWOT and Johari Window Techniques and strategies for self motivation. Motivation checklist and Goal setting based on principle of SMART Self motivation and life. Importance of Self-Esteem and enhancement of Self-Esteem. (Practical).

UNIT III: Learning Skills

Definition and Importance of memory - Causes of forgetting - How to forget (thought stopping), how to remember (techniques for improving memory) - The technique of passing exams - Management of examination fear.

UNIT IV: Power of Positive Thinking

Nurturing creativity, decision-making and problem solving. Thinking power-seven steps for dealing with doubt. Traits of positive thinkers and high achievers. Practicing a positive life style.

UNIT V: General Knowledge and Current Affairs

Regional, National and International events - Geographical, political and historical facts. Information on sports and other recreational activities. (Practical).

References:

1. Kumar and Vipin, Personality development - 2012
2. Kumar and Vipin, Psychology of human behavior - 2011
3. Viswanathan , Communication skill - 2011

MBA I Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 2	IT APPLICATION IN BUSINESS	3 hrs week
14MBAV22		1 Credit

Objectives:

1. To understand Internet operations
2. To understand usage of Internet facilities.
3. To enable to understand the web page design

Unit I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

Unit II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network(WAN), Metropolitan Area Network (MAN).

Unit III

Basics of Internet: How the internet works, Usage of internet – IP Address, Domain Name, Uniform Resource Locator (URL)

Unit IV

Introduction to E-mail: Email features – Creation of Email Accounts – Inbox – Compose Mail – Send – Attaching the documents – Address book.

Unit V

World Wide Web: Web features – File Transfer – Telnet – Usenet – Web Server – Web browser – Netscape communication Suite, Microsoft Explorer.

Text book:

Rajkamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002

Reference book:

1. P.Mohan, Computer application in business - 2012
2. C.S.V.Moorthy, Computer application in business - 2012
3. C.S.V.Moorthy, Systems management - 2010
4. V.Pandey and Ahamed, Computer application in management - 2013
5. Stephen Cass, How much does the internet Weigh, Discover Publication, 2007

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	INTERNSHIP SUMMER PROJECT	5 hrs week
14MBAI21		4 Credits

Objectives:

- To help the students to get exposure to field realities
- To Provide opportunities to practice what they learnt in their class room

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC MANAGEMENT	5 hrs week
14MBAC31		4 Credits

Objectives:

For decision making at corporate level, one needs an integrative and analytical knowledge in all functional areas of management. This course has been designed to fulfill this need and function as a capstone course in the MBA through practical case studies to imbibe the strategic network.

Unit I: Business ethics & Negotiations:

Nature and purpose of Ethical Reflection -Mediating between moral demands and interest - Moral responsibility in business sphere - Stakeholders issues - Basic principles and pitfalls Managing the negotiations process - Negotiation in this groups - Negotiation between groups Negotiation between cultures - Managing the negotiation process

UNIT II: Strategy and Process

Conceptual framework for strategic management, the Concept of Strategy and the Strategy Formation Process - A formal Strategic Planning Process - Corporate Governance and Social responsibility.

UNIT III: Competitive Advantage

External Environment - Porter's Five Forces Model-Strategic Groups Competitive Changes during Industry Evolution- Globalization and Industry Structure - National Context and Competitive advantage Resources- Capabilities and competencies–core competencies-Low cost and differentiation Generic Building Blocks of Competitive Advantage- Distinctive Competencies-Resources and Capabilities durability of competitive Advantage- Avoiding failures and sustaining competitive advantage.

UNIT IV: Strategies

Building competitive advantage through functional level strategies- Business level strategy- Strategy in the Global Environment-Corporate Strategy-Vertical Integration-Diversification and Strategic Alliances- Building and Restructuring the corporation-Choice of Strategies–Balance Score Card.

UNIT V: Strategy Implementation, Evaluation & Other Issues:

Designing organisational structure-Designing Strategic Control Systems- Matching structure and control to strategy-Implementing Strategic change-Politics-Power and Conflict-Techniques of strategic evaluation & control. Managing Technology and Innovation-Entrepreneurial Ventures and Small Business Strategic issues for Non Profit organisations.

References:

1. Charles W.L.Hill & Gareth R.Jones – ‘Strategic Management Theory, An Integrated approach’ – Houghton Mifflin Company, Princeton New Jersey, All India Publisher and Distributors, Chennai, 1998.
2. R.Nanjudeiah -Strategic planning and business policy -2003 – Himalaya Publishing house Pvt ltd
3. P.Subba Rao – business policy & strategic management - 2011- Himalaya Publishing house Pvt ltd
4. R.M.Srivastava – management policy & strategic management -2014 Himalaya Publishing house Pvt ltd
5. V.S.Mangnalie , KB.Ramanando –strategic management & global challenges -2012, Himalaya Publishing house Pvt ltd

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 14MBAC32	OPERATIONS RESEARCH	5hrs week 4 Credits

Objectives:

The Objectives of the course is to acquaint the students with the application of Operations Research to business and industry and to expose them to the significance of various scientific tools & models that are available in Operations Research for managerial decision making.

UNIT I: Introduction:

Introduction to operations research – Linear Programming Problems – Graphical solutions – Simplex method - steps and simple problems.

UNIT II: Methods:

Big M method – Duality – Dual simplex method – Integer programming method - steps and simple problems.

UNIT III: Transportation Model:

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

UNIT IV: Assignment Problem:

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

UNIT V: Game Theory:

Game theory – Saddle point – Value of game – Graphical method – Dominance rule – Applications of game theory and simple problems.

References:

1. Operations research by S.D.Sharma, 2012, 14th edition, Kedar Nath Ram Nath & Co.
2. Problems in Operations research by P.K.Gupta & Manmohan, 2003, 10th edition, Sultan Chand.
3. Gupta P.K, Man Mohan, Problem in Operations Research (Methods and Solutions), Sultan Chand and Sons, Ninth Edition, 2003.

4. Ramnath & vasuki -Quantitative methods & operation research - 2008, Himalaya Publishing house PvtLtd
5. K.Sridhara - Quantitative methods & operation research -2010, Himalaya Publishing house Pvt ltd
6. Anandsharam – operation research – 2012, Himalaya Publishing house Pvt ltd
7. R.Sridhar bhat – applied operation research – 2011, Himalaya Publishing house Pvt ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	SALES AND DISTRIBUTION	5 hrs week
14MBAEM31		4 Credits

Objectives:

This course will deal with the corporate physical distribution activities as an integrated system. The various components of this system would be considered with help of analytical and quantitative techniques.

UNIT I: Personal selling

Personal selling – Introduction – qualities required by a good salesperson – role of salesperson – selling process

UNIT II: Sales forecasting

Sales forecasting – How to prepare a sales forecast? – Methods of forecasting
Sales promotion - Introduction – Consumer / Trade – sales promotion plan

UNIT III: Management of Sales Force

Managing the salesforce – Role of Sales Managers – Functions of Sales Managers – sales management planning / sales budgets – quotas / manpower planning / sales force motivation / control

Unit IV: Distribution Management

Managing the Distribution function – Role of Middlemen – Channel levels – Factors influencing distribution decisions - Managing the Channel – Channel conflict – Emergence of organized retail sector / INTERNET and its implications on distribution strategy

Unit V: SCM

Traditional Distribution Management approach Vs Supply Chain Management – Logistics decisions – Transportation / Warehousing / Inventory Management -3PL - 4PL

References:

1. S.L.Gupta & M.k.Rampal Cases in sales& distribution management-2009, Himalaya Publishing house Pvt ltd
2. C.H.CHAUNNAWALL –sales & distribution management-2013, Himalaya Publishing house Pvt ltd

3. N.G.NAIR & LATHANAIR- Sales & distribution management -2010, Himalaya Publishing house Pvt ltd
4. K.SRIDHARA BHAT - - Sales & distribution management -2010, Himalaya Publishing house Pvt ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	ADVERTISING MANAGEMENT	5 hrs week
14 MBAEM32		4 Credits

Objectives:

This course aims acquainting students with the important of advertisement in the promotion mix and to study the different elements and process of advertising.

UNIT I: Foundation

Introduction to Advertisement - What is advertisement? – Key players – Types of Advertisement Role in Marketing – How Agencies work? Advertisement & Society – Advertisement Ethics – Legal environment

UNIT II: Planning and Strategy

How advertisement works? – Communication – Effectiveness – Perception – Cognition – Emotion – Association – Persuasion. Consumer audience – Consumer Behavior – Culture – Social – Decision process –Segmentation – Targeting. Research – Uses – Methods – Challenges – Key players
Planning – Business/marketing/advertisement – Account planning

UNIT III: Media

Print & out of home media – Media Industry – Space marketing – News papers – Magazines – Directory Broadcast Media – Radio – TV – Film and Video Interactive & Alternative Media - Internet – e-mail Media planning

UNIT IV: Effective Advertising Messages

Creativity – Copy writing – Design and Production

UNIT V: Integration and Evaluation

Direct Response – Database marketing
Sales promotion, Events & Sponsorships
Public Relations – Tools

Evaluation of Effectiveness – Factors to be evaluated – copy testing – Campaign & IMC Evaluation.

References:

1. S.RADHOR – advertising management – 2012, Himalaya Publishing house Pvt ltd
2. M.N.MISHRA – sales promotion& advertising management-2012, Himalaya Publishing house Pvt ltd
3. SAHOO & SINHA - advertising management -2013, Himalaya Publishing house Pvt ltd
4. Kenneth Clow. Donald Baack, “Integrated Advertisements, Promotion and Marketing communication”, Prentice Hall of India, New Delhi, 2010.

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	TRAINING AND DEVELOPMENT	5 hrs week
14 MBAEH31		4 Credits

Objectives:

This Course aims training the participants in understanding the training needs, designing administering and evaluation training and development programme in an organisation.

Unit I: Introduction

Training – Definition, concept and Objectives Meaning and differentiation - Education, Training and development Importance of training Need for training – Individual, operational and organizational

Unit II: Need of Training

Emerging issues in training - Challenges in training - Areas of training - Duties and responsibilities of training manager

Unit III: Types of Training

Training categories – Basic skill, Technical skill and Interpersonal training
Training delivery tools - Selection of trainers – Internal / External

Unit IV: Development

Developing Managers – Nature and Purpose - Factors in designing the development program - Process of Executive Development Program - Methods of Executive Development Program

Unit V: Evaluation

Evaluation of training and development program – Methods - Concept of Return on investment and Cost benefit analysis - Current practices in training and development - Training in manufacturing and service sector

References:

1. C.S.Thomaskutty – management training & development – 2013, Himalaya Publishing house Pvt ltd
2. B.RathanReddy –Effective human resources training & development strategy- 2013, Himalaya Publishing house Pvt ltd
3. Suhaspalsapure –Human resources development through management education & training – 2010, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	COMPENSATION MANAGEMENT	5 hrs week
14 MBAEH32		4 Credits

Objectives:

To gain in-depth knowledge on compensation management in industries, and study the various reward and compensation system with the emerging trends. To understand the competitive business and the contribution of the people and its integration to attract the talents and retain the skill professionals to contribute for organization.

Unit I: Introduction

The world of Pay and Compensation based on macro economics and micro economic factors. Theories of wages and salaries – its evaluation – components .

Unit II: Job Evaluation

Job Analysis, Job Description and Job Evaluation – Definition – Importance – Types. Surveying Market Pay and Compensation Practices. Designing Pay Structure – Components of Pay Structure.

Unit III: Reward and Compensation

The reward systems monetary and non monetary dimensions – Incentives – incentive plans – Incentives for direct and indirect categories – individual/ group incentives – Fringe benefits/perks short term and long term incentives – profit sharing – ESOP

Unit IV: Legislation on Compensation

Introduction to Payment of Wages act; Minimum Wages Act; Bonus Act; Gratuity Act.

Unit V: Emerging Trend in Compensation

Remuneration Management Systems- Current trends in Compensation – executive Compensation – International Compensation – Compensation for knowledge workers. Control aspects of Employee Cost.

References:

1. K.BHATIA-compensation management-2012, Himalaya Publishing house Pvt ltd
2. BALYAN & BALYAN- compensation management-2012, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 14MBAEF31	PROJECT FINANCE	5 hrs week 4 Credits

Objectives:

To gain in-depth knowledge and its importance of cash inflow and cash outflow and its application to make the organization viable and for sustained growth. To understand the scarcity of the fund and its better return through its application.

Unit I: Introduction to Project Management

Project Management Introduction – Categories of Projects – Roles & Responsibilities of Project Manager – Project Feasibility Reports – Project Control systems Conceptual View of Concepts like PERT / CPM / Project diary.

Unit II: Investment Decision Analysis (Capital Budgeting)

Nature of Investment Decisions – Capital Investment Decision Process Time value of Money – Factors affecting Capital Investments – Kinds of Capital Investments – Capital Budgeting Appraisal Methods – Traditional Methods (Payback & ARR) / Modern Methods (NPV, IRR and Profitability Index) – **Simple application oriented problems.**

Unit III: Working Capital Management

Working capital management – Objectives, kinds and factors – Receivables, Cash, Inventory Management – Analysis & Application – Financing current assets – Banks and Financial Institutions norms – Tandon Committee report – includes simple working capital application oriented problems

Unit IV: Lease Financing Decisions

Lease: Concept, Meaning & Definition – Reasons for Leasing – Essentials of a valid lease – Various Kinds of Leasing – Lease VS Buy decisions: Financial Evaluation – Advantages of Leasing & Financial Implications. Status of Indian Leasing Industry. Simple application oriented problems – Lease VS Buy Decisions

Unit V: Project Management Performance

Project performance indicators, Performance improvement, Project Closure Reports – Post implementation reviews.

References:

1. VASANT DESAI-Project management – 2013, Himalaya Publishing house Pvt Ltd
2. NARAENDRA SINGH- problem & solution in project management & control-2011, Himalaya Publishing house Pvt Ltd
3. Y.C.SONTAKKI- project management – 2009, Himalaya Publishing house Pvt Ltd
4. IM Pandey, 10th Ed, TMH, Financial Management
5. Khan & Jain, 5nd Ed, TMH, Financial Management

MBA II year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 14MBAEF32	PORTFOLIO MANAGEMENT	5 hrs week 4 Credits

Objectives:

This course aims to understand the culmination of Security evaluation and accumulation of security related information in investment decision making. This subject deals with Portfolio optimization, evaluation, revision. Etc.

Unit I: Introduction to Investments

Investments – what & why; Different categories of investors – Investor, Speculator and Gambler; Process of investment; Different avenues of investment; Risk – Return Concept of investment; Intrinsic Value concept in Investment Analysis.

Unit II: Fundamental Analysis

Fundamental Analysis – salient features, Economic Analysis, Industry Analysis, Company Analysis and Z score Analysis

Unit III: Technical Analysis

Technical analysis VS Fundamental analysis

Technical analysis – Features, assumptions and limitations

Tools of technical analysis like Japanese Candle stick chart, Line chart, Bar chart, PFC, Double top, Triple top patterns, Head and Shoulders, Support and Resistance level. Elliot Wave theory, Dow theory, Breadth of the market, Relative strength analysis, Moving average analysis, MACD.

Unit IV: Efficient Market Hypothesis

Efficient Market Hypothesis – Strong form, semi strong form and weak form market, including Random walk hypothesis.

Unit V: Fundamentals of Portfolio Management

Portfolio Management Concept and Objectives – Factors to be considered in Portfolio Management – Diversification – Simple, Superfluous and Markowitz models – Portfolio Performance Evaluation – Sharpe’s, Treynor’s Ratios.

References:

1. V.A.AVADHANI- securities analysis & portfolio management – 2011, Himalaya Publishing house Pvt ltd
2. O.P.AGARWAL- securities analysis & portfolio management – 2013, Himalaya Publishing house Pvt ltd
3. PREETI SINGH – investment management – 2013, Himalaya Publishing house Pvt ltd

MBA II year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 14MBAES31	WINDOWS AND OPERATING SYSTEM	5 hrs week 4 Credits

Objectives:

This course aims to gain knowledge of basics of computer operations, language, WINDOWS and operating systems for managerial professionals.

Unit I:

Unix Overview- The Kernel – The shell Files and directories – peripheral devices in Unix – Special files.

Unit II:

Using Unix commands – Using single commands – Compound commands – Building a command library.

Unit III:

UNIX tools – Group, a sed tran and shell commands and environment – for loop – case statement, while and until, if, test, trap, expr.

Unit IV:

Scheduling concepts – scheduling argormous algorithm evaluation – multiple processor scheduling.

Unit V:

Installing and starting Windows 3.1 – using the mouse and the key board – windows commands – windows setup – program manager – file manager – control panel – standard programs that run on windows – calendar – notepad.

References:

1. Introducing Unix system V- Rache Morgan Henry
2. Illustrated Windows 3.1 – Robert E. Whitsitt, Lara.

MBA II year	Elective - System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 14MBAES32	COMPUTER NETWORKS	5 hrs week 4 Credits

Objective:

This course aims to understand the web of WAN, LAN, its integration and its applications in decision making.

Unit I:

Introduction – goals and application of network – Network structure and architecture – OSI reference model – various layers – services – network, Standardization – ARPANE, MAP and TOP, UNENET ,CSNET, BINET, SNA and public networks.

Unit II:

The Physical layer – Fourier analysts – bandwidth – Limited signals – maximum data rate of a channel – Transmission media – magnetic media – twisted pair – Baseband – and broadband cable – Fibre optics – Line of sight transmission – telephone systems – modern RS – 232-c and RS.419. Medium access sublayer – Local and metropolitan networks – ALDHA protocols – LAN protocols – IEEE standard 802 dor LAN – fibre optic networks.

Unit III:

Data link layer – design issues – Error detection and correction – data link protocol – network layer – layer design issues – routing algorithms – internetworking – examples.

Unit IV:

Transport layer – design issues – connection management – simple transport protocol on top ofx25 – samples session layer- design issue – remote procedure call.

Unit V:

Presentation layer – design issues – Application layer – design issues.

References:

1. Computer Networks – A.S. Tanenmanum. Second edition, PHI Private Ltd, New Delhi 1990.
2. Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
3. Computer Network & Simulation III, Scnemaker, Elacvier Science Publications, 1986.

MBA II Year	Value Adding Course	Max. Marks 50 Int: 50
Semester – 3	SKILL LAB - III	3 hrs week
14MBAV31		1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weaknesses of individuals, group dynamics of the particulars batch and provide a forum to build upon the strengths and reduce the weakness.

UNIT I: Oral Communication

Scope and importance of oral communication and presentation.

UNIT II: Language and Presentation

General language knowledge and presentation, special language knowledge and presentation, listening, speaking, interviewing, conduct a meeting.

UNIT III: Communication Skill

Giving speeches, general communication skills for presentation, Professional communication skills for presentation, and social communication skills for presentation.

UNIT IV: Non verbal Communication

Scope and importance of non-verbal communication/ Body language and etiquette.

UNIT V: E-Communication

Office machines, Electronic office, communication technology.

References:

1. Cathcart, Robert.S. and Larry A. Samovar 1970. Small Group Communication: - A Reaer 5th Edition. Wm. C Brown Publishers. Iowa
2. Tamblyn, Doni and Sharyn Weiss. 2000. The Big Book OF Humorous Training Games. 2004 Edition. Tata McMcgraw-Hill, New Delhi.
3. Pillai, Radhakrishnan, 2006. Spoken English for you. Emerald Publishers, Chennai.

MBA II Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 3	BUSINESS ETHICS AND	3 hrs week
14MBAV32	CORPORATE SOCIAL RESPONSIBILITY	2 Credits

Objective:

It aims to understand the importance of business ethics and CSR apart than being in the competitive business.

UNIT I: Business ethics

Nature and purpose of Ethical Reflection
 Mediating between moral demands and interests
 Moral responsibility in business sphere
 Moral responsibility in business sphere
 Stakeholders issues

UNIT II: Value

Purpose- Science and human values
 Aristotle view - Application of Values
 Holistic Approach for Managers in Decision Making
 Trans-cultural Human Values in Management
 Secular versus Spiritual Values in Management
 Stakeholder perspective

UNIT III: Corporate Social Responsibility

Meaning –Objectives-Scope-Need of CSR for business development-CSR vs Corporate Governance-Variou Strategies of CSR.

References:

1. Garbet 1970 – Times of India Press – Business Ethics
2. Petrick (Joseph A) & Quinn (John F) 2011- National Press- Business Ethics
3. Balachandran (V) – 2011 – University Book House – Corporate Governance& Social Responsibility

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 14MBAC41	INTERNATIONAL BUSINESS MANAGEMENT	5 hrs week 4 Credits

Objectives:

It enables the students to understand the aspects and importance of international business management in the current border less business scenario. To provide an in-depth perspective into the international business operations and its complexities, decision making process.

UNIT I: Introduction

Definition – trade and investment flow – economic theories – forms of international business – Trade Policy – Export promotion – Export procedures and documents – FOREX management – exchange rate determination – Exchange risk – Managing exchange rate.

UNIT II: International Business Environment

Globalization of business – economic, political and cultural environment of international business – WTO and trade liberalization – emerging issues – implications for India –regional trade blocks – inter – regional trade among regional groups.

UNIT III: Global Strategic Management

Structural design of MNEs – strategic planning – strategic considerations – national Vs global competitiveness.

UNIT IV: Control and International Business Environment

Control of MNEs – approaches to control – the role of information systems – performance measurement – mechanics of measurement – various performance indicators – evaluation and evaluation systems.

UNIT V: Conflict In IB &Negotiation

Factors causing conflict – conflict resolution actions – the role of negotiations in international business – the role of international agencies in conflict resolution.

References:

1. Francis Cherunilan International trade and export management 2013
2. Chowdry and Agarwal foreign trade and exchange 2010
3. P.Subbarao International business 2013
4. Richard M.Hodgetts and Fred Luthans, International Management', Tata McGraw Hill, New Delhi, 2003.

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	ENTREPRENEURSHIP SKILLS	5 hrs week
14MBAC42		3 Credits

Objectives:

This course aims to achieve understand the knowledge of basics of entrepreneurship .In current and future turbulent times all executives should possess entrepreneurial skills with insatiable desire for innovations. This course aims at emphasizing these skills as vital requirement in the armory of an executive.

Unit I: Introduction:

Concept of Entrepreneurship, Nature and Development of Entrepreneurship, Entrepreneurial decision process. Entrepreneurial traits, types culture and structure, competing theories of Entrepreneurship, Entrepreneurial motivation, Establishing Entrepreneurial Systems, development of woman entrepreneurs and the future of entrepreneurship.

Unit II: Self Assessment and the Entrepreneurial Process:

Identifying and evaluation the opportunity, developing a business plan, resources required and the managing the enterprise. Strategic orientation, commitment to opportunity, resources, control of resource and management structure. Entrepreneurial Careers, education training. Entrepreneurial Ethics.

Unit III: The Business Idea:

Sources of new ideas: The unexpected, incongruities, process need, industry and market structures, demographics, changes in perception, new knowledge, the bright idea. Consumers, existing companies, distribution channels, Government and Research and Development, purposeful innovation and principles of innovation. Steps of starting a small industry- Incentives and Subsidies- Central and State government- Business Innovation with a purpose, vision and strategy

Unit IV: The Business Plan:

Scope and value of Business Plan, information needs, writing a Business Plan: Essential Parts. Using and implementing Plans. Case Studies for failures.

Unit V: Critical aspects in the Marketing Financial

Exploring export possibilities – Incentives for exports and Imports of Capital Goods and raw materials. Rejuvenating workplace through planned change. Transforming individual blocks to creativity. Human values in innovation. Problems and Opportunities, Entrepreneurship in Rural sectors and Service Institutions, Ecological Niches. Legal aspects

References:

1. Hisrich and Peters – Irwin- Entrepreneurship - Starting, Developing, and Management a new Enterprise
2. Prasama Chandra, Projects – ‘Planning, Analysis, Selection, Implementation and Reviews’, Tata McGraw-Hill Publishing Company Limited 1996.
3. P. Pednekar Entrepreneurship 2012
4. S.Taneja Entrepreneurship Development 2012
5. Vasanth Desai Theories of Entrepreneurship 2011
6. Vasanth Desai Dynamics of Entrepreneurship Development 2013

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
14MBAEM41		4 Credits

Objectives:

This course aims to understand the importance of retail , distribution as a part of effective supply chain management. To understand the environment and channel of retail sector for a better marketing management

Unit I: Introduction – Retail - Evaluation

Introduction – Retailing – Evaluation – Functions – Trends – Opportunities Retail Formats – Convenience stores – Specialty – Super Market – Discount – Superstore – Departmental – Hyper – Warehouse – Mall – Direct catalogue retailing – Web stores.

Unit II: Franchising & Sourcing

Franchising in retail – Introduction – Types – operation-Merchandise Planning & Control – Sourcing – Category Management – Process – Information Technology

Unit III: Design – Visual - Pricing

Retail Store Design & Visual merchandising – In store fixtures – Display – Space Management – Promoting the merchandise Retail pricing – Pricing Policies – mark up pricing – Pricing Strategy

Unit IV: Quality & Inventory

Retail Selling – Qualities required for Sales personnel – Role of Retail Sales personnel – Selling price. Retail operations – Store Administration & Management of premises-Managing Inventory – Display – Receipts-Customer Service – Promotions and Events

Unit V: Performance & Productivity

Measuring performance – Income statement – measuring retail store & space performance – measuring employee productivity

References:

1. Swapna Pradhan 2007 TMH – Retail Management
2. A.Mustaffa, Retail Management – 2011
3. Banumathi & Jayalakshmi, Retail Marketing – 2010
4. D.P.Sharma, E-Retailing: Principles and Practice – 2010
5. Sheikh and Fatima, Retail Management – 2011

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	SUPPLY CHAIN MANAGEMENT	5 hrs week
14MBAEM42		4 Credits

Objectives:

This course aims to understand the latest competitive concept of SCM in the emerging scenario of integrated marketing management.

Unit I: Logistic & SCM

Logistics – Introduction – Evolution – Importance – Strategic logistics planning - SCM – What & Why? Key issues in SCM – Components

Unit II: Warehousing & Transportation

Ware housing – Concept – Types – Functions – Operations - Transportation – Modes – Selection – 3 PL - Trade off

Unit III: Strategic Management

Strategic decisions in SCM – Value chain – Quality – Delivery – Flexibility – Cost – Location – Production – Inventory – Transportation Outsourcing – Procurement – Supply Contracts

Unit IV: Integration of SCM

Supply chain integration – Push – Pull – Push/Pull system - Agile Supply chain - Reverse supply chain – Issues

Unit V: IT in SCM

Information Technology in SCM – EDI – ERP – Intranet / Extranet / Internet – Bar Coding – Smart cards – RFID – GPS Bull Whip effect

References:

1. D K Agrawal Macmillan India 2003 -Text book of logistics & SCM.
2. David simchi – Levi, Philip kaminsky – Edith simchi -TMH 2004 - Managing the supply chain
3. S.K.Bhat, Logistics and Supply Chain Management – 2010
4. Naran and Monisha, Operations and Supply Chain Management – 2011
5. K.K.Kanna, Physical Distribution Management – 2011

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	5 hrs week
14MBAEH41		4 Credits

Objective:

This course aims to understand a total scenario of HR situation and its trend handle through effective process of IR, bargaining and negotiation.

UNIT I: Industrial Relations

Concepts – Importance – Industrial Relations problems in the Public Sector – Growth of Trade Unions – Codes of conduct.

UNIT II: Industrial Conflicts

Disputes – Impact – Causes – Strikes – Prevention – Industrial Peace – Government Machinery – Conciliation – Arbitration – Adjudication.

UNIT III: Labour Welfare

Concept – Objectives – Scope – Need – Voluntary Welfare Measures – Statutory Welfare Measures – Labour – Welfare Funds – Education and Training Schemes.

UNIT IV: Industrial Safety

Causes of Accidents – Prevention – Safety Provisions – Industrial Health and Hygiene – Importance – Problems – Occupational Hazards – Diseases – Psychological problems – Counseling – Statutory Provisions.

UNIT V: Welfare of Special Categories of Labour

Child Labour – Female Labour – Contract Labour – Construction Labour – Agricultural Labour – Disabled – Welfare of knowledge workers - Social Assistance – Social Security – Implications.

References:

1. Mamoria C.B. and Sathish Mamoria, 'Dynamics of Industrial Relations', Himalaya Publishing House, New Delhi, 1998.
2. C.S.Venkata Ratnam, 'Globalization and Labour Management Relations', Response Books, 2001)
3. P.Subba Rao, Industrial Relations – 2011
4. A.M.Sharma, Industrial Relations: Conceptual and Legal Frame Work – 2013
5. Memoria, Dynamics of Industrial Relations – 2013
6. Kubendran, Industrial Relation and Labour Laws – 2011

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester –4	ORGANIZATIONAL DEVELOPMENT	5 hrs week
14MBAEH42		4 Credits

Objectives:

Its aims to understand the different OD models OD interventions & importance of quality of work life in the organization

Unit I: Introduction

Introduction, Concept – Nature & origin, Meaning & Definition, Characteristics, Objectives and Assumptions in OD.

Unit II: Organization Change and Design

Organization Change – meaning – types and forms of organization change, Change Agent –skills of Change Agent. Organization Design.

Unit III: Modern Interventions & Career Planning

Interventions. Difference between Traditional & Modern Interventions, Classification of Interventions – Individuals, Teams, Inter groups and Total organization. Interventions for individuals – Career Planning and T group.

Unit IV: MBO & Inter Group Relations

Interventions for Teams – MBO, Force Field analysis (Kurt Lewins model), Quality circle. Interventions for Inter group relations – Third Party peacemaking, Survey Feedback.

Unit V: Organization Interventions

Interventions for Total organization – Total Quality Management. Consultant – Client relationship, Reasons for failure in OD. Performance & Performance gap - OD interventions to bridge the gap.

References:

1. Wendell L.French and Cecil Bell- 2006- T.M H- Organization Development
2. Thomas G. cummis- 2001- Thomson south western- Organisational development and change
3. S. Ramnarayan, TV.Rao and Kuldeep singh 1998- response book – Organizational development
4. Arun Shekri, Organizational Theory Structure and Design – 2014
5. Ramakanta Patra, Strategic HRM and Organizational Development – 2011

MBA II Year	Elective – Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 14MBAEF41	WORKING CAPITAL MANAGEMENT	5 hrs week 4 Credits

Objectives:

It aims to understand the concept of working capital inventory management, cash flow management for the effective functioning of finance department.

Unit I: Introduction

Meaning of working capital – Gross working capital and Net working capital – Approaches to financing of working capital – Working capital cycle – Determinants of working capital

Unit II: Assessment of Working Capital

Assessment and planning of working capital requirement by a firm – Financing of working capital – long term and short term sources – commercial papers

Unit III: Cash Flow Management

Cash and receivables management – Motives of holding cash – Cash budgets – Cash management techniques – Baumol model and Miller and Orr model – Credit policy – Credit analysis – Ageing analysis

Unit IV: Inventory Management

Inventory management – Risk – Return trade off in holding inventory – Inventory control through fixation of inventory levels, ABC analysis and JIT

Unit V: Norms for Working Capital

Chore Committee, Tandon Committee and Kannan Committee norms for working capital – Procedures followed by commercial banks to finance working capital.

References:

1. Khan & Jain, 2nd Ed, TMH, Financial Management
2. Prasanna Chandra, 6th Ed, TMH, Financial Management
3. P.Periyasamy, Working Capital Management – 2013
4. Khan and Goyal, Capital and Money Market – 2011
5. D.Sharma, Working Capital Management – 2010

MBA II Year	Elective – Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	CORPORATE TAX PLANNING	5 hrs week
14MBAEF42		4 Credits

Objectives:

It aims to understand the concept of Tax law and practice, for individual income and company tax and direct and indirect tax for the effective functioning of finance department.

Unit – I Direct Tax Laws:

A comprehensive study of the Income-tax act, 1961, Wealth-tax act, case laws governing capital and revenue expenditure, deemed income, residence concept. Special Problems Centering on the concept of assesses, registered Firm, Hindu Undivided family, Companies, Association of persons and trust, minors, Cooperatives, non-resident Indians and avoidance of double taxation.

Unit – II Heads of Income:

Salaries, perquisites, gratuity and retirement benefits, income from house property, capital gains, income from other sources, Income from business and profession, problems arising from aggregation of income and set off and carry forward of losses. Computation of income and Return of Income Tax, Filing procedure.

Unit – III Tax Management:

Filing of Returns and Assessments, Penalties and Prosecutions, Appeals and Revisions, Advance Tax, TDS, Advance Rulings, Avoidance of Double Taxation Agreements.

Unit – IV Indirect Tax:

Indirect Tax Laws, administration and relevant procedures. The central Excise including Central Value Added Tax (CENVAT); The Central Sales Tax Act, 1956 (74 of 1956); The Customs Act, 1962 (52 of 1962); and Excise audit.

Unit – V Taxation of Companies:

Special Provisions in Computation of Profits from Business, Deductions from Gross Total Income, Amalgamations of Companies and fiscal Incentives, Minimum Alternate Tax on Companies, Special Provisions relating to Tax on Distributed Profits of Domestic Companies.

References:

1. Vinod K. Singhania, students guide to income tax, Taxman's New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.
4. P.K.Sinha, Corporate Tax Planning – 2014
5. D.Chennappa, International Commerce and Business – 2010
6. Senthil, Business Taxation, 2010

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 14MBAES41	EMERGING TRENDS IN INFORMATION TECHNOLOGY	5 hrs week 4 Credits

Objectives:

This course aims to understand the latest emerging trends & concepts in Information Technology and its application in the decision making process.

Unit I:

Open system concepts including Client / Server PC & workstations
Multimedia concepts, Applications, Multimedia PC & workstations
CAD and workstations – concepts and trends

Unit II:

Latest trends in Micros – PC and Macs – global and Indian scenario
Latest trends in networking and communications
Unit III Object orientation – concepts and models
Graphical user interfaces – MS windows, X windows Motif
Case tools – Latest trends

Unit III:

Relational databases – latest trends: object
Oriented databases, oracle 7.0 Sybase, ingress
Desk top publishing – Concepts & latest trends glimpses of PageMaker, Ventura

Unit IV:

Artificial Intelligence & Expert Systems
Peripherals – disk drives, CD, DAT, terminals etc.

Reference:

Articles from Computers Today, Data Quest, PC Quest & In House Magazines of HCL, HP, DEIL, ICIM.

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 14MBAES42	BUSINESS APPLICATION SOFTWARE	5 hrs week 4 Credits

Objectives:

This course aims to understand the management of software and other business oriented packages to apply in decision making business process.

Unit I: Structured System Analysis:

Data Flow diagrams, Data dictionary, Transform description, Decision Tables, Decision trees, Structured English / Tight English – Pseudo Code, Defining Content of data store, Normalization and entity relationship diagrams. System specification

Unit II: Structures System Design:

Performance Considerations, Control Considerations, Change – ability considerations, Design Methodology, Structure Charts, Module coupling, Module Cohesion, Scope of effect scope of control
Other design consideration

Unit III: Structure Implementation

Packaging, Tradional Implementation, Unit, String, Sub – System testing, system Integration Incremental Implementation – Top-down Bottom – up and sandwich, Structured Programming:

Unit IV: Structured programming concepts

Michael Jackson Methodologies, Action Diagrams

Unit V: Components of Case Tool

Integrating tools of case, Comparison of popular Case tools, Benefits and weaknesses of case

Hands on experience on Turbo Analyst, Management aspects of system development Hardware/software selection and Acquisition policies

References:

- 1) Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
- 2) Sudalaimuthu, Anthony raj, Computer Application in Business, Himalaya Publishing House, 2009
- 3) George, SPSS for windows, step by step14.0, Pearson,2009,Whigham, Business Data Analysis Using Excel, Oxford,2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 14MBAV41	MANAGEMENT INFORMATION SYSTEMS	4 hrs week 2 Credits

Objectives:

This course aims to help the student to recognize, specify and communicate effectively to data processing personnel above information system problem participate usefully as a member of a system's project team. Anticipate and interpret new developments in information technology and fit into an overall information system framework

Unit I: Information and Decision Making

Basic types of Information systems-Decision Making & MIS-MIS as a technique for making Programmed Decision

Unit II: The Value added by Information System

Adding value to processes-Adding value to products-Adding value by enhancing the ability to change-Adding value to Managers-Adding value to problem solving & Decision making

Unit III: Enterprise MIS Planning

Challenges to the Development of MIS from within the system, outside the system and from Nature of the enterprise system-MIS Steering committee-Top – down Vs Bottom – up planning, critical factor planning-Enterprise analysis, Evolutionary planning & Strategic planning method.

Unit IV: Conception System Design

Setting System Objectives-Establish System constraints-Determine Information needs and sources-Develop alternatives conceptual design

Unit V: Implementation, Evaluation & Maintenance of MIS

Case Methodology & tools-Plan the implementation-Evaluation MIS-Control and Maintain system

References:

- 1) Robert G. Murdick, Jocl. E. Ross.James R. Claggett -3rd Edition PHI publications- Information System for Modern Management
- 2) Kroenke & Hatch. 3rd Edition Mc.Graw Hill Publications- Management Information System
- 3) P.Mohan, Management Information System – 2012
- 4) Kamat and Zaveri, Management Information System – 2011
- 5) D.Sharma, Information Technology for Business – 2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	SKILLS LAB - IV	2 hrs week
14MBAV42		1 Credit

Objectives:

This course aims to understand the basics of the art of attending, managing and Presenting himself / herself to overcome and succeed in the interview process.

Unit I:

For road Map to Career, place a foundation to understand the environment through the parents, preachers and friends. Based on the foundation, the bricks and cementing that is school / UG / PG education to achieve their articulated ambition.

Unit II:

Based on the foundation and ambition , with the clear direction of mind they have to opt right courses in schooling/UG/PG if necessary to meet the requirement of career plan. The career should synchronize with their ambition.

Unit III:

Based on the action plan to achieve the ambition, the education, career and the initiative and efforts have to be integrated.

Unit IV:

Preparation of Application / Bio-date / Resume/ Curriculum vitae with the apt covering letter to suit the requirement of the prospective employer.

Unit V:

Dress code, Mock interview and presentation to crack the interview. Education – career planning – and other requisite steps to achieve the life - time ambition. Success stories of professional/ entrepreneur achievements to motivate the future professionals.

References:

1. D.K.Tripati, Team Building and Leadership – 2011
2. M.S.Beg, Introduction to creative Writing – 2013
3. M.N.Rudra Basava Raj, Executive Development in India and Abroad – 2011

M.Sc(CS & IT)

Academic Year-2014-2015

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	OPERATING SYSTEM	5 hrs week
14MCSC11		Credits: 4

OBJECTIVES:

- To help the students to understand the concepts of operating system and its functionalities.
- To foster their knowledge about File systems & process synchronization.

UNIT I

Abstract Views of OS – Goals – Operation - Classes of Operating System – Batch Processing Systems – Multiprogramming System – Time Sharing Systems – Real Time Operating System – Distributed Operating System – Modern Operating System.

UNIT II

Processes & Threads: Processes & Programs - Programmer View – OS View – Threads – Case Studies – Interacting Process –Advanced programmer view. **Scheduling:** Preliminary – non-Preemptive scheduling Policies – Preemptive Scheduling Policies – Scheduling in Practice – Real time Scheduling.

UNIT III

Memory Management: Managing the Memory Hierarchy – Static & dynamic memory allocation – Memory allocation in Processes – Reuse of memory – Contiguous & non contiguous memory allocation – Paging – Segmentation – Segmentation with paging. **Virtual memory:** basics – Demand Paging – Page Replacement Policies – Memory allocation to a process – Shared Pages – Memory mapped files.

UNIT IV

File Systems- File systems and IOCS – File and File operations – Fundamental File Organizations – Directory Structures – File Protection – Allocation of disk Space – Virtual file System. **Security and Protection:** Overview of Security and protection – Goals of Security and Protection – Security attacks – Formal and Practical aspects of Security – Encryption – Authentication and Password Security.

UNIT V

Process Synchronization – Data access Synchronization & control Synchronization – Critical sections –Implementation critical Sections & indivisible operation – classic process Synchronization problems – Structure of concurrent Systems - semaphores – conditional critical regions – monitors. **Message passing:** Overview – implementation – mail boxes. **Deadlocks:** Deadlocks in resource allocation – handling Deadlocks – detection and resolution –prevention –avoidance.

References:

1. D.M. Dhamdhare, 2006 Operating System A Concept based approach , II Ed, TMH Publishing Company, New Delhi,
2. William Stallings 2008 Operating Systems, Internals and Design Principles, PH.
3. Pramod Chandra, P.Bhatt, 2007 PHI An introduction to operating systems, concepts and practice.

MSC (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – I	OBJECT ORIENTED	5 hrs week
14MCSC12	PROGRAMMING WITH C++	Credits: 4

OBJECTIVES:

- To understand the basic concepts of OOP.
- To learn the concepts of C++ programming.

UNIT I

Principles of Object Oriented Programming (OOP) -OOP Paradigm -Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Application of C++ - Structures in C++ - Tokens – Keywords - Identifiers & Constants –Basic Data Types- Expressions – Control Structures.

UNIT II

Functions in C++: Function prototyping – call by Reference – Return by Reference – Inline Functions – Function Overloading – Friend Function – Specifying a Class – Defining Member Function – Private Member Function – Arrays within a class – Static Member Function – Objects as Function arguments – Returning Objects.

UNIT III

Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading – Destructors- Operator Overloading – Defining – unary – Binary –Manipulation of Strings using Operators – Rules for overloading operators – Type Conversions.

UNIT IV

Inheritance: Single Inheritance -Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance- Abstract Classes, Pointers, Virtual Functions and Polymorphism.

UNIT V

Managing Console I/O operations, Working with files: classes for file stream operations - Opening and Closing a file - End-of-file detection –More about Open():File modes - File pointers -Updating a file -Error handling during file operations - Command line arguments, Exception Handling: Basics – Exception Handling mechanism – Throwing – catching – Rethrowing.

References:

1. E. Balagurusamy, 2002 Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi,.
2. Herbert Schildt 2003, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition New Delhi.
3. Al.Stevens, 2003 C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd,.
4. Sutter, Herb, Alexandrescu, Andrei, 2004 C++ coding Standards, 2nd Edition, Addison Wesley Ltd.

M.Sc (CS & IT) I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	WIRELESS COMMUNICATION & NETWORKS	5 hrs week
14MCSC13		Credits: 4

OBJECTIVES:

- To help the students to acquire knowledge of wireless communication.
- To enable them to understand the concepts of satellite and mobile communication.

UNIT I

Wireless comes of Age- cellular revolution- global cellular network- broad band- future trends- trouble with wireless- internet & web resources. **Transmission fundamentals:** Signals for conveying information- analog & digital data transmission- channel capacity- transmission media- multiplexing. **Communication networks:** LANs, MANs, WANs- switching techniques- circuit switching- packet switching- asynchronous transfer mode.

UNIT II

Antennas and propagation: Antennas- propagation modes- line of sight transmission- fading in the mobile environment- signal encoding techniques- signal encoding criteria- digital data, analog signal, analog data, analog signal- analog data, digital signals- **spread spectrum:** concept of spread spectrum- frequency hopping spread spectrum- direct sequence spread spectrum- code division multiple access- generation of spreading sequences.

UNIT III

Satellite communication: Satellite parameters and configuration- capacity allocation- frequency division- capacity allocation – time division- recommended reading and web sites- key terms, review questions and problems- **Cellular wireless networks:** Principles of cellular network- I generation analog- II generation TDMA- II generation CDMA- III generation system- cordless system- wireless local loop.

UNIT IV

Mobile IP and wireless access protocol: Mobile IP- wireless application protocol – wireless LAN technology – infrared LANs - spread spectrum LANs – narrow band micro wave LANs.

UNIT V

Wi-Fi & IEEE 802.11 wireless LANs standards:- IEEE 802 protocol architecture – IEEE 802.11 architecture & services- IEEE 802.11 medium access control- IEEE 802.11 physical layer- blue tooth and IEEE 802.14 – radio specification- base band specification- link manager protocol- logical link control & adaptation protocol- IEEE 802.14

References:

1. William Stallings, 2008, Wireless communication & networks, prentice hall of India,.
2. William Lee, 2006, Wireless and Cellular telecommunication- McGraw Hill, New Delhi.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	DATA STRUCTURES	5 hrs week
14MCSC14		Credits: 4

OBJECTIVES:

- To know the concepts of Data structures.
- To understand the concepts of trees, graphs.

UNIT I

Introduction: Definition- Concept of Data Structure- Overview Implementation- Arrays- One dimensional Array- Multidimensional Array- Pointer array- Linked List: Single Linked List- Double Linked list.

UNIT II

Stack: Definition- Representation-Creation, Insertion, Deletion– Applications- Queues: Definition- Representation- Various queue structures- Creation, Insertion, Deletion- Applications-Recursion-Towers of Hanoi.

UNIT III

Trees: Definition-Binary Trees-Representation-Binary Tree Traversal-Binary Search Tree- Searching, Inserting, Deleting in Binary Search Tree.
Graphs: Introduction-Definition and terminology-Graph Representation-Traversals, Connected Components & Spanning Trees-Shortest Path.

UNIT IV

Divide and conquer: General Method- Binary search- Finding the maximum and minimum-merge sort- quick sort- selection- strassen's Matrix Multiplication.

UNIT V

Greedy Method: General Method- optimal storage on tapes- Knapsack problem job sequencing with deadlines –optimal merge patterns- minimum spanning trees- single source shortest paths

References:

1. Classic Data Structures, D.Samantha, PHI, 2008
2. Fundamentals of Data structures, Elis Horowitz, sartaj sahni, Galgotia publications.2005.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – I	C++ & DATA STRUCTURES LAB	5 hrs week
14MCSL11		Credits: 4

OBJECTIVES:

- To acquire knowledge on object concepts.
- To develop programming skills in C++ language.
- To know the concepts & implementation of Data structures.

List of Programs:

1. Programs to illustrate in power in using default arguments.
2. Swapping of two values using functions.
3. Maximum of two numbers using function.
4. Program to evaluate Sin Series.
5. Program to illustrate Inline function.
6. Program to illustrate Copy Constructor.
7. Program to illustrate operator overloading.
8. Program to implement Polymorphism and virtual function.
9. Program to implement Type conversion.
10. Program to implement I/O manipulators.
11. Program to manipulate Text files.
12. Program to merge two files.
13. Program to implement Arrays.
14. Program to implement Pointers.
14. Program to implement linear search.
16. Program to implement Binary Search.
17. Program to insert an element into Stack using pointers.
18. Program to delete an element from Stack using pointers.
19. Program to insert an element into Queue using pointers.
20. Program to delete an element from Queue using pointers.
21. Program to insert a node into linked list.
22. Program to delete a node from linked list.
23. Program to search an element in a linked list.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – I 14MCSL12	MULTIMEDIA LAB	5 hrs week Credits: 4

OBJECTIVES:

- To make the students to understand the logic of Multimedia.
- To help them understand the implementation of Multimedia Techniques.
- To enrich their knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II 14MCSC21	STRUCTURED SYSTEM ANALYSIS AND DESIGN	5 hrs week Credits: 4

OBJECTIVES:

- To know the concepts of structured design.
- To understand the concepts of system analysis and design.

UNIT I

System concepts: Basic concepts - Elements - system models- types of systems - Basic System principles. **SDLC:** System Development Process - CMM - SDLC. **System Development Process Models:** Project & Process Management- Linear sequential model - prototyping model – spiral model. **SAD:** Scope - Responsibilities of a systems analyst.

UNIT II

MIS: Information as on organizational Resource- Information resource Management- Functions- Levels of management – MIS – subsystems. **MIS Planning:** General Business planning:- planning Hierarchy- Information systems planning – content - (BSP) - project management - project management tools.

UNIT III

Project Initiation: Preliminary investigation- project identification and selection- project commencement.**SAD methods:** Business process Reengineering- systems Design methods. **Information Gathering Techniques:** Need - Determination of Requirements – Need for Documenting - Modern methods.

UNIT IV

Logical & physical design concepts: System Design - characteristics- – Application Architecture. **Output Design:** Types of output – formats of outputs – designing printed output- designing visual display output. **Input Design:** Objectives - capturing data - Methods – Input validation.

UNIT V

Quality assurance procedure, testing strategies & validations: Quality assurance- levels - system testing – test plan – types of system tests. **System Implementation:** System conversion - procedures & documents - file/database conversion. **System operation & maintenance:** System operation & support - system maintenance.

References:

1. Structured system Analysis and Design, ISRS group, TATA mc graw hill, 2007.
2. System analysis and design, awad, galgotia publishers, 2006.

M.Sc (CS&IT) I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II	JAVA PROGRAMMING	5 hrs week
14MCSC22		Credits: 4

OBJECTIVES:

- To help the students to explore the programming knowledge in language used in internet.
- To assist them to understand the concepts like OOP, Multithread, Packages, Exceptions in Java.
- To make them familiar with the features of web designing using Applets.

UNIT I

The Genesis of Java: Java - Lineage - creation - important - Java's magic – Java Buzzwords – The continuing Revolution. An overview of Java: Object oriented programming – simple program – if statement – For loop – Using blocks of code – lexical issues – java class libraries – data types – variables – arrays.

UNIT II

Operators – selection, iteration , jump statements – Class – declaring objects – assigning object reference variables –methods – constructors – this keyword – Garbage collection - overloading methods – Using object as parameters – Argument passing – returning objects – recursion - nested and inner classes – string class – command line arguments.

UNIT III

Inheritance – using super – multilevel hierarchy- when constructors are called – method overriding – dynamic method dispatch – using abstract classes – using final with inheritance – object class – packages – Access protection – importing packages – interfaces.

UNIT IV

Exception handling fundamentals – exception types – uncaught exceptions – using try & catch – multiple try - nested try statements – throw – throws – finally – built in exceptions – creating own subclasses – using exceptions – Multithread programming: thread Model- Main thread – creation– Multiple thread – Alive & join – suspending, resuming, stopping threads.

UNIT V

String handling: constructors –length – special string operations – character extraction – comparison – searching– modifying– string buffer –Input / output: java i/o classes and interfaces – File – stream classes – byte, character streams –Applet Basics – skeleton – display methods – HTML applet tag-passing parameters to applets.

References:

1. Patrick Naughton, (2006), The Complete reference Java 2, Herbert Schmidt, 5th Edition Tata McGraw Hill, and New Delhi.
2. Balagurusamy, (2002), Object Oriented Programming with Java, Tata McGraw-Hill, New Delhi.
3. Jon Byous, (2005), Java Technology: The Early years, Sun Developer Network.

M.Sc (CS&IT)I Year	CORE	Max Marks 100 Int: 25 Ext:75
Semester – II	ADVANCED RELATIONAL DATABASE MANAGEMENT SYSTEM	5 hrs week
14MCSC23		Credits: 4

OBJECTIVES:

1. To expose the students to the concepts of advanced relational database management system.
2. To enrich their knowledge in database, queries, functions, procedures and packages.

UNIT I

Critical Database Concepts: Sharing Knowledge and success –The Dangers in a Relational Databases – The Basic Parts of Speech in SQL – The Basics of Object – Relational Databases – Introduction to Web –Enabled Databases.(1,2,3,4,5)

UNIT II

SQL and SQL*PLUS: Basic Sql*Plus Reports and Commands – Getting Text information and changing it – Playing the numbers – Dates: Then, Now, and the Difference – Conversion and Transformation functions – Grouping Things Together.(6,7,8,9, 10,11)

UNIT III

One Query Depends Upon Another – Some Complex Possibilities – Building a Report in SQL*PLUS- Changing Data: insert, update, merge, and delete – Advanced use of functions and variables – Decode and Case: if, then, and else in SQL.(12,13,14,14,16,17)

UNIT IV

Creating, Dropping, and Altering Tables and Views – By what Authority –Changing the Oracle Surroundings – Accessing Remote Data – Using Oracle Text for Text Searches.(18,19,20,22,24)

UNIT V

PL/SQL: An Introduction to PL/SQL – Triggers- Procedures, Functions, and Packages (27,28,29)

Reference books:

1. Kevin Loney, George Koch, Oracle Press, Oracle 9ⁱ The Complete Reference, Tata McGraw-Hill Edition,2009
2. Alexis Leon, Mathews Leon, Vijay Nicole, (2006), Essentials of Data base Management systems imprints pvt. Ltd.,
3. Abraham Silberschatz, Henry F. Korth, S.Sudarshan, (2006), Database system concepts- Fifth edition- “TMH,

M.Sc (CS&IT) First Year	ELECTIVE	Max Marks 100 Int: 25 Ext:75
Semester – II	CRYPTOGRAPHY	5 hrs week
14MCSE21		Credits: 5

OBJECTIVES:

- To acquire students with the knowledge of Information Security.
- To expose them to the cryptography and security in complex software systems.
- To understand the various issues involved in computer based symmetric key cryptography.

UNIT I

Attacks on Computers and Computer Security: Need for Security – Security Approaches – Principles of Security – Types of Attacks – Cryptography Concepts and Techniques: Plain Text and Cipher Text – Substitution Techniques – Transposition Techniques.

UNIT II

Encryption and Decryption – Symmetric and Asymmetric Key Cryptography – Steganography – Key Range and Key Size – Possible Types of Attacks – Symmetric Key Algorithms and AES: Algorithm Types and Modes – An overview of Symmetric Key Cryptography.

UNIT III

Data Encryption Standards (DES) – International Data Encryption Algorithm (IDEA) – RC4 - RC5 – Blow fish – Advanced Encryption Standard(AES). Asymmetric Key Algorithms, Digital Signatures and RSA : Brief History of Asymmetric Key Cryptography – An overview of Asymmetric Key Cryptography.

UNIT IV

RSA Algorithm – Symmetric and Asymmetric Key Cryptography Together – Digital Signatures – Knapsack Algorithm – Internet Security Protocols: Basic Concepts – Secure Socket Layer(SSL) – Transport Layer Security(TLS)-Secure Hyper Text Transfer Protocol(SHTTP) – Time Stamping Protocol(TSP).

UNIT V

User Authentication and Kerberos: Authentication Basics – Passwords – Authentication Tokens- Certificate based Authentication – Biometric Authentication –Kerberos- Key Distribution Center(KDC).

Reference books:

1. Atul Kahate, 2008, Cryptography and Network Security, Tata McGrawHill .
2. William Stallings, 2013, Cryptography and Network Security Principles and Practice, Pearson Education Limited.
3. Atul Kahate, 2013. Cryptography And Network Security, Tata McGraw Hill Publishing Co,
4. Jaydip Sen, 2012, Applied Cryptography and Network Security, In Tech.
5. Behrouz A. Forouzan, 2008, Cryptography and Network Security, Tata McGrawHill.

M.Sc (CS & IT) I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – II	Computer Graphics	5 hrs week
14MCSE22		Credits: 5

OBJECTIVES:

- To acquire knowledge of computer graphics.
- To understand the concepts of multimedia.

UNIT I

Computer graphic applications - Graphic devices: display systems- hardware components.
GUI: types - Designing a GUI – creating GUI.

UNIT II

Scan conversion: line drawing algorithms- DDA algorithm- Bresenham’s Line drawing, General, circle generation algorithms - polygon filling. Attributes of output primitives: Line Attributes: Line color, Line width, Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

UNIT III

Windows and clipping: windows & viewports- window to viewport mapping- clipping- Sutherland Cohen subdivision line clipping algorithm- midpoint subdivision algorithm.

UNIT IV

2-D Transformations: Representations of Points in matrix form- Representation of 2D points - transformation of points –transformation between coordinate systems- translation and homogenous coordinates- translation- 2D_ Rotation- Reflection- scaling- shearing.

UNIT V

3D Transformations: Representation of points- representation of 3D object in Matrix form-3D translation- 3D rotation- 3D Reflection- 3D scaling- 3D shearing. 3D perspective geometry:
3D viewing: Terms related to projection- Orthographic projection- Axonometric projection- Oblique projection.

References:

1. Computer Graphics, ISRD group, the MC Graw hill, 2006.
2. Computer graphics, multimedia and animation, Malay k.pakhira, PHI, 2008.
3. Computer graphics, Donald Hearn, Pauline baker, PHI, 2007

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – II	CLIENT SERVER LAB	5 hrs week
14MCSL21		Credits: 4

OBJECTIVES:

- To help the students to acquire knowledge on client server concepts.
- To develop their programming skills in PL/SQL.

List of Programs:

PL/SQL

1. Program using conditional control, iterative controls and sequential controls.
2. Programs using exception handling.
3. Programs using explicit cursors and implicit cursors.
4. Programs using PL/SWL tables and record.
5. Programs using database triggers.
6. Programs to design procedures using in, out, in out parameter.
7. Program to design procedures using functions.
8. Program to design procedures using packages.

FORMS & REPORT WRITER:

1. Inventory control.
2. Banking
3. students mark list
4. Library maintenance.
5. Payroll
6. Invoice
7. Railway Reservation
8. College admission.

M.Sc (CS&IT) First Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – II	JAVA PROGRAMMING LAB	5 hrs week
14MCSL22		Credits: 4

OBJECTIVES:

- To enrich the understanding of students about OOPS Concepts.
- To develop their programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading.
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks.
6. Implement multiple inheritance of payroll processing.
7. Package illustration.
8. To illustrate built-in exceptions (any four).
9. To illustrate user defined exceptions (at least four).
10. To create multiple threads
 - a. Using thread class.
 - b. Using Run able interface.
11. String manipulation using string methods.
12. File – byte stream.
13. File – Character stream.
14. Applet – Graphical methods.
15. Applet – Threads.

M.Sc (CS & IT) IIYear	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – III	MOBILE COMPUTING	5 hrs week
14MCSC31		Credits: 5

OBJECTIVES:

- To help the students to acquire knowledge of mobile computing.
- To enable them to understand concepts of GSM & GPRS.
- To make them become familiar with WAP.

UNIT I

Mobility of Bits and Bytes – Wireless – Mobile computing – Dialogue Control – Networks – Middle Ware & Gate ways – Applications & Services - Developing mobile computing applications – security in mobile computing – standards – why it is necessary – Standard bodies – players in the wireless space. **Mobile Computing Architecture:** Three-tier Architecture – Design Consideration – mobile computing through Internet.

UNIT II

Mobile computing through telephony – Evolution – multiple access procedures – mobile computing through telephone – developing an IVR application – Voice XML – Telephony application programming interface. **Emerging technologies:** Bluetooth – radio frequency identification – Wireless broadband – mobile IP – Internet Protocol version 6 – Java Card

UNIT III

Global system for mobile communications – GSM Architecture – GSM Entities – Call routing in GSM – PLMN allocation – authentication and security. SMS , short message service, value added services through sms..**General Packet Radio Service:** GPRS & Packet data Networks – GPRS Network Architecture – Operations – Data Servicing GPRS – Application – Limitation– Billing & Charging in GPRS

UNIT IV

Wireless Application Protocol - WAP-MMS-GPRS applications. **CDMA & 3G:** Spread spectrum technology – Is95- CDMA versus GSM- wireless Data – third generation networks – applications on 3G

UNIT V

Wireless LAN: Advantages- IEEE 802.11 standards – Architecture – mobility in wireless LAN- deploying wireless, LAN- mobile adhoc networks & sensor networks - security – WiFi versus 3G Internet. **Internet:** Fundamentals of call processing, Intelligence in the networks – SS#7 signaling – IN conceptual model- soft switch- programmable networks.

Reference books:

1. Asoke K talukder, Roopa R yavagal, 2005 Mobile computing, Technology applications and service creation, TMH publishing company New Delhi.

M.Sc (CS&IT) Second Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	ADVANCED VISUAL PROGRAMMING	5 hrs week
14MCSC32		Credits: 4

OBJECTIVES:

- To help the students to understand Visual programming.
- To develop their programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

References:

1. Bill Evjen & Jason Beres, 2002 Visual Basic.Net Programming Bible, Wiley Publishing,
2. Daniel cazzulino, 2005 beginning web programming in VB.Net, 1st Edition, Apress.
3. Matthew MacDonald, 2001 The book of VB.Net, 1st Edition, No Starch Press,.
4. Jessie Liberty Dave Grundgeiger, O'Reilly, 2003 Programming Visual Basic.net, 2nd Edition,
5. Vijaya Mukhi, Deepak N.Ram Chand, Sonal Mukhi, 2004 Visual Basic.Net, Good Luck Publishers,

M.Sc (CS & IT) Second Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – III	Software Project Management	5 hrs week
14MCSE31		Credits: 5

OBJECTIVES:

- To help the students to understand the concepts of Software Project management.
- To enable the student to understand the Software quality.
- To enrich their understanding about Software Project Planning and change management.

UNIT I

Project management – Management spectrum – People – Product – Process – Project – W⁵HH principle – Critical practices – Metrics in the process and project domains – Software measurement – Metrics for Software Quality Integrating metrics within the software process metrics for small organization.

UNIT II

Estimation – Observations on estimation – Project planning – Process – Software scope and feasibility – Resources software project estimation – decomposition techniques – Empirical estimation models – Estimation for object oriented projects – Specialized estimation techniques – Make /Buy decision.

UNIT III

Project scheduling –Defining a task set – Defining a task network – Scheduling – Earned value analysis – Risk management – Software risks – Risk identification – Risk protection – Risk refinement – Risk mitigation, monitoring and management – RMMM plan.

UNIT IV

Quality management – Quality control – Quality Assurance – Cost of Quality – SQA – SQA activities – Software reviews – Formal technical reviews – Formal approaches – Statistical SQA – Software reliability – ISO 9000 Quality standards – SQA plan.

UNIT V

Change management-software configuration management elements-scm Repository-Role-Features and content SCM features-SCM Process-Version control-Change control-configuration audit-status reposting- configuration management for web engineering.

Reference books:

1. Rogers. Pressman, 2005 Software Engineering, A Practitioner’s Approach, McGraw Hill International Book Company Edition.
2. Richard Fairly, 1997 Software Engineering Concepts, Tata McGraw Hill Edition.
3. Shoo man, 2001 Software Engineering and its Principles, McGraw Hill International Book Company, 5th Edition.
4. Ghezzi, 2000 Fundamentals of Software Engineering, 2nd Edition, Pearson Education.
5. Waman S.Jawadekar. 2004 Software Engineering: Principles & Practice McGraw Hill.

M.Sc (CS&IT) Second Year	ELECTIVE	Max Marks 100 Int: 25 Ext:75
Semester – III	Data Mining	5 hrs week
14MCSE32		Credits: 5

Objectives:

1. To acquire knowledge about data mining.
2. To understand process and future of data mining.

UNIT I

Introduction: Data mining process - Data mining applications – Data mining techniques – Data mining case studies - future of data mining – Guidelines for successful data mining - data mining software- Case study Data mining techniques for optimizing inventories for electronic commerce.

UNIT II

Association Rules mining: Basics – Task and Naïve Algorithm – Apriori ALgorithm – Improving the Efficiency of the Apriori ALgorithm –Direct Hashing and Pruning(DHP)– Dynamic Itemset Counting(DIC)- Mining Frequent Patterns without candidate generations(FP –growth)-Performance Evaluation of Algorithms-Software for Association Rule Mining- Case Study Mining Customer Value: From Association Rules to Direct Marketing.

UNIT III

Classification: Decision Tree – Building a Decision Tree – The Tree Induction Algorithm – Split Algorithm based on Information Theory - Split Algorithm based on the Gini Index – Overfitting and Pruning- Decision Tree Rules-Decision Tree Summary – Naïve Bayes Method- Estimating predictive Accuracy of Classification methods- Improving Accuracy of Classification of Classification methods – other evaluation criteria for classification methods- Classification Software.

UNIT IV

Cluster Analysis: Desired features of Cluster Analysis – Types of Data – Computing Distance – Types of Cluster Analysis Methods- Partitional methods – Hierarchical methods – Density based methods- dealing with large databases – Quality and validity of cluster analysis methods - cluster Analysis software.

UNIT V

Web Data Mining: Web Terminology and characteristics– Locality and Hierarchy in the Web – Web Content Mining – Web Usage Mining – Web Structure Mining – Web Mining Software – Case study Lessons and Challenges from Mining Retail E- Commerce Data .

Text book:

1. G.K Gupta, Introduction to Data Mining with Case Studies, 2nd Edition ,PHI, 2011.

Reference books:

1. David Hand, Heikki Mannila, Padhraic Smyth, Principles of Data Mining, PHI, 2008.
2. Jiawei Han, Micheline Kamber, Data Mining Concepts and Techniques, Morgan Kaufmann Publishers, 2006.
3. Gordon S.Linoff, Michael J.A. Berry, Data Mining Techniques, 3rd Edition. Wesley, 2009.

M.Sc (CS&IT) Second Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – III	INTRODUCTION TO INFORMATION TECHNOLOGY	5 hrs week
14MCSN31		Credits: 4

OBJECTIVES:

- To assist the students to understand the usage of computer.
- To enable them to understand the System Architecture.

UNIT I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

UNIT II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

UNIT III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

UNIT IV

Input Devices: Keyboard – Mouse – Trackball – Joystick – Scanners –MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Printer – Plotter.

UNIT V

Software: Application Programs – Operating System: Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages– Compilers & Interpreters.

Reference books:

1. Alexis Leon, Mathews Leon, 2003, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd.
2. Vikas Gupta, 2003 IT Tools and Applications, 1st Edition, DreamTech Press Publication, New Delhi.
3. Pradeep K.Sinha, Pritisinha, 2005 Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, New Delhi.
4. Dennis P.Curtin, Kim Foley, Kunal Sen &Catherine Morin, 1999 Information Technology, The Breaking Wave, 2nd Edn, Tata McGraw-Hill Publishing, New Delhi.

M.Sc (CS&IT) Second Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – III	ADVANCED VISUAL PROGRAMMING LAB	5 hrs week
14MCSL31		Credits: 5

OBJECTIVES:

- To help the students to understand the concepts of Dot Net technologies.
- To develop their programming skills in VB.net

List of Programs:

1. Program using structure and enum
2. Program using classes, methods, properties and read only property
3. Program using constructors, overload constructors and class events
4. Program using exception handling
5. Functions to perform various string operations
6. Program using .net built-in collection classes namely array list, bit array, hash table, queue, sorted list, stack, collection, dictionary base.
7. Program using inheritance, constructors in inheritance.
8. Program using overriding, constructors in inheritance.
9. Program using win Form controls
10. Program using streams and serialization
11. Program using database.

M.Sc (CS&IT) Second Year	CORE	Max Marks 100 Int: 40 Ext: 60
Semester – III	Web Designing Lab	5 hrs week
14MCSL32		Credits: 4

OBJECTIVES:

- To enable the students to create their own website in Internet.
- To help them understand the JavaScript programming.
- To enable them to understand the concept of Graphics.

List of Program:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for creates a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continues Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
14. Write a Program for Math Function.

c (CS&IT) Second Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Project & Viva	9 hrs week
14MCSP41		Credits: 14

OBJECTIVES:

- To enable the students to understand the importance of developing Software.
- To enable them to understand the industry standards and procedures.
- To enable the students to learn the latest skills in software development

BSW-SOCIAL WORK

Academic Year-2014-2015

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
14BSWL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehl;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wpf;F top -Rujh
- 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfh;il fypahzRe;juk;
- 7) xU fe;jy; Jzpad; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpjifSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fh;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -,d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 14) tpgj;J -K. KUNf\;
- 14) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3, yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpijapy; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpio ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpioaw;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;

- 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW I Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –I	Prose, Poetry, Short Stories, Grammar and Composition-I	6 hrs week
Code:14BSWL12		Credit: 3

Objectives:

- 1) To expose students to functional aspects of English language.
- 2) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 3) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -William words worth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

1. Astrologers Day
2. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing ,Letter writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications,

BSW I Year	Core	Max Marks 100
		Int: 25Ext:75
Semester – I	Introduction to Professional Social Work	5 hrs week
Code:14BSWC11		Credit:4

OBJECTIVES

- To help the students understand the concept and the historical evolution of social work.
- To develop their understanding about professional social work.
- To enable them to understand the status of social work education in India.

Unit-I

Social Work- Meaning, Definition, Objectives, Functions, Principles, Values and Professional Ethics. Voluntary Social work, Radical Social Work and Constructive Social Work.

Unit-II

Historical Development of Social work - UK, USA and in India. Social Work Approaches – Charity approach, Welfare approach, Right based approach.

Unit-III

Introduction to Methods of Social work -Social Case Work, Social Group Work, Community Organization, Social Welfare Administration, Social Work Research, Social Action.

Unit-IV

Introduction to Fields of social work- meaning and concept. Scope of Social Work in different fields- family, community, medical, educational, Correctional and industry.

Unit-V

Social work education in India-Nature and Status of Social Work training institutions in India. Structure and functions of IASW, NASW, ASSWI.

REFERENCES

1. Gautam.PR, 2011, Centurmpress Social Work and Social Development ,
2. P.D.Misra, Beena Misra, (2010), Social Work Profesion in India, New Royal Books & Co.
3. Krishnakanth Sing (2011) An Introduction to Social Work, ABD Publishers
5. Dr. Sanjay Bhattacharaya (2009), Social Work an Integerasted approach, Deep & Deep Publication.
6. Kumar Jha (2011) An Introduction to Social Work, Anmol ,NewDelhi

BSW I Year	Core	Max Marks 100
Semester –I		Int: 25 Ext: 75
Code:14BSWC12	Introduction to Social Problems	5 hrs week
		Credit: 4

OBJECTIVES

- To expose students to the concept of social problems.
- To help them understand the various social problems.
- To enable them understand the social work interventions in combating the social problems.

UNIT 1

Social Problem: Definition, types, characteristics, causes.

Approaches to Social Problems: Social Pathology, Social Labeling,

Social Deviance, Social Disorganization.

UNIT- II

Poverty: Definition, causes, consequences and Programmes to eradicate poverty.

Unemployment: Definition, causes, Consequences, programmes to eradicate unemployment

Beggary: Definition, types, causes and rehabilitation.

UNIT III

Dowry: Definition, Causes, Consequences and Lorry

Domestic Violence – Definition, Causes, Consequence

Prostitution: Definition and meaning, types, effects.

UNIT IV

Child Abuse: Definition, Concept, types, causes, consequences.

Child marriage, Child Labour: Definition Causes , consequences.

Juvenile Delinquency: Meaning, definition, causes, effect.

UNIT V

Corruption: Definition, cause, Consequence.

Human Trafficking: Definition, cause, Consequence.

Alcohol & Substance Abuse: Definition, causes, types

REFERENCES

1. Madan G.R(1995), Indian Social Problems, Calcutta, Athmaran & Sons.
2. Dr. Sanjay Bhattacharya(2008), Social Work –Psycho-Social and Health Aspects.
3. Ahuja, Ram(1992), Social Problems in India, Jaipur, Rawat publication.
4. Krug G. Etienne et al (2002) ,World report on violence & health, Geneva, WHO.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –I	Sociology For Social Workers	5 hrs week
Code:14BSWA11		Credit: 4

OBJECTIVES

- To help the students understand the concepts of society.
- To facilitate their understanding about the components of society.
- To help them understand the relevance of the knowledge of society for social work practice.

UNIT I

Sociology: Definition, Meaning, Characteristics and Concept ,Definition, Meaning, Characteristics, Types,Society, Community, Social group, Associations, and Institution :

UNIT-II

Social Processes - Meaning, Types -Co-operation, Competition, Conflict, Accommodation, and Assimilation. Concept and meaning of culture, civilization, customs, folkways and mores.

UNIT-III

Social Institutions – Meaning, Primary & Secondary Institution, and Functions.
Socialization – Definition and functions. Agencies of Socialization.

UNIT-IV

Social stratification - concept, and forms. Concept of Caste, Class, and Race. Caste System in India.

UNIT-V

Social Control-, Definition, Concept, agents of Social Control.
Social Change – Definition, concept, process, factors for Social Change.

REFERENCES

1. Shankar Rao (2011) Principles of sociology,
2. Mandal(PD), 2011 Sociology of Social Stratification, Centurmpress,new delhi
3. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –I, ABD Publishers
4. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –II, ABD Publishers

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –I	Self Development	2 hrs week
Code:14BSWN11		Credit: 2

OBJECTIVES

- To help students understand the concept of self and the importance of being aware of it.
- To enable them understand the ways of knowing oneself.
- To develop their skills that would help them to achieve their goals.

UNIT I

Concept of Self, Ideal self, Real Self, Self image, Self esteem.

UNIT II

Self awareness: JOHARI WINDOW, Importance of feedback - constructive and destructive. Disclosure- factors influencing disclosure, Self assessment.

UNIT III

Personality: Concept, types, factors influencing personality, personality change, measurement-

Application of Rajan 12 PTI

UNIT IV

Self development: Skills development- Empathy, Communication, Coping with stress and emotion, Problem solving.

UNIT V

Goal setting: concept of goal, importance, types: short term and long term, goal setting process (SMART)

REFERENCES

1. Allan, G. (1996) Kinship and Friendship in Modern Britain, Oxford, Oxford University
2. Betty Farber, (2000) , My Self, My Family, My Friends: 26 Experts Explore Young Children's Self Esteem, Preschool Publication.
3. Graham Allan's (1989) Friendship: Developing a Sociological Perspective, Hemel Hempstead.
4. John G Geier, (2001), Personal Profile System: A Plan to understand Self and Others, Performax Systems International, Carlson Learning Company

Kjyhk; Mz;L ,uz;lhk; gUtk;	-	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
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14BSWL21	fij ,yf;fpaKk; ciueilAk	Neuk; 6 k/th. fpnubl; 3
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நோக்கம்

கதை இலக்கியமும் உரைநடையும்; சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liuj; njhFg;G

rpWfij :

- 1) kp\pd; Afk; - GJikg;gpj;jd;
- 2) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 3) fbjKk; fz;zPUk - fy;fp
- 4) ehw;fhyp - fp. ,uh[ehuhazd;
- 5) gspr;rp - nfh.kh. Nfhjz;lk;
- 6) k[;Dhd; - kPuhd; ikjPd;
- 7) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 8) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 9) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 10) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 1) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 2) Foe;ij uhK - t.uh.
- 3) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 4) ,e;jpa nkhopfspy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;
- 5) tho;thq;F - t.Rg. khzpf;fk;
- 6) ftpijf;fiy - m.r. Qhdrk;ge;jd;
- 7) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
- 8) Gbg;gl vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njh;w;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

- 1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL> kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625 021.
- 2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G
epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;> mk;gj;J}h;> nrd;id – 600 098.

BSW I Year	Part –II English	Max Marks 100 Int: 25 Ext: 75
Semester –II Code:14BSWL22	Prose, Poetry, Short Stories, Grammar and Composition-II	6 hrs week Credit: 3

OBJECTIVES:

- 1) To introduce them to a few classics in English poetry
- 2) To develop their writing skills.
- 3) To give ample practice in grammar.

UNIT: I PROSE

- 1) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

1. Refund-F fitz karinthy
2. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns ,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Case Work & Group Work	5 hrs week
Code:14BSWC21		Credit: 4

OBJECTIVES

- To help the students understand the components of Social Case Work and Group Work.
- To foster their understanding about the process of Social Case Work and Group Work.
- To help them understand the applications of Social Case Work and Group Work in different settings.

Unit I

Social Case Work: Definition, Meaning, Concept, Objectives and History of Social Case work in India and Abroad. Basic components of Social Case Work - Problem, Person, Place, Process and Principles.

Unit II

Case Work Process – Treatment (methods and techniques) Study (Case recording, Interview, Collateral contacts etc) Diagnosis. Follow – up and termination.

Relationship - nature, establishment, maintenance, termination. Transference and counter transference.

Recording in Case Work: Importance and methods.

Unit III

Social Group Work - Definition, Meaning, Concept, Scope, Objectives and history. Principles of Group Work. Dynamics of group: Group formation, Structure and Functions of group.

Unit IV

Group work Processes: Planning phase, Beginning phase, Middle phase, Ending phase. Recording in Group work: Importance and methods. Program planning in Social Group work - Meaning, principles, planning stages. Roles of group worker, Skills of Social group worker.

Unit V

Application of Social Case Work in family & group work, educational institutions, community, industries hospitals and Correctional setting.

Application of Social Group Work & Social Case Work among children, youth, aged and women.

REFERENCES

1. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
2. Upadhyay,P.K. (2003), Social Case Work, New Delhi.
3. Ratna Guha, (2012) Social Work with Individual and Groups, , Centurmpress,
4. Gisela, Konopka. (1970), Group Work in the Institution, New York, Associated Press.
5. Trecker, HB, (1972), Social Group Work; Principles and Practices, Chicago, Association Press.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Field Work	5 hrs week
Code:14 BSWC22		Credit: 4

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –II	Psychology for Social Workers	6 hrs week
Code:14BSWA21		Credit: 5

OBJECTIVES

- To help students understand the concept of behavior.
- To enable them understand the factors influencing human behavior.
- To help them understand the importance of studying human behavior.

UNIT –I

Psychology - Meaning, Definition, Scope. Branches of Psychology. Importance of Psychology in Social Work practice.

UNIT -II

Developmental Psychology: Conception, Pregnancy – Child growth & development in each trimester. Delivery -types, Importance of prenatal development. Developmental tasks in each stage: Infancy to old age. .

UNIT -III

Personality: Meaning of Personality - Types of personality.

Learning, Meaning of learning - Types of learning, Learning Theories: Conditioning theory, operant conditioning theory.

UNIT –IV

Memory –Meaning, Types, Factors influencing of memory.

Behavior: Meaning, Types of behavior, factors influencing behavior.

Behavior modification: Definition and techniques.

UNIT –V

Intelligence: Meaning and definition of intelligence. Motivation - Meaning - Social and Psychological motives. Frustration - sources of frustration, Defense mechanisms – Meaning and types.

REFERENCES

1. Morgan, Clifford (1986), Introduction of Psychology, New Delhi, Tata Mc GrawHill
2. S..K .Mangal (2009) ,General psychology,
3. Hurlock, Elizabeth, (2002), Development Psychology, New York, McGraw Hill.
4. Hilgard & Atkinson, (1998), Introduction to Psychology, New York, HCB & Word.

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –II	Understanding Family	2 hrs week
Code:14BSWN21		Credit: 2

OBJECTIVES

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT - I

Family-definition, origin, functions and its importance. Role of family in the development of its members.

UNIT-II

Urban, Rural, Tribal families: characters, strengths and weaknesses. Joint and Nuclear family: characters, strengths and weaknesses,

UNIT –III

Marriage and its role in the family process. Marital problems and ways to manage it.

UNIT – IV

Family Conflicts: parental conflicts-couple conflicts- relationship conflicts-: causes, impact and remedies. Changes in the Indian family system.

UNIT – V

Family Life Education - meaning, Stages: Stage 1: Family of origin experiences, Stage 2: Leaving home, Stage 3: Premarriage stage, Stage 4: Childless couple stage, Stage 5: Family with young children ,Stage 6. Family with adolescents, Stage 7: Launching children, Stage 8: Later family life,

REFERENCES

1. CarterBetly & Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India,
5. Bombay, TISS.

BSW II Year	jkpo; jhs;	Max Marks 100
Semester –III		Int: 25 Ext: 75
Code: 14BSWL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

நோக்கம்:தாள்க-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 14) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 14) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 14) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf; -ctik–cUtfk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp– rpNyil mzp -Ntw;Wik mzp
- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 - 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW II Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, poetry, Short Stories, Grammar and Composition	6 hrs week
Code:14BSWL32		Credit: 3

OBJECTIVES:

1. To introduce the functional grammar to the students.
2. To expose creative writing to the students.
3. To enhance students' communication skills.

UNIT: I PROSE

- 1) University days – James Thurber
- 2) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 1) Night of the scorpion-Nissim Ezekiel
- 2) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 1) Karma-Kushwant Singh
- 2) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Notemaking, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 1) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai. Rs.40/.
- 2) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 3) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 4) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Legislation	5 hrs week
Code:14BSWC31		Credit: 4

OBJECTIVES

- To expose students to the drivers of social legislation.
- To introduce students with the laws related to social problems
- To enable them understand the importance of social legislations.

UNIT I

Legislation – Meaning and Definition. Types of Legislation, Social Legislation - Meaning and Definition. History of Indian Constitution. Fundamental rights, Directive Principles of State Policy

UNIT II

Legislation related to Marriage - Hindu Marriage Act, Muslim marriage Act, Christian Marriage Act and Special marriage Act. Family Court.

UNIT III

Legislation related to Children - J J Act 2000, Child Labour Prohibition and Regulation Act, Protection of Children from Sexual Offences Act, 2012(POSCO Act), Child Marriage Restraint Act.

Legislation related to Women- Dowry Prohibition Act, The Domestic Violence Act, MTP Act.

UNIT IV

Legislation related to amelioration of social problems- The Prevention of Atrocities against SC's and ST's Act, The Protection of Civil Rights Act, The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995

UNIT V

Right to Information Act. Right to Education Act, Consumer Protection Act. PIL, Legal Aid Clinic- Meaning, Concept, Para legal aid, Need for legal aid clinic.

REFERENCES

1. Awasthi, SK. (1994), Manual of Marriage and Divorce Laws, Jodhpur, Rajasthan Law House.
2. Biswas. B. et al, (1971), Impact of Social Legislation and Social Change, Calcutta,
3. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.
4. Diwan, P & Diwan P. (1994), Children and Legal Protection, New Delhi, Deep & Deep Publication.

BSW Second Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –III	Social Welfare Administration	5 hrs week
Code:14BSWC32		Credit: 4

OBJECTIVES

- To introduce students to the concepts of administration.
- To familiarize students with administrative process.
- To enable students functions of Ministries in Social Welfare departments.

UNIT -I

Social Policy, Social welfare, Social Defence, Social inclusion and Social exclusion – Concept & Meaning.

Administration - Meaning, Definition and characteristics.

Social Welfare Administration – Definition, Nature and scope.

UNIT -II

Ministry of Social Justice and Empowerment: History, structure and Functions. **Functions of Department of Social Justice and Empowerment , Department of Disability Affairs,**

Ministry of Women & Child Development : History, Function

Structure and functions of Department of Social Welfare: Central Social Welfare Board, State Social Welfare Board and District Social Welfare Board.

UNIT-III

Basic Administrative Processes - Planning, Organizing, Staffing, Decision making, Co-ordination, Recording and Budgeting,

UNIT-IV

Personnel Administration - Staff selection, Induction, Training, Orientation, Placement, Service conditions, Discipline, Staff morale, Supervision and Evaluation.

UNIT-V

Public Relations – Meaning, need, Principles, use of different media. Fund raising. Communication system in the office. Application of computers and Records management in office.

REFERENCES

- Chowdhry, P. (1996), Social Welfare Administration, New Delhi, Athmaram & Sons.
- Sachdev D.R. (1998), Social Welfare Administration in India, New Delhi, Kitab Mahal.
- Shankar Pathak (2012) Social Work and Social Welfare, Nirmal Pub
- Kumar Jha(2002) Encyclopaedia of Social Work:Social Welfare and Social Work, Anmol ,NewDelhi

BSW II Year	Skill based	Max Marks 100 Int: 25Ext:75
Semester – III	Communication Skills for Social Work Practice	2 hrs week
Code:14BSWS31		Credit:2

OBJECTIVES

- To expose students to the importance of communication.
- To help them understand building effective communication.
- To strengthen their skills in communication to person and group.

UNIT I

Communication- Definition, Need and importance. Interpersonal and Intra personal communication. Communication in problem solving situation.

UNIT II

Building effective communication- Johari Window, Transactional Analysis. Skills for effective communication - Listening, Observing, Language, Writing.

UNIT III

Communication to a Person: Conversation –objectives and strategies , Interviewing skills-interviewing Tips, Technique, Questionnaire,types, Body Language-meaning, Types.

UNIT IV

Communication to a Group and masses: Public speaking, Poster making, Scripts for Street theatre, Documentation, Awareness songs – Steps, Principles and importance.

UNIT V

Scripts for a drama. Enacting a Drama on social themes. Script for Public Speaking. Role of mass media in social Change and National Integration

REFERENCES

- Vilanilam J.V., (1985), Education and Communication, Trivandrum, Kairali Books International.
- Dahama, O.P (1997), Education and Communication for Development, New Delhi, Oxford and IBH Publishing Company.
- Agarwal Hema (1995), Culture and Mass Communication, New Delhi, Rawat Publications.
- Neetamehta, 2011, The Media of Mass Communication, Axis Books,

BSW III	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –III Code:14BSWS32	IT Skills For Social Workers	2 hrs week Credit: 2

OBJECTIVES

- To understand the basics of computer.
- To acquire knowledge of MS word, Excel, Power Point and SPSS
- To learn the usages of computer in social work profession

UNIT I

Introduction to computers – Generations of computers – Classification of computers – application of computers. Computer Architecture – personal computer – Hardware / Software – operating systems – computer languages. Starting Windows – desktop – mouse – window maximizing, minimizing, restoring & closing a window. Using the start menu – control panel – windows explorer – copying, moving files – finding files or folders.

UNIT II

Starting word – creating a document – saving, printing, resaving and closing a document. Editing a document – move and copy text – Formatting Text and paragraph – finding and replacing text and checking spelling – mail merge.

UNIT III

Worksheet - Excel – getting started with Excel. Entering numbers – entering formula – editing cells and using commands and functions – moving and copying. Inserting and deleting rows and columns – creating charts – Data base in a Worksheet.

UNIT IV

Power point – slides – inserting new slides – clip arts – power point views – running a slide show – printing a presentations – format options – editing features. Internet – web browsers – email – search engines – chatting.

UNIT V

Introduction to data analysis – analysis of data through computer software – introduction to SPSS – variable list – variable code - value code – cross tabulation – simple statistical analysis.

REFERENCES

1. Taxali R.K (2005) PC Software for Windows, New Delhi, McGraw Company.
2. Jeff Walden ,More File Formats for Popular PC Software, New Delhi,Wiley
3. Stanley R. Trost , The best of IBM PC Software, New Delhi, SYBEX,

BSW II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –III	Life Skills Education	2 hrs week
Code:14BSWS33		Credit: 2

OBJECTIVES:

- To help the students understand self.
- To help them equip thinking skill, problem solving skill, coping skill
- To strengthen their Life skills.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex.

UNIT II

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication. Empathy: concept of empathy, importance, development of empathy.

UNIT III:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT IV:

Problem solving: concept of problem, problem analysis, problem solving techniques.

UNIT V

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

,uz;lhhkz;L – ehd;fhk; gUtk;	jkpo; jhs; 4.4	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BSWL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gl (5 ghly;fs;)
- 4) gjpw;Wg; gj;J-ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTjk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gl- 5 ghly;fs;
- 6) ,d;dh ehw;gl - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;ngHUs;-mfj;jpizfs; Gwg;ngHUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpkh;rdk;

ftpij vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW -10

m. gj;Jg; ghl;L

M. vl;Lj; njhif

., gjpnzd; fPo;f;fzf;F

நூல்கள்

சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW II Year	Part – II English	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Novel and English for Competitive Examination	6 hrs week
Code:14BSWL42		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

BSW II Year	Core	Max Marks 100 Int: 25Ext:75
Semester – IV	Introduction to Community Organisation	5 hrs week
Code:14BSWC41		Credit:4

OBJECTIVES

- To expose students to the concept of community and community organization.
- To help them understanding the community dynamics.
- To strengthen their understanding about role of community organizer.

UNIT - I

Definition of community. Characteristics of community, Types of community, Difference between Urban, Rural, and Tribal community.

UNIT - II

Community Organization -Definition, objectives, assumption and Principles(12 Principles of M.G.Ross).
Community organisation as a method of social work.

UNIT III

Methods in community organization: Social action and social analysis.
Phases in community organization: Study, Analysis, Assessment, Decision Making, Organization.

UNIT - IV

Community Leadership-Meaning , Barriers and Challenges to Community Leadership.
Power structure in the community, Conflict resolution

UNIT -V

Role of community organizer. Application of community organization methods in Rural and Urban areas, during disasters and civil conflicts.

REFERENCES

1. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper & Row.
2. Gangrade. K.D, (1971) Community Organization in India, Bombay, Popular Prakasan.
3. A.J.Christopher, A.Thomas William, (2012), Community Organisation And Social Action, Himalaya Publishing House.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Social Work Research And Statistics	5 hrs week
Code:14BSWC42		Credit: 5

OBJECTIVES

- To help students understand concept of social work research
- To familiarize them with the methodology of conducting research.
- To orient them about the application of statistics in social work research.

Unit – I

Scientific Method- Meaning and Concept. Social Science research: Meaning, definition
Social work Research –Definition, Meaning and Objectives. History of Social Work Research in India.

Unit – II

Identification and Formulation of a research problem. Hypotheses –Meaning and definition. Importance of Review of Literature.

Unit – III

Research Design – Meaning, definition. Types of Research Design –Exploratory, Descriptive, Survey design

Sampling – Meaning, definition. Types of Sampling – Probability: Simple random and stratified random and Non-probability: Purposive, Snowballing

Unit – IV

Data Collection – Methods and Tools – Observation, Interview, Interview Guide, Interview Schedule, Questionnaire. Pilot Study and Pre-test.

Unit – V

Statistics – Meaning and Importance. Central Tendency – Mean, Median and Mode. Measure of Dispersion-quartile deviation, standard deviation. Diagrammatic and graphic representation of data – Histogram, Bar diagram, Pie diagram. Research Report Writing – Chapterization and bibliography .Uses of Computer in Social Science Research

REFERENCES

1. Goode, Wand Hutt, P.K (1981), Methods of Social Research, New Delhi, McGraw Hill..
2. Gupta. S.P (2005)), Fundamental of Statistics, New Delhi, Sulthan Chand.
3. Kothari.C.R (2011) Research Methodology, New Age International Publishers
4. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
5. P.N.Narayana Raja(2009), Knowing and Doing Research, By the Authur

BSW II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Field Work	6 hrs week
Code:14 BSWA41		Credit: 5

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	0 hrs week
Code:14BSWS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura's year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs Editor – Balvinder Singh, Chandigarh – 160 019

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work in Community	5 hrs week
Code:14BSWC51		Credit: 5

OBJECTIVES

- To expose students to the concept of community and community development.
- To help them understand the problems relating to rural and urban life.
- To develop insight into the structure and functions of rural and urban bodies.

UNIT – I

Community: Meaning Definition, Types-Rural , Urban and Tribal.

Development – Meaning, development indicators, Sustainable development

Community Development - Concept, Definition, Meaning, History, Need, Objectives

UNIT - II

Rural Community Development: Meaning, definition. Rural Development in India - Origin and background - Srinekethan, Marthandam, Firka Development, and Etowah Pilot Project. structure and functions of rural local bodies (73rd Amendment). Problems of Rural people in relation to Agriculture, Employment, Education, Water and Health.

UNIT - III

Urban Area: Town, City, Metropolis, Suburbs, Satellite towns -Meaning and characteristics.

Urban Community Development - Meaning, Scope, structure and functions of local bodies (74th Amendment). Problems of Urban life with reference to pollution and waste management.

UNIT – IV

Tribal community development – meaning, definition, structure and functions of Governing bodies. Problems of tribal in relation to Basic amenities, education and culture.

Slum - Meaning, definition, History and problems. Role of slum clearance board.

UNIT – V

Rural Community Development Programmes – Role of Government & Voluntary agencies. Institutions concerned with Rural Development - National Bank for Agriculture and Rural Development(NABARD) , Council for Advancement of People’s Action & Rural Technology (CAPART) and **District Rural Development Agencies**(DRDA).

Urban development programmes- **Jawaharlal Nehru National Urban Renewal Mission**

(JNNURM), Urban basic services, Prime Minister's Integrated Urban Poverty Eradication Programme.

Tribal welfare programmes - Integrated Tribal Development Project (ITDP).

REFERENCES

1. Debendra, K.Das (1994), Dynamics of Rural Development, Perspectives and Challenges, New Delhi, Deep and Deep Publications.
2. Mukherii, B (1996), Community Development in India, New Delhi, Orient Longman.
3. Kumar Jha(2002), Social Work and Community Development, Anmol ,NewDelhi
4. Margaret Ledwith(2005), Community Developments A critical Approach, Rawat Publication.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work In Health Setting	Int: 25 Ext: 75
Code:14BSWC52		5 hrs week
		Credit: 5

OBJECTIVES

- To familiarize them with the concept of Public Health.
- To help students understand the concept of Mental health and Community health .
- To expose students in the field of Medical social work.

UNIT - I

Health - Meaning and definition. Public Health -Meaning, Definition, Objectives and functions. Health care delivery system in India. National Health Policy, Health Programs in India: National Rural Health Mission (NRHM): incorporating Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH), Indian Public Health Standards(IPHS) and PRI Panjayat Raj Institutions

National Urban Health Mission (NUHM), Reproductive and Child Health Programme (RCH), National AIDS Control Programme (NACP), World Health Organization(WHO)

UNIT - II

Medical Social Work - Definition and meaning, Symptoms of diseases - Leprosy, Cancer, Diabetes, STD, AIDS, Tuberculosis. Role of Medical Social Worker

UNIT - III

Mental Health - Meaning and Definition. Mental illness – Types, characteristics of Neurosis and Psychosis. Mental retardation- Types, characteristics.

UNIT – IV

Psychiatric Social Work - Meaning and Definition. Role of Psychiatric social worker in general.

Community Health- meaning and concept. Health education – Meaning, Definition and importance health education

UNIT - V

Hospital Administration - Definition, Meaning, Types, General principles, Functions and its importance. Social worker as a member in Multi- disciplinary team.

REFERENCES

1. Kabil, Krishnan (1971), Social Services Opportunities in Hospitals, Bombay, TISS.
2. Kapur, Malavika (1995), Mental Health of Indian Children, New delhi, Sage Publications.
3. Pathak, S.H (1961), Medical Social Work in India, Delhi, Delhi School of Social Work.
4. Shorter, Edward. (1997), A History of Psychiatry, New York, John Wiley and Sons.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work with Family	Int: 25 Ext: 75
Code:14BSWC53		5 hrs week
		Credit: 5

Objectives:

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT – I

Marriage: Meaning and Definition. Types of Marriage, Role of Marriage in Family Process.

Family – Meaning and Definition., Origin, structure, values, functions and its importance

UNIT – II

Types of Family: Joint Family, Nuclear Family, Extended family and its characters, strengths

Family Tree (Pedigree): Need for family Tree,

Role of family in the development of its members. Changing pattern of family. Single parent family and its problems.

UNIT – III

Family Disorganisation – Causes, Impact and remedial measures,

Marital problems and ways to manage it. Communication in families. Families with problems and ways to manage them.

UNIT – IV

Importance of Family in Individual’s Development, Parenting Styles in developing children.

Family Welfare – Planning, Programming and Methods of Family Planning – Temporary and Permanent.

UNIT – V

Social Work Interventions: Family Life Education - meaning, objectives . Counselling:

Premarital counselling, Family Counselling, Family counselling centre in Tamil Nadu.

National and international Organisations working for family welfare.

References:

1. Bee Dell, C and residential life with Children, London: Routledge and Kegan paul.
2. Daridson.F. and Gorneiki B 1964, Care of children in day centers, Genera W.H.O., Publications.
3. Young Husband, 1967, Social work with families, Recorage allen & Unw.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Field Work	5 hrs week
Code:14BSWC54		Credit: 5

OBJECTIVES

- To expose students in field realities through issue based for the students
- To help students understand the scopes for the social work practice in different Issue based
- To strengthen students professional competence of the students.

SW III Year	Allied	Max Marks 100 Int: 25 Ext:75
Semester – V	Basics Of Counselling	6 hrs week
Code:14BSWA51		Credit:5

OBJECTIVES

- To expose students to the concept of counselling and its needs
- To familiarize them with process of counselling.
- To orient them about the application of counselling in social work practice.

UNIT-I

Counselling- Definition, Meaning & Need for counselling. Difference between counselling, advice, guidance and psycho therapy –relaxation therapy.

UNIT-II

Principles of counselling: Authenticity and congruence, Participation, Individualization, Confidentiality, Communication, Acceptance, Self Confidence, Self awareness and Non judgmental attitude –

UNIT-III

Skills of a counselor-stage I - Pre-helping phase-Primary level accurate empathy, Genuineness, Respect and concreteness- Stage II Skills: advance accurate empathy, self disclosure , confrontation, Immediacy, Stage III skills- Identification of Problem, Goal setting, means, feed back and follow up.

UNIT-IV

Counselling responses: Interpretation, Probing, Supportive, Evaluative and Understanding. Counselling process- I- Clarifying the problem and goals for counselling, 2- Structuring the counselling relationship and procedures, 3-Building a deeper relationship, 4-Exploring feelings, behavior or thoughts, 5- Deciding on some plans of action, trying these out and evaluating them, 6-Terminating the relationship.

UNIT-V

Scope of counselling in different fields: Marital and family, School counselling, crisis counselling- AIDS counselling. Counselling with aged and employees.

REFERENCES

1. Barki B.C. & Mukhopadhyay. (1998), Guidance and Counselling- A Manual, New Sterling Publisers Pvt.Ltd.
2. Ackerman.W Nathan, Psychodynamics of Family Life, New York, Basic Books Inc.
3. Antony John (2003), Skills of Counselling, Dindigul, Anugraha Publications.

BSW III Year	Skill Based	Max Marks 100
Semester –V	Development Policies and Programmes	Int: 25 Ext: 75
Code:14BSWS52		2 hrs week
		Credit: 2

OBJECTIVES

- To help students understand development Policies.
- To foster their understanding about the development programmes.

UNIT I – Development – meaning and concept , development policies in India .Introduction to various ministries working for women,children, rural,urban,sc/st, backward classess

UNIT II

Rural development Programmes -,Pradhan Mantri Gram Sadak Yojana,Swarnjayanti Gram Swarozgar YojanaIndira Aawas Yojna, Mahatma Gandhi National Rural Employment Guarantee Act-2005,pura

UNIT III- Urban developent Programmes –JNNURM- Jawarharlal Nehru national urban renewal mission ,UIDSSMT- urban infrastructure development scheme for small and medium towns,NUIS- National urban information system

UNIT IV

Women development programmes - Support to Training and Employment Programme for Women (STEP),National Mission for Empowerment of Women (NMEW),Rashtriya Mahila Kosh (RMK) , National Maternity Benefits Scheme (NMBS)

Child development programmes- Integrated Child Development Services (ICDS) Scheme, Integrated Child Protection Scheme,Reproductive and Child Health Programme

UNIT V

Labour and employment progrmmes –Employment assurance scheme,Jawahar Rojgar Yojana JRY,Food for work, Prime Minister's Rozgar Yojana (PMRY)

REFERENCES

1. Gautam P.R., Singh R.S, Social Work and Social Policy (Concepts and Methods), Centrum Press, New Delhi, 2011. 1st Edition

2. Bhartiya.K.Anoop. Kumar Singh Dinesh, Social Policy in India, New Royal Book Company, Lucknow, 2003.
3. <http://india.gov.in/my-government/schemes>
- 4.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Social Work in Industries	5 hrs week
Code:14BSWC61		Credit: 4

OBJECTIVES

- To understand the growth and importance of Industries in India.
- To understand the existing welfare measures in Industries.
- To familiarize to the application of social case work as method to deal with laborer problems in industries.

UNIT –I

Industry - Meaning and Definition, Growth and Importance of Industries in India. Concept of Employee. Importance of Employee and employer relationship.

UNIT -II

Labour Problems in India with specific reference to absenteeism, Indiscipline, Alcoholism and Drug addiction. Other problems related to industries.

UNIT -III

Industrial Social Work - Meaning and definition, Objectives, Importance and Role of Industrial social worker.

UNIT - IV

Employee Welfare - Meaning, Need and importance, Scope, Principles. Welfare benefits in Indian Industries .Corporate Social Responsibility - definition, meaning, concept, need and importance, CSR activities.

UNIT - V

Application of Social Case Work and Group Work in Industry with reference to absenteeism, indiscipline, alcoholism and drug addiction.

REFERENCES

- Moorthy, M.V (1968), Principles of Labour Welfare, Vishak, Gupta Brothers.
- Sarma, A.M (1995), Aspects of Labour Welfare and Social Security, Mumbai, Himalaya Publications.
- Tyagi, B.P (1996), Labour Economics and Social Welfare, Meerut, JaiPrakash Nath.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Field Work	5 hrs week
Code:14BSWC62		Credit: 4

Objectives

- To expose the students to the practical realities in the field.
- To enable them to practice the social work methodologies.
- To strengthen the professional competence of the students

Field work will be offered in a daily and full time basis in an agency selected to provide a satisfactory learning experience for 14 days (including holidays) in a social welfare /development organization, educational institution, community setting (slums, villages). It is designed to give the trainees continuity of work experience.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Project Work	6 hrs week
Code:14BSWE61		Credit: 5

OBJECTIVES

- To enable them gain the experience of conducting research.
- To strengthen their competence in conducting research in the field.
- To strengthen their skills in writing research reports.

Each candidate is expected to select a research problem in the selected field of social work and prepare a research design by the end of 5th semester in consultation with the research supervisor. A copy of the report shall be submitted to the department on or before 31st March in the sixth semester.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Women and Development	6 hrs week
Code:14BSWE62		Credit: 5

OBJECTIVES

- To orient students status of women in India.
- To make the students understand the Issues related to Women.
- To help students understand the programmes and schemes related to women.

UNIT- I

Women : Status of Women in India- Women's Movements – Pre – independent, Post – independent and Current women's movements.

UNIT- II

Women and Health: Health status of women in India – Mortality and Morbidity factors influencing health – Nutrition and health, Reproductive health – HIV and AIDS control program.

UNIT -III

Changing role of women – Marriage – Single parent – Motherhood – Widows. Women entrepreneurship: Self help Group. Managing personal and professional roles.

UNIT –IV

Indian Constitution and provisions relating to women. , Violence against, women ,Legal protection , Family Courts , Rights of the women, National Commission for Women.

UNIT – V

Women Development approaches in Indian Five – Year Plans , women and leadership – Panchayath Raj – Political Role and Participation – NGOs and Women Development – National and International Funding Agencies.

REFERENCES

1. Sagar Rajive, Delhi, 2010, Women and Professional Development in India,.
2. **Pruthi, Raj Kumar; Rameshwari Devi and Romila Pruthi (2001). Status and Position of Women: In Ancient, Medieval and Modern India. Vedam books.**

BSW III Year	Elective	Max Marks 100
Semester –VI	Youth Development	Int: 25 Ext: 75
Code:14BSWE63		6 hrs week
		Credit: 5

OBJECTIVES

- To orient students basic concepts related to youth development.
- To make the students understand the problems of youths.
- To help students understand the programmes for youth development.

UNIT I

Youth – Meaning, definition, classification. Concept of Youth Welfare, Youth in Contemporary Indian society.

UNIT II

Problems of Youth – Biological, Psychological, Sociological, Cultural, Physical, Educational, Occupational and Recreational.

UNIT III

Youth leadership development: Leadership types, Programmes to improve leadership, Youth rights, Youth culture, Youth movements

UNIT IV

Youth policies and programmes: Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corps, Scouts and Guides, Youth exchange program,. Youth and Sports Policy.

UNIT V

National Organizations -. Nehru Yuvak Kendra, YMCA ,YWCA, Vishwa Yuvak Kendra , Rajiv Gandhi National Institute of youth Development--Structure and functions.

REFERENCES

1. Saraswathi, S (1980), Youth in India, Delhi, Indian Council for Social Science Research.
2. Arimpoor Joe (1982), Indian Youth in Perspective, Chennai, Salesian Institute of Public Arts.
3. Simhadri C.Yedla (1989), Development of Emerging World Youth, Delhi, Mittal Publications.
4. Hassan, M.K(1985), Prejudice in Indian Youth, New Delhi, Classical Publishing Company.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Child Protection	6 hrs week
Code:14BSWE64		Credit: 5

OBJECTIVES

- To orient students basic concepts related to Child Protection.
- To make the students understand the Issues related to Children.
- To help students understand the programmes and schemes related to Child Protection.

UNIT I

Child: Definition, Status of Children in India/world, Child Protection: meaning, definition, nature, Need for child Protection.

UNIT -II

Child Abuse: Definition, concept. Types of Child Abuse: Child trafficking, Child labour, Violence, Child marriage, sexual abuse, corporal Punishments. Interventions for Child Abuse.

UNIT -III

Child Protection and rights of the children: United Nations Convention on the Rights of the Child (UNCRC), Policies for Children, JJAct.

UNIT – IV

Child Protection: Role of Family (Parenting Style), Role of Teachers (Positive discipline, Mentoring style), Role Of NGO, Role of Government, Role of Social Worker in Child Protection,

Resilience : Meaning, Importance, building resilience among children

UNIT – V

Agencies working for children: United Nations Children's Fund (UNICEF), CHILDLINE-1098, Integrated Child Protection Scheme (ICPS): State Child Protection Unit, District Child Protection Unit, Integrated Child Development Services (ICDS), Indian Council for Child Welfare (ICCW), Save the Children

REFERENCES

1. **Child protection:** A handbook for parliamentarians, UNICEF, 2004.
2. Humanitarian Action for Children: Building resilience: UNICEF 2011
3. Child Protection Information Sheet: UNICEF

BSW III Year	Elective	Max Marks 100
Semester –VI	Welfare of the Disabled	Int: 25 Ext: 75
Code:14BSWE65		6 hrs week
		Credit: 5

OBJECTIVES

- To understand the concepts, types and problems of persons with disability.
- To familiarize students with the legislations related to persons with disability.
- To help them understand the initiatives of Government and Non-Governmental Organisations.

UNIT – I

Definition, & Concepts of Disability, impairment, handicapped and rehabilitation.
Types of disabilities - Visually impairment, hearing impairment, mentally challenged, orthopedically handicapped.

UNIT – II

Causes of Disability – Genetic, environmental, Problem: Psychology nutrition etc.
Psycho - Social problems of the disabled.

UNIT - III

Rights of the person with disability, Role of social worker in the promotion of their rights.

UNIT – IV

Rehabilitation – Goal, objectives, approaches and process. Role of family and community in the process of rehabilitation.

UNIT – V

Policies and Programmes for person with disability. Role of Govt. and NGO in disability management.

REFERENCES

1. Chaturvedi T.N. (1981), Administration for the Disabled, New Delhi, IIPA.
2. Meths D S (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.
3. Freeman M, James (1979), Untouchable - An Indian Life History, London, George Allen & Unwin.
4. Kabra Govind Das (1984), Development of Weaker Sections: Organisational Alternatives, New Delhi, Inter – India Publication.

BSW III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Participatory Rural Appraisal	2 hrs week
Code:14BSWS61		Credit: 2

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA.

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Visuals, Matrixes, Observation, Interviews, Focus group discussions, Visions, Stakeholder workshops and meetings.

UNIT III

Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT IV

Major PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Semi structured Interview, Focus Group discussion, Triangulation etc.

UNIT V

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. N.Narayanasamy (2009), Participatory Rural Appraisal, Sage Publication.

B.Sc(CS)

Academic Year 2014-2015

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BSCCSL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehL;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wpf;F top -Rujh
- 6) kdpjdhf tho;ejpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpadp; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpjifSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fhI;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk ;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 13) tpgj;J -K. KUNf\;
- 14) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3,yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpjapay; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpjapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

1)kuGg; gpiio ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpiioaw;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;

4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.Sc C.S I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:14BSCCSL12	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

Objectives:

- 4) To expose students to functional aspects of English language.
- 5) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 6) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 2) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

3. Astrologers Day
4. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing ,Letter writing

TEXT PRESCRIBED:

- 5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.

- 6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc C.S I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	Programming in C	6 hrs week
Code: 14BSCCSC11		Credits: 4

Objectives:

1. To develop the programming skills through the C language.
2. To enable the students to understand the concepts of C Language.
3. To enable the students to understand the concepts of pointers and files.

UNIT I

Basic structure-programming style-constants-variables and data type-declaration of variables-Operators and expressions: Arithmetic relational, logical, assignment, increment, decrement, conditional, bitwise and special operators, and evaluation of expression.

UNIT II

Managing I/O operations: Reading and writing a character-formatted input, output-Decision making and branching: if, if...else, nesting of if...else statement-else if ladder-switch statement - go to statement-the while statement-do statement-the for loop –jumps in loops.

UNIT III

Arrays: one dimensional array-declaration, initialization- two, multi dimensional array-initialization strings- initialization of string variables-reading and writing strings-arithmetic operation on string-putting string together-comparison-string handling function.

UNIT IV

User defined Function: need-element of user defined functions-definition-return values and their types-function calls-Structures and unions: declaring structure variables accessing structure member- initialization-Copying and comparing-arrays of structure.

UNIT V

Pointers: accessing the address of variables-declaring- initialization of pointers, variables-pointer expression, and pointer increment -array of pointers-Files: defining a file-I/O operator on file handling during I/O operators-random access to file-command line arguments.

Text book:

1. Balagurusamy, Programming in ANSI C, 3rd Edition, Tata McGraw Hill Publishing Company, 2002.

Reference book:

1. M.G Venkateshmurthy, Programming Techniques through C– A Beginner's Companion, Pearson Education, New Delhi, 2002.

2. Byron Gottfried, Programming with C, Tata McGraw Hill, 2006.
3. Brian Kernighan, Dennis Ritchie, The C programming language, 2nd Edition, Prentice Hall 1988.

B.Sc (C.S) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	C Lab	6 hrs week
Code: 14BSCCSC12		Credits: 4

Objectives:

1. To enable the students to understand the basics of C.
2. To enrich students to develop programs in C.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
14. To solve Quadratic Equation-Switch
14. To perform binary search using Function
16. To find NCR and NPR Values using Function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Sc (C.S) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 14BSCCSA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph- sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices- connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.

Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (C.S) I Year	Non Major Elective	Max Marks 100
Semester – I	Fundamentals of	Int: 25 Ext: 75
Code: 14BSCCSN11	Computer	2 hrs week
		Credits: 2

Objectives:

1. To understand the concept of computers.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

UNIT I

Introduction- Characteristics of Computers – Evolution of Computers - Computer Generations – First – Second – Third Generation – Fourth Generation – Fifth Generation – Input Unit – Output Unit –Storage Unit – Arithmetic Logic Unit – Control Unit – CPU.

UNIT II

The Central Processing Unit – Control Unit – ALU – Instruction Set – Registers – Processor Speed – Types of Processors – The Main Memory – RAM- ROM- PROM – EPROM- Cache Memory.

UNIT III

Sequential and Direct Access Devices – Magnetic Tape- Magnetic Disk – Optical Disk – Floppy Disk – Hard Disk – CD-ROM. Number System– Conversation: Binary to Decimal-Decimal to Binary.

UNIT IV

Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – Magnetic Ink Character Recognition – Optical Character Recognition – Bar code reader. Monitor – Printer – Plotter.

UNIT V

Software: Introduction – Types of Software – Programming Languages: Machine languages– Assembly languages – High-level languages – Compilers & Interpreters.

Text book:

1. Pradeep K.Sinha, Priti sinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
- 2 Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

Kjyhk; Mz;L - ,uz;lhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BSCCSL21	fij ,yf;fpaKk; ciueilAk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

கதை இலக்கியமும் உரைநடையும்:சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liuj; njhFg;G

rpWfij :

- 11) kp\pd; Afk; - Gjlk;gpj;jd;
- 12) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 13) fbjKk; fz;zPUk - fy;fp
- 14) ehw;fhyp - fp. ,uh[ehuhazd;
- 15) gspr;rp - nfh.kh. Nfhjz;lk;
- 16) k[;Dhd; - kPuhd; ikjPd;
- 17) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 18) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 19) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 20) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 9) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
10) Foe;ij uhK - t.uh.
11) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
12) ,e;jpa nkhopfs; jkpo; kzk; - nj. ngh. kPdh;rp Re;juk;
13) tho;thq;F - t.Rg. khzpf;fk;
14) ftpijf;fiy - m.r. Qhdrk;ge;jd;
15) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
16) Gbg;gj vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj;
njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhLUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis
ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T
nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr;
nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

- 1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL>
kjiu fhkuhrh; gy;fiyf;fofk;> kjiu – 625 021.
2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G
epA+ nrQ;Rhp Gf; `T]; (gp) ypl;> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;>
mk;gj;J}h;> nrd;id – 600 098.

B.Sc C.S I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 14BSCCSL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

- 4) To introduce them to a few classics in English poetry
5) To develop their writing skills.
6) To give ample practice in grammar.

UNIT: I PROSE

- 2) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
2.SolitarY Reaper- Wordsworth

UNIT: III SHORT STORY

3. Refund-F fitz karinthy
4. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (C.S) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	C++ and Data Structure	6 hrs week
Code: 14BSCCSC21		Credits: 4

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi, 2002.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers, 2004.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition, New Delhi, 2003.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (C.S)I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	C++ and Data Structures Lab	6 hrs week
Code: 14BSCCSC22		Credits: 4

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.

List of Programs:

1. Programs to illustrate in power in using default arguments.
2. Swapping of two values using functions.
3. Maximum of two numbers using Friend function.
4. Program to evaluate Sin Series.
5. Simple Bank Operation.
6. Inline function.
7. Program to illustrate Copy Constructor.
8. Program to illustrate Single Inheritance.
9. Program to illustrate Multiple Inheritance.
10. Program to illustrate Multilevel Inheritance.
11. Program to illustrate Hybrid Inheritance.
12. Program to illustrate Hierarchical Inheritance.
13. Sorting of Numbers and names using function overloading.
14. String manipulation using operator overloading.
15. Program to merge two files.
16. Program to implement linked list.
17. Program to implement Stack using pointers.
18. Program to implement Queue using pointers.

B.Sc (C.S)I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	Statistics	4 hrs week
Code: 14BSCCSA21		Credits: 5

Objectives:

1. To enable the students to understand the concept of statistics.
2. To enable the students to understand the concept of correlation.
3. To enable the students to understand the concept of probability.

UNIT I

Introduction to Statistics – Primary and Secondary data – Classification, tabulation and diagrammatic representation of statistical data – Bar-charts, Pie-diagrams – Graphical Representation of data, - Histograms, Frequency polygon, Ogives.

UNIT II

Measures of dispersion – characteristics – coefficient of dispersion – coefficient of variation – moments – Skewness and Kurtosis – Pearson’s coefficient of skewness -Bowley’s coefficient of skewness.

UNIT III

Simple correlation – Karl Pearson’s coefficient of correlation – correlation coefficient for a bivariate frequency distribution – Rank correlation – Regression – lines of regression- properties of regression coefficient.

UNIT IV

Events and sets – sample space – concept of probability – addition and multiplication theorem on probability – conditional probability and independence of events – Baye’s Theorem- Mathematical expectation.

UNIT V

Theoretical discrete distribution, binomial distribution.

Text book:

1. S.P. Gupta, Statistical Methods, Sultan Chand and Sons, New Delhi, 2002.

Reference books:

1. R.S.N. Pillai & Bhagavathi, Statistics, Sultan Chand and Sons, New Delhi, 2002.
2. Best, Joel, Damned Lies and Statistics: Untangling Numbers from the Media, University of California Press, 2001.
3. Desrosières, Alain, the Politics of Large Numbers: A History of Statistical Reasoning. Trans. Camille Naish. Harvard University Press, 2004.

B.Sc (C.S)I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	Introduction to Internet	2 hrs week
Code: 14BSCCSN21		Credits: 2

Objectives:

1. To understand internet operations
2. To understand usage of internet facilities.
3. To enable to understand the web page design.

UNIT I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

UNIT II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN).

UNIT III

Basics of Internet: How the Internet works, Usage of Internet - IP Address, Domain Name, Uniform Resource Locator (URL).

UNIT IV

Introduction to E-Mail: Email features– Creation of Email Accounts– Inbox- Compose mail- Send- Attaching the documents- Address book.

UNIT V

World Wide Web: Web features-File Transfer-Telnet-Usenet-Web Server-Web browser-Netscape communication Suite, Microsoft Explorer.

Text book:

1. RajKamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002.

Reference books:

1. Vikas Gupta, Internet and Web Design, 1st Edition, Dreamless Press, 2003.
2. Stephen Cass, How much does the Internet Weigh, Discover Publication, 2007.
3. Addate Janet, Inventing the Internet, Cambridge MIT Press, 1998.

UG II Year	jkpo; jhs;	Max Marks 100
Semester –III		Int: 25 Ext: 75
Code:14BSCCSL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

நோக்கம்;தாள்3-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 14) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 14) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf; -ctik–cUtkf;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp– rpNyil mzp -Ntw;Wik mzp
 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
 M. rpw;wpyf;fpa tuyhW

. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc C.S II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:14BSCCSL32		Credits: 3

OBJECTIVES:

4. To introduce the functional grammar to the students.
5. To expose creative writing to the students.
6. To enhance students' communication skills.

UNIT: I PROSE

- 3) University days – James Thurber
- 4) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 3) Night of the scorpion-Nissim Ezekiel
- 4) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 3) Karma-Kushwant Singh
- 4) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 5) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.

- 6) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 7) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 8) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	Visual Programming	5 hrs week
Code:14BSCCSC31		Credits: 4

Objectives:

1. To develop programming skills in GUI based language visual basic
2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw Hill Edition, 1999.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media1998.

2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press,2005

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – III	Visual Programming Lab	5 hrs week
Code:14BSCCSC32		Credits: 4

Objectives:

1. To enable the students to understand the basic concept of GUI.
2. To enrich students to do different business, mathematical problems.
3. To enable the students to develop programs in Visual Basic.

List of Programs:

1. Program to check whether the Given Number is
 - a) Armstrong Number or Not
 - b) Prime Number or Not
2. Program to perform the following String Operations
 - a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
3. Program to find
 - a) Current Date and Time
 - b) Day of Given date
4. Program to use the Flex Grid Control
5. Program to Draw Geometric Shapes
6. Program to Design a Digital Clock
7. Develop a Objective type Online Test
8. Program to vary Color Palette
9. Program to show picture Animation
10. Program to Create a File Open Dialogue to Load a Picture
11. Program to Design an Ordinary Calculator
12. Design a Notepad
13. Sequential File Reading and Writing
14. Student Mark Sheet processing System
14. Library Information System
16. EB Bill Preparation System
17. Bank Information System
18. Hospital Information System

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	Operational Research	4 hrs week
Code:14BSCCSA31		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference books:

1. Arumugam and Isq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (C.S) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – III	Office Automation Lab	2 hrs week
Code:14BSCSS31		Credits: 2

OBJECTIVES:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.

2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.
8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

,uz;lkhz;L – ehd;fhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BSCSL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J-ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTJk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

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நூல்கள்

சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.Sc C.S III Year	Part-II – English	Max Marks 100
Semester –IV		Int: 25 Ext: 75
Code:14BSCCSL42	Novel and English for Competitive Examination	6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Java Programming	5 hrs week
Code:14BSCCSC41		Credits: 4

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Java Lab	5 hrs week
Code:14BSCCSC42		Credits: 4

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Run able interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Digital Principles and Applications	4 hrs week
Code:14BSCCSA41		Credits: 5

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs. Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw – Hill Edition, 2006.

Reference books :

1. S. Salivahanan & S. Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd, 2000.
2. M. Morris Mano, Digital Logic and Computer Design, Prentice Hall, 2006.
3. Thomas C. Bartee, Computer Architecture and Logic Design, McGraw Hill Editions, 1991.

B.Sc (C.S) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code:14BSCCSS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Computer Networks	6 hrs week
Code: 14BSCCSC51		Credits: 4

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of networks.
3. To become familiar with different types and importance of Network layers.

UNIT I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

UNIT II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites.

UNIT III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

UNIT IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

UNIT V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference books:

1. William Stallings, Data and Computer Communications, Pearson Education, New Delhi 2002.
2. Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
3. G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	DBMS	6 hrs week
Code: 14BSCCSC52		Credits: 4

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I

Introduction to DBMS: Introduction-why Database-Characteristics of Data in a Database-Database Management System-Why DBMS-Types of Database Management System .Introduction to RDBMS: Introduction –RDBMS Terminology-The Relational Data Structure-Relational Data Integrity-Relational Data Manipulation-Codd’s Rules.

UNIT II

Database Architecture and Data Modeling: Introduction-Conceptuel, physical and logical Database Models-Database Design-Design Constraints-Functional Dependencies-R Modeling: Introduction-E-R model-Components of an E-R model-E-R model-E-Rmodelling Symbol

UNIT III

Data Normalization: Introduction- First Normal Form(1NF) -Second Normal Form(2NF)-Third Normal Form(3NF) – Boyce Codd Normal Form(BCNF)- Fourth Normal Form(4NF) – Fifth Normal Form(5NF)- Domain – Key Normal Form(DKNF). Relational Algebra – Relational Calculus.

UNIT IV

Query- by- Example (QBE): Introduction - Select Queries in QBE - Make Table Query - Delete Query – Update Query – Append Query – QBE and SQL. QUEL: Introduction – Data Definition in Quel – Create – Range – Index – Destroy – Modify - Data Retrieval in Quel – Data Update Operations in Quel.

UNIT V

SQL: Introduction to SQL – History of SQL – Characteristics of SQL – Advantages of SQL – SQL Data types and Literals – Types of SQL Commands – SQL Operators – Tables – Views – Indexes – Queries and Sub Queries – Aggregate Functions – Insert – Update – Delete Operations – Joins and Unions.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	DBMS Lab	6 hrs week
Code: 14BSCCSC53		Credits: 4

Objectives:

1. To understand the concept of PL/SQL.
2. To understand the database connectivity.
3. To develop programming skills in visual basic.

List of Programs:

Visual Basic Programming

1. Arithmetic operations
2. Menu creation with simple file and edit operation.
3. Sequential file reading and writing
4. Process students’ mark list using data control
5. Process library maintenance using data control
6. Program using DAO to create a Simple Address book.
7. Program using DAO to prepare Super Market Bill
8. Develop a System for Library Management using ADO
9. Develop an Inventory control system using ADO
10. Design a Data Report for Students Marks Details.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75	PL/SQL : Program using
Semester – V	Operating System	6 hrs week	
Code: 14BSCCSE51		Credits: 5	

- Iterative controls and Sequence Controls.
- Program using Exception Handling
- Program using Implicit Cursors and Explicit Cursors.
- Application development programs like Payroll, EB bill report generation, students Details.
- Program to join the tables.

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw Hill, New Delhi, 2005.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 2nd Edition, Tata McGraw Hill, New Delhi, 1987.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall, 2002.
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall 2005.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Client Server Computing	6 hrs week
Code: 14BSCCSE52		Credits: 5

Objectives:

1. The students will gain an exhaustive knowledge on the fundamentals of Client server.
2. To enable to understand the categories of servers.
3. To enrich the knowledge of operating system.

UNIT I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

UNIT II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

UNIT III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

UNIT IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

UNIT V

Server Operating System : Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New Delhi, 1994.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, Prentice Hall of India, Second Edition, 1997.

Reference books:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – V	Web designing Lab	2 hrs week
Code: 14BSCCSS51		Credits: 2

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.

5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – V	Internet Application Lab	2 hrs week
Code: 14BSCCSS52		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

1. Google Search.
2. Create an Email Account.
3. Compose a Mail and Send it to your friend.
4. Attach a document to a mail.
5. Create a Group mail Account.
6. World Wide Web: Search Engines
7. Blog Creation
8. Register your details in job provider sites
9. Read the e papers.
10. Register your details in Alumni sites

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – V	System Software	2 hrs week
Code: 14BSCCSS53		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a basic knowledge about assemblers.

3. To acquire a basic knowledge about programming knowledge.

UNIT I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture.

UNIT II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

UNIT III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

UNIT IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

UNIT V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L.Back& Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference books:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhare, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Advanced Visual Programming	6 hrs week
Code: 14BSCCSC61		Credits: 4

Objectives:

1. To understand the concepts of advanced visual Programming.
2. To understand the concepts of Dot Net Technologies.
3. To develop programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60	overridin
Semester – VI	Advanced Visual Programming Lab	6 hrs week	g-
Code: 14BSCCSC62		Credits: 4	construct
			ors-
			destructo

rs.

Text book:

1. Bill Evjen & Jason Beres, Visual Basic.Net Programming Bible, Wiley Publishing, 2002.

Reference books:

1. Daniel cazzulino, Beginning web programming in VB.Net, 1st Edition, Apress 2005.
2. Matthew MacDonald, The book of VB.Net, 1st Edition, No Starch Press, 2001.
3. Jessie Liberty Dave Grundgeiger, Programming Visual Basic.net, 2nd Edition, O'Reilly, 2003.

Objectives:

1. To improve the creativity during problem solving.
2. To develop programming skills in VB.net
3. To improve Knowledge in DOT.Net Technologies.

List of Programs:

1. Program using structure and enum
2. Program using classes, methods, properties and read only property
3. Program using constructors, overload constructors and class events
4. Program using exception handling
5. Functions to perform various string operations
6. Program using .net built-in collection classes namely array list, bit array, hash table, queue, sorted list, stack, collection, dictionary base.

7. Program using inheritance, constructors in inheritance.
8. Program using overriding, constructors in inheritance.
9. Program using win Form controls
10. Program using streams and serialization
11. Program using database.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 14BSCCSC63		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transition tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software

maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, McGraw Hill International Book Company Edition, 2001.
3. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Co, 2001.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	An Introduction to Data Mining	5 hrs week
Code: 14BSCCSE61		Credits: 5

Objectives:

1. To acquire knowledge about data mining.
2. To understand process of data mining.
3. To understand the future of data mining.

UNIT I

Introduction: Data mining process - Data mining applications – Data mining techniques – future of data mining – Guidelines for successful data mining - data mining software.

UNIT II

Association Rules mining: Basics – Task and Naïve Algorithm – Apriori ALgorithm – Improving the Efficiency of the Apriori ALgorithm –Direct Hashing and Pruning(DHP)– Dynamic Itemset Counting(DIC)- Mining Frequent Patterns without candidate generations(FP –growth).

UNIT III

Classification: Decision Tree – Building a Decision Tree – The Tree Induction Algorithm – Split Algorithm based on Information Theory - Split Algorithm based on the Gini Index – Overfitting and Pruning- Decision Tree Rules-Estimating predictive Accuracy of Classification methods- Classification Software.

UNIT IV

Cluster Analysis: Features of Cluster Analysis – Types of Data – Computing Distance – Types of Cluster Analysis Methods- Partitional methods – Hierarchical methods – Density based methods- cluster Analysis software.

UNIT V

Web Data Mining: Web Terminology and characteristics– Locality and Hierarchy in the Web – Web Content Mining – Web Usage Mining – Web Structure Mining – Web Mining Software.

Text book:

1. G.K Gupta, Introduction to Data Mining with Case Studies, 2nd Edition ,PHI, 2011.

Reference books:

1. David Hand, Heikki Mannila, Padhraic Smyth, Principles of Data Mining, PHI, 2008.
2. Jiawei Han, Micheline Kamber, Data Mining Concepts and Techniques, Morgan Kaufmann Publishers, 2006.
3. Gordon S.Linoff, Michael J.A. Berry, Data Mining Techniques, 3rd Edition. Wesley, 2009.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Multimedia Technology	5 hrs week
Code: 14BSCCSE62		Credits: 5

Objectives:

1. To make the students to understand the concept of Multimedia.
2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Graphical Images.

UNIT I

Introduction: Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

UNIT II

Text and Graphics: Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

UNIT III

Digital Audio and Video: Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

UNIT IV

Product Design and Authoring Tools: Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

UNIT V

Multimedia and Internet: Internet-client/server technology-communications protocol-internet addressing-internet functions-Origin of WWW-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference books:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996
2. Prabhat K.Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Project Work	5 hrs week
Code: 14BSCCSP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (C.S) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 14BSCCSS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

B.Sc (IT)

Academic Year-2014-2015

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
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Code:14BSCITL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3
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நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehL;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wfp;F top -Rujh
- 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpad; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpjifSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fh;l;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -;d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jfKhud;
- 13) tpgj;J -K. KUNf\;
- 14) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3,yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpjapay; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpjapad; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpi ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpiow;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;

- 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:12BSCITL12	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week Credits: 3

Objectives:

- 7) To expose students to functional aspects of English language.
- 8) To give them proper perspectives of life, by introducing them to the works of eminent men.

9) To develop their reading skills through reading short stories.

UNIT: I PROSE

1) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci - John Keats

UNIT: III SHORT STORY

5. Astrologers Day
6. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing, Letter writing

TEXT PRESCRIBED:

- 9) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 10) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 11) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 12) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications,

B.Sc (IT) I Year	Core	Max Marks 100
Semester – I	Principles of Information Technology	Int: 25 Ext: 75
Code: 14BSCITC11		6 hrs week
		Credits: 4

OBJECTIVES:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable the students to understand the architecture of the information system.

Unit I

Introduction: Types of computers – Characteristics of computer – Classification of Digital Computer System – Anatomy of Computer: Central Processing unit – Memory – How the CPU and Memory work.

Unit II

Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages – Peripheral devices: Memory Mapped I/O – I/O Instruction – Memory catch – Number systems: Binary Number System– Decimal Number System – Complements – Addition – Subtraction.

Unit III

Memory Unit: Primary: RAM – ROM – PROM – EPROM – EEPROM – Secondary: Magnetic tape – Hard disk – Floppy disk – CD-ROM – Input Devices: Keyboard – Mouse – Trackball – Joystick – MICR – OCR – OMR –BCR – Touch Screen – Scanner

Unit IV

Output Devices: Monitor – Characteristics of Monitor – Video standards – Printers – Plotters – Operating System: Utilities – Compilers – Interpreters – Word Processor – Spread sheets – Presentation Graphics – DBMS – Image Processor – Function of OS – Classification of OS.

Unit V

Introduction: information systems – software and data – IT in Business and Industry – IT in the Home and at Play – IT in education and Training – IT in Entertainment and the Arts – IT in science; Engineering and Mathematics – Computers in Hiding.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Catheleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	Office Automation	6 hrs week
Code: 14BSCITC12	Lab	Credits: 4

Objectives:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.
2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.

8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

B.Sc (IT) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 14BSCITA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set : Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function : inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction : Definitions and examples – Connectives :Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples : Elementary Transformation : Types of Matrices-Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph-sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices-connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chantrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

1. Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
2. Norman Biggs, Discrete mathematics, Oxford University Press, 2002.
3. A.K. Vashisth, Modern Algebra, Arise Publishers and distributors, 1st Edition, 2008.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	Introduction to Information Technology	2 hrs week
Code: 14BSCITN11		Credits: 2

Objectives:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

Unit I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

Unit II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

Unit III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

Unit IV

Input Devices: Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Classification of monitors – Characteristics of monitor – Printer – Plotter – Sound cards & Speakers.

Unit V

Software: Introduction – User Interface – Application Programs – Operating System: Introduction, Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages and types – Compilers & Interpreters – Process of compilation.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	jkpo; jhs;	Max Marks 100
Semester –II		Int: 25 Ext: 75

Code: 14BSCITL21	fij ,yf;fpaKk; ciueilAk; Novel and Prose	Hrs:6 / week Credit: 3
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நோக்கம்

கதை இலக்கியமும் உரைநடையும்; சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liuj; njhFg;G

rpWfij :

- 21) kp\pd; Afk; - GjIkg;gpj;jd;
- 22) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 23) fbjKk; fz;zPUk - fy;fp
- 24) ehw;fhyp - fp. ,uh[ehuhazd;
- 25) gspr;rp - nfh.kh. Nfhjz;lk;
- 26) k[;Dhd; - kPuhd; ikjPd;
- 27) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 28) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 29) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 30) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 17) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 18) Foe;ij uhK - t.uh.
- 19) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 20) ,e;jpa nkhopfspy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;
- 21) tho;thq;F - t.Rg. khzpf;fk;
- 22) ftpijf;fiy - m.r. Qhdrk;ge;jd;
- 23) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
- 24) Gbg;gj vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fis; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njh;w;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

- 1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL> kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625 021.
- 2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;> mk;gj;J}h;> nrd;id – 600 098.

B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 14BSCITL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

- 7) To introduce them to a few classics in English poetry
- 8) To develop their writing skills.
- 9) To give ample practice in grammar.

UNIT: I PROSE

- 3) The Gift of the Magi - O.Henry.

UNIT: II POETRY

1. The quality of mercy- Shakespeare
2. Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

5. Refund-F fitz karinthy
6. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 9) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 10) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 11) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories)Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 12) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (IT) I Year	Core	Max Marks
Semester – II		100
Code: 14BSCITC21	Programming in C &C++	Int: 25 Ext: 75
		6 hrs week
		Credits: 4

Objectives:

1. To understand the basic concept of object oriented concept.
2. To become familiar in object oriented programming.
3. To compare procedure oriented and object oriented programming.

Unit I

C tokens-constants-variables-data type-declaring and defining the variables, constants-Types of operator-expression and evaluations-operator precedence-managing input and output.

Unit II

Decision making, branching and looping: if-if else-nesting if else-else if ladder-switch-ternary-goto statement-while-do-for statement.

Unit III

Array, Character array and string: one-dimensional array-two dimensional array-multi dimensional array-string variable-reading, writing strings-string handling function

Unit IV

Principles of Object Oriented Programming (OOP) -Basic Concepts of OOP - Applications of OOPS-. Introduction to Structures in C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference – Recursive & Inline Function - Function Overloading -Friend and Virtual functions.

Unit V

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading - Operator Overloading and type Conversions. **Text book:**

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi, 2002.

Reference book:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill, New Delhi, 2003.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (IT) I Year	Core	Max Marks 100
Semester – II	C & C++ Lab	Int: 40 Ext: 60
Code: 14BSCITC22		6 hrs week
		Credits: 4

Objectives:

1. To understand the concepts of C++ programming.
2. To become familiar in object oriented programming.
3. To develop programming skills in C++.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci number
4. To check if a number is Prime Number or not
5. To Sort an Array
6. To reverse a given string and check if it is a palindrome
7. To multiply two Matrices
8. To prepare Mark Sheet- Structure

9. To perform inventory calculations- Structure
10. To prepare Mark Sheet –File
11. To perform area calculation using functions overloading.
12. To calculate volume of different shapes (3) using function overloading.
13. To perform string manipulation (three different types) using function overloading.
14. To perform arithmetic calculation (three) using functions overloading.
14. To swap two values between two classes objects using friend function.
16. To find minimum of two numbers between two class objects using friend function.
17. To find the sum of two matrices, use class and objects.
18. To overload unary minus operator which changes sign of given vector (3 elements).
19. To overload binary + operator this adds two complex numbers
20. To overload relational operator = = to compare two strings.

B.Sc (IT) I Year	Allied	Max Marks 100
Semester – II	Micro Processor	Int: 25 Ext: 75
Code: 14BSCITA21		4 hrs week
		Credits: 5

Objectives:

1. To understand basics of microprocessors.
2. To become familiar with different types of Microprocessors.
3. To understand the Importance of Microprocessor.

Unit I

Fundamentals of Microprocessor: Internal Architecture – Address bus – Data bus – Control Lines – Inside EU – Inside BIU – Memory – Timing – Wait States – Fetch & Execute Cycle.
Introduction to Programming: Assembly Language programming – Assembler Directives

Unit II

8086/8088 Instruction set – Program Structure – Subroutines –Creating programs. The Basic Microcomputer System: Microprocessor Subsystem – 8088/8086 Pin Configuration – MAX mode – MPU timing – The Bus Subsystem – 8288(Bus controller),

Unit III

Memory Subsystem – ROM - Address Decoding – BIOS and System ROMs – RAM Organization – DMA Controller – I/O subsystem – 8255 (PPI) – 8259 (PIC) – 8253 (PIT).

Unit IV

Microcomputer System Peripherals : Memory Peripherals Introduction – Digital Magnetic Recording – Floppy Disk Subsystem – I/O Peripherals Introduction – Keyboards – Video displays – The CRT-IBM PC Display Adapters – Printers – Interface standards – Modems and acoustic couplers.

Unit V

Advanced Microprocessor and Test Equipments: PS/2 System Processors 8086– Test Equipments – Logic Probs and Pulsers – Meters – Oscilloscopes – Logic Analyzers – Power Line Monitors.

Text book:

1. Stuart M.Asser, Vincent J.Stigliano, Richard F.Bahranburg, Microcomputer Servicing Practical Systems and Troubleshooting, Merrill Publishing Company – 1994.

Reference book:

1. Douglas V.Hall, Microprocessor and Interfacing: Programming and Hardware, McGrew Hill, 2002.
2. John Uffenbeck, The 8086/8088 Family- Design, Programming, and Interfacing, Prentice Hall of India Pvt Ltd, 1997.
3. Barry B.Brey, The INTEL Microprocessors-Architecture, Programming and Interfacing, Pearson Education Pvt Ltd, 2004.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	HTML Programming	2 hrs week
Code: 14BSCITN21		Credits: 2

Objectives:

1. To enrich the knowledge about HTML.
2. To enrich the knowledge about Web Designing
3. To enrich the knowledge about Forms.

Unit I

OVERVIEW OF HTML – Structure of a HTML Program – HEAD tag – BODY tag- Paragraph tag – Formatting tags (Bold-Underline-italic-strike thru-superscript-subscript).

Unit II

LISTS - Ordered list and unordered list – Marquee tag – Ruler tag – Font tag – Data Definition tag.

Unit III

TABLES – TABLE building tags and attributes of table – Table tag – Table header tag – Table row tag – Table data tag – Row span – Column span.

Unit IV

LINKS – Linking pages using anchor tag – attributes of anchor tag – image tag and its attributes – Frame tag.

Unit V

FORMS – Form tag – Input tag – Types – Text, radio, button, check, and password – Sample – Web page creation.

Text book:

1. Sybex, HTML Complete, 2nd Edition, BPB Publications, 2004.

Reference book:

1. Tim Berners-Lee, Information Management: A Proposal, CERN Publications, 1990.
2. Steven Champeon, David S.Fox, Building Dynamic HTML GUIs, John Wiley & Sons, 2004.
3. Elizabeth Castro, Html for World Wide Web, 3rd Edition, Peach pit Press, 1998.

B.Sc (IT) II Year		Max Marks
Semester –III	jkpo; jhs;	100
Code:14BSCITL31	,ilf;fhy ,yf;fpak Medivivel Literature	Int: 25 Ext: 75
		6 Hrs week Credits: 3

நோக்கம்;தாள3-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
14) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
14) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf; -ctik -cUtk; -gpwpJnkhopy; jw;FwpNgw;wk; - tQ;rgGfo;r;rp- rpNyil mzp -Ntw;Wik mzp
2) gh tiffs; 3) fbjq;fs; tiujy; -tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
4) gilg;ghw;wy; - gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc (IT) II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:14BSCITL32		Credits: 3

OBJECTIVES:

7. To introduce the functional grammar to the students.
8. To expose creative writing to the students.
9. To enhance students' communication skills.

UNIT: I PROSE

- 5) University days – James Thurber
- 6) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 5) Night of the scorpion-Nissim Ezekiel
- 6) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 5) Karma-Kushwant Singh
- 6) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 9) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
 - 10) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
 - 11) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	Database Management	5 hrs week
Code:14BSCITC31	System	Credits: 4

Objectives:

1. To know about Database concepts.
- 2.To become familiar with Database tools and their applications.
3. To enable to understand the Database Architecture.

Unit I

Data, Information and Information Processing: Definition – History – Quality of Information – Information Processing - Secondary Storage devices: Advantages – Magnetic tape – Magnetic Disk – Optical Disk.

Unit II

Introduction to Database Management Systems: Characteristics of Database – DBMS – Types of DBMS – Hierarchical Model - Network Model - Relational Model – Object Oriented Model.

Unit III

Introduction to SDLC: Software Development Life Cycle phases - Database Development Cycle (DDLC) – Database Lifecycle Model – Practical approach to Database Design – Introduction to Relational Database Management System.

Unit IV

Database architecture and data modeling: Conceptual, Physical and Logical database models – Database Design constraints – Functional Dependencies - Entity -Relationship (E-R) Modeling – Modeling symbols.

Unit V

Data Normalization: 1NF – 2NF – 3NF – BCNF - Relational Algebra and Relational Calculus: Algebra operations – Relational calculus – Backup and Recovery: Database Backup – Recovery facilities – Recovery techniques.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference book:

1. Raghu Ramakrishnan & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – III	DBMS Lab	5 hrs week
Code: 14BSCITC32		Credit: 4

Objectives:

1. To know about database concepts.
2. To enable the students to write PL/SQL programs.
3. To enable to understand the SQL Queries.

List of Programs:**SQL Queries:**

1. Interfacing with Database systems-SQL-DML Command Querying the Database
2. Creation of Database Using Integrity constraints and Making Queries.
3. Learning Built in Commands and Functions.
4. Conversion functions, miscellaneous functions and groups functions.
5. Processing of sub Queries.

PL/SQL:

1. Program using Iterative controls and Sequence Controls.
2. Program using Exception Handling
3. Program using Implicit Cursors and Explicit Cursors.
4. Application development programs like Payroll, EB bill report generation, students Details.
5. Program to join the tables.
6. Programming with Triggers.

B.Sc (IT) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	Operational Research	4 hrs week
Code: 14BSCITA31		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

Unit I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

Unit II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

Unit III

Solving the Linear Programming Problem with more than two variables: Simplex method - Computational procedure – Algorithm: General solution, Unbounded solution: Alternative Solution of LPP

Unit IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

Unit V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference book:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University Press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (IT) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	Basic Internet Programming Lab	2 hrs week
Code: 14BSCITS31		Credits: 2

Objectives:

1. To understand the basic concept of HTML & PHP.
2. To become familiar in PHP.
3. To become familiar with HTML & PHP

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for PHP using For Loop.
8. Write a program for PHP using While Loop.
9. Write a program for PHP using Break Statement.
10. Write a program for PHP using continue Statement.
11. Write a program for PHP using Function
12. Write a program for PHP Time Alert Box.
13. How to print the PHP Dialog Box?
14. Write a Program for PHP String Function.
14. Write a Program for PHP Math Function.

,uz;lkhkz;L – ehd;fhk; gUtk;	jkpo; jhs; 4.4	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BSCITL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTjk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;nghUs;-mfj;jpizfs; Gwg;nghUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpkh;rdk;

ftpij vOJy
\$W (myF)–5 ,yf;fpa tuyhW -10
m. gj;Jg; ghl;L
M. vl;Lj; njhif
. . gjpnzd; fPo;f;fzf;F

நூல்கள்
சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc (IT) II Year	Part-II – English	Max Marks
Semester –IV		100
Code:14BSCITL42	Novel and English for Competitive Examination	Int: 25 Ext: 75
		6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Visual Programming	5 hrs week
Code: 14BSCITC41		Credits: 4

OBJECTIVES:

1. To develop programming skills in GUI based language Visual Basic.
2. To develop the skills in VB programming.
3. To develop the Graphical usages

Unit I

Starting a new project -The properties of window -Common form properties -Scale properties -Color properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes

Unit II

Statements in Visual Basic --Variables -Data Types - Working with variables - Constants - Input boxes - The format function -Picture boxes -Rich Text Boxes Determine loops - Indeterminate loops -Making decisions -Select case- Nested If-Then's -The Go To -String functions -Numeric functions -Date and Time functions.

Unit III

Function procedures -sub procedures - Using the Object Browser to Navigate among your subprograms -List: One-dimensional arrays - Arrays with more than one dimension -Records (User-Defined Types).

Unit IV

The With statement - Enums -Control arrays- List and Combo Boxes -The Flex grid control - Code Modules: Global Procedures -The Do Events Function and Sub Main -Error Trapping - Creating an Object in Visual Basic -Building your own classes.

Unit V

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses, and Pie Charts. File commands -Sequential files -Random access files - File System Controls.

Text book:

1. Gray Cornell, Visual Basic 6 from the Ground up, Tata McGraw Hill Edition, 1999.

Reference book:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media, 1998.
2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press, 2005.

B.Sc (IT) II Year	Core	Max Marks 100
Semester – IV	VB Lab	Int: 40 Ext: 60
Code: 14BSCITC42		5 hrs week
		Credits: 4

Objectives:

1. To improve the creativity during Problem solving
2. To understand the basics of VB programming.
3. To develop programming skills in VB.

List of Programs: Program to perform the following String Operations

- a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
2. Program to find
 - a) Current Date and Time
 - b) Day of Given date
 3. Program to Design a Digital Clock
 4. Develop a Objective type Online Test
 5. Program to show picture Animation
 6. Program to Create a File Open Dialogue to Load a Picture
 7. Program to Design an Ordinary Calculator
 8. Student Mark Sheet processing System
 9. Library Information System
 10. EB Bill Preparation System

11. Bank Information System

12. Hospital Information System

B.Sc (IT) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Digital Principles and Applications	4 hrs week
Code: 14BSCITA41		Credits: 5

OBJECTIVES:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

Unit I

Numbers Systems and Discrete Logic: Binary Number – Binary to Decimal – Decimal to Binary – Octal – Hexadecimal – ASCII Code – Excess-3 Code – Gray Code – Transistor inverter – OR Gates – AND Gates – Boolean Algebra – NOR Gates – NAND Gates – Exclusive-OR Gates

Unit II

Circuit Analysis and Design: Boolean Law and Theorems – Sum of Product Method – K-Map Truth Tables – Pairs, Quads, Octets – K-Map Simplification – Don't care – Product of Sum of Methods – Product of Sum Simplifications.

Unit III

Data Processing and Arithmetic Circuits: Multiplexers – Demultiplexers – Decoders - Encoders – Parity Generators – Checkers – Binary Addition – Binary Subtraction – 2's & 1's Complement Representation – Complement Arithmetic – Arithmetic Building Blocks.

Unit IV

Flip- Flops, Clocks and Timers: Flip flops – Types of Flip flops: RS Flip-Flop – D- Flip-flop - JK Flip-Flop – JK Master Slave Flip-Flop – T flip-flop - 555 Schmitt Trigger – 555 Timer Astable Multivibrator

Unit V

Shift Registers and Counters: Types of Registers – Serial in Serial out – Serial in Parallel out – Parallel in Serial out – Parallel in parallel out – Ring Counter – Ripple Counter .

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw, New Delhi, 2006.

Reference book:

1. Tocci R.J Widmer.N.S. Digital Systems: Principles and Applications, 8th Edition, Pearson Education (Singapore) Pvt Ltd, 2006.
2. S.Salivahanan & S.Arivazhagan, Digital circuits and Design, Vikas Publishing Pvt Ltd, 2000.
3. M.Morris Mano, Digital Logic and computer Design, Prentice Hall, 2006.

B.Sc (IT) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week

Code: 14BSCITS41		Credits: 2
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Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Multimedia Technology	6 hrs week
Code: 14BSCITC51		Credits: 4

Objectives:

1. To make the students to understand the concept of Multimedia.

2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Multimedia.

Unit I

Introduction:

Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

Unit II

Text and Graphics:

Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

Unit III

Digital Audio and Video:

Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

Unit IV

Product Design and Authoring Tools:

Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

Unit V

Multimedia and Internet:

Internet-client/server technology-communications protocol-internet addressing-internet functions-origin of www-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference book:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Java Programming	6 hrs week
Code: 14BSCITC52		Credits: 4

Objectives:

1. To get the programming knowledge in Java.
2. To understand the concepts of object oriented programming.
3. To understand the concepts of Multithread packages and exceptions.

Unit I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

Unit II

Operators and Expressions: Arithmetic Operators – Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Type conversions - Operator precedence and associativity- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR - Jumps in loops- Labeled Loops.

Unit III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – Array- Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes – Interfaces - Visibility control.

Unit IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

Unit V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets.

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference book:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.
3. James Gosling, Bill Joy, Guy steele & Gilad Bracha,The Java Specification, 3rd Edition, Addison Wesley, 2005.

B.Sc (IT) III Year	Core	Max Marks 100
Semester – V	Java Lab	Int: 40 Ext: 60
Code: 14BSCITC53		6 hrs week
		Credits: 4

Objectives:

1. To improve the creativity during problem solving.
2. To understand the concepts of Java.
3. To develop programming skills in java.

List of Programs:

16. To perform addition of complex numbers using class and objects.
17. To perform multiplication of matrices using class and objects.
18. To perform volume calculation using method overloading
19. Using command line arguments, test if the given string is palindrome or not.
20. Using multilevel inheritance process student marks
21. Implement multiple inheritance of payroll processing
22. Package illustration
23. To illustrate built-in exceptions (any four)
24. To illustrate user defined exceptions(at least four)
25. To create multiple threads

- a) Using thread class
- b) Using Runnable interface
- 26. String manipulation using string methods
- 27. File – byte stream
- 28. File – Character stream
- 29. Applet – Graphical methods
- 30. Applet – Threads

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – V	Project Work	6 hrs week
Code: 14BSCITC54		Credit: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	Data Structures	2 hrs week
Code: 14BSCITS51		Credits: 2

Objectives:

1. To understand the concepts of Data structures.
2. To understand the concepts of Implementation of Algorithms.
3. To understand the concepts of Algorithms.

Unit I

Introduction – Basic terminology – elements of data organization – data structures – structure operations – Algorithms, complexity, time space tradeoff. Records and Pointers: Linear arrays – representation in memory – traversing linear array – inserting, deleting and sorting.

Unit II

Linked lists – introduction – representation in memory – traversing a linked list – searching a linked list – memory allocation – garbage collection – insertion into a linked list – deletion from a linked list – header linked lists – two way lists, Stacks, Queues.

Unit III

Recursion : Stacks – introduction – array representation of stack – linked representation of stack – arithmetic representation; recursion– towers of Hanoi - implementation of recursive procedures by stacks – queues – linked representation of queue.

Unit IV

Tree: Introduction – binary trees – representation binary trees in memory – traversing binary trees – traversal algorithms using stacks.

Unit V

Graphs and their applications: Introduction – graph theory terminology – sequential representation of graphs; adjacency matrix; path matrix.

Text book:

1. Data Structures, Seymour Lipschutz, Tata McGraw Hill, 2006.

Reference book:

1. Fundamentals of Data Structures, Ellis Horowitz, Sartaj Sahni, Galgotia Publishers 2004.
2. Data Structures and Algorithms, Alfred V. Aho, Jeffery D. Ullman, John E. Hopcroft, Addison Wesley Series, 2002. B000APLJR8
3. James Andrew Storer, An introduction to data structures and algorithms, Good luck Publisher, 2002.
4. Publisher, 2002.

B.Sc (IT) III Year	Skill Based	Max Marks 100
Semester – V	System Software	Int: 25 Ext: 75
Code: 14BSCITS52		2 hrs week
		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a knowledge about assemblers.
3. To acquire a knowledge about system software.

Unit I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture – RISC Machines: Ultra SPARC Architecture, Power Pc Architecture & Cray T3E Architecture.

Unit II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

Unit III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

Unit IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

Unit V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L. Back & Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference book:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhere, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (IT)IIIYear	Skill based	Max Marks 100
Semester – V	Internet Application Lab	2 hrs week
Code: 14BSCITS53		Credits: 2

Objectives:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

11. Google Search.
12. Create an Email Account.
13. Compose a Mail and Send it to your friend.
14. Attach a document to a mail.
15. Create a Group mail Account.
16. World Wide Web: Search Engines
17. Blog Creation
18. Register your details in job provider sites
19. Read the e papers.
20. Register your details in Alumni sites

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 14BSCITC61		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation.
3. To understand the concepts of Verification and Validation Techniques.

Unit I

Introduction-Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

Unit II

Software Cost Estimation-Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs

Unit III

Software Requirements Definition-The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transition tables-Finite state mechanisms-Petri nets

Unit IV

Software Design-Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

Unit V

Verification and Validation Techniques-Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects of Software Maintenance – Configuring Management

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference book:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, McGraw Hill International Book Company Edition, 2001.
2. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Book Company, 2001.
4. Ghezzi, Fundamentals of Software Engineering, 2nd Edition, Pearson Education, 2000.

B.Sc (IT) III Year	Core	Max Marks 100
Semester – VI	Web Programming Lab	Int: 40 Ext: 60
Code: 14BSCITC62		5 hrs week
		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
14. Write a Program for Math Function.

B.Sc (IT) III Year	Core	Max Marks 100
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		Int: 40 Ext: 60
Semester – VI	Multimedia Lab	5 hrs week
Code: 14BSCITC63		Credit: 4

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Networks	6 hrs week
Sub: Code: 14BSCITE61		Credit: 5

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of network.
3. To become familiar with different types & importance of Network layers.

Unit I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

Unit II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites

Unit III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

Unit IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

Unit V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference book:

1. William Stallings, Data and Computer Communications, Pearson Education, New Delhi 2002.
2. Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
3. G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (IT) III Year	Elective	Max Marks 100
Semester – VI	An Introduction to Data	Int: 25 Ext: 75
Code: 13BSCCSE62	Mining	6 hrs week
		Credits: 5

Objectives:

1. To gain an exhaustive knowledge on the fundamentals of Client server computing.
2. To gain knowledge on the fundamentals of Networks.
3. To understand the client server techniques.

Unit I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

Unit II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

Unit III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting

3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

Unit IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

Unit V

Server Operating System : Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New D Delhi, 1994.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, 2nd Edition, Prentice Hall of India, 1997.

Reference book:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.
3. Robert Orfali, T.Hudson, Dan Harkey, Client/Server Survival Guide, 3rd Edition, John Wiley & Sons, 1999.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Graphics	5 hrs week
Code: 14BSCITE63		Credits: 5

Objectives:

1. To enrich the knowledge of Computer Graphics.
2. To enrich the knowledge in graphics related algorithms.
3. To enrich the knowledge in 3d Concepts.

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 2nd Edition, Prentice Hall of India, C Version, 2007.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, Tata McGraw Hill, 1986.
2. Mitchell Waite, Computer Graphics Primer, 1st Edition, Howard w. Sams & Co, 1979.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University 2003.

B.Sc (IT) III Year	Elective	Max Marks 100
Semester – VI	Web Design	Int: 25 Ext: 75
Code: 13BSCCSE64		5 hrs week
		Credits: 5

Objectives:

1. To enable the students to understand the importance of internet and Web designing.
2. To become familiar with HTML
3. To become familiar with JavaScript, VBscript.

Unit I

Web design issues: you don't own the resources – you don't make the rules – designing your application – internet can be unreliable. **HTML:** Body and text commands – basic paragraph text tags – text styles – color values – hyperlinks – images

Unit II

JavaScript and the internet: what is JavaScript – when to use JavaScript – the limitation of java script? JavaScript Language: Embedding JavaScript in Html – variables and literals – expressions and operators – control statements and functions.

Unit III

Fundamentals of objects – Built on Objects and functions – Netscape object – The from Object – windows and frames. JavaScript in internet applications. A From example – Windows Example – Frames example – reading the cookie file.

Unit IV

Servlets- concepts of servlet- servlet-life cycle - request-response.

Unit V

The MsgBox functions – input boxes – controlling the flow or of code – building a home for your code – passing arguments into procedures – where to put procedures – intrinsic Html form controls – The button controls.

Text book:

1. Bob Breedlove et al, Web programming Unleashed, Tata McGraw Hill Publishing, 2002.

Reference book:

1. Glee Harsah Cady and Pat McGregor, Mastering the Internet, BPB, 1998.
2. Bill Evjen&Jason Beres, Visual Basic Programming Bible, Willey Publishing, 2002.
3. Ramesh Nagapan, Rebert Skoczylas&Rima Petal Sriganesh, Developing Java Web Services, Willey Dream Tech India Pvt Ltd, 2005.

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 14BSCITS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

SYLLABUS - B.BA ACADEMIC YEAR 2014-2017

BBA I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:14BBAL11		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;Yk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbjq;fs; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100 Int: 25 Ext: 75
Semester – I		6 hrs week
Code:14BBAL12	Prose, Poetry, Short Stories, Grammar and Composition	Credits: 6

Objectives:

- 10) To expose students to functional aspects of English language.
- 11) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 12) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 3) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci -John Keats

UNIT: III SHORT STORY

7. Refund -Fitzgerald
8. How much land does a man need -Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 13) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 14) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 15) Prof. A.E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 16) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.

BBA I Year	Core	Max Marks 100
Semester – 1	Principles of Management	Int: 25 Ext: 75
Code: 14BBAC11		5 hrs week
		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – Meaning, Nature, Level of Management – Administration and Management – Schools of Management Thought – F.W. Taylor, Henry Fayol, Howthronexperiments.

Unit II:

Planning – Meaning – Importance – Process of Planning – Types of plans – Single use and Repeat use plans – Forecasting – Techniques of forecasting – Decision making – Importance and process.

Unit III:

Organization – Meaning – Importance – Principles of Organization – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority –Merits and Demerits – Delegation – Barriers to delegation – Span of control – Committee – Merits and Drawbacks.

Unit IV:

Staffing – Recruitment, Selection, Training – Direction – Leadership – Importance – Qualities – Styles – Communication – Importance – Types – Barrier to Communication – Motivation – Importance – Intrinsic and extrinsic motivation.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai,2008

BBA I Year	Core	Max Marks 100
Semester – 1	Fundamentals of Computers	Int: 25 Ext: 75
Code: 14BBAC12		5 hrs week
		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – necessity of computers, computer generations – types of computers – functional computers and their interactions - input and output storage devices - application of computers

Unit II:

System software and application software – single user/multi-user operating system. DOS-features, Advantages – internal commands – files – directory – drive – setting - paths. External commands- Format, Disk copy, EXE and COM files.

Unit III:

System Requirements-Introduction to word processing-Starting MSWord, Customizing the Work Place-Types of views and styles, File management tools- Columns-Tables-Mail merge.

Unit IV:

Introduction to spread sheet, Basic skills for working with spread sheet- Short cut minus – entering, editing, protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel-Graphs and charts.

Unit V:

What is a presentation-Creating and manipulating presentation- Enhance presentation, Inserting objects- Templates-Integrating with other software.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Business Statistics	6 hrs week
Code: 14BBAA11		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

R.S.N. Pillai & V. Bhagavathi, Statistics, S. Chand & co., New Delhi, 2000

Reference Books:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics Anmol Publications Private limited New delhi, 2003
3. Jagroop Singh, Gurvinder Singh, Business Mathematics and Statistics, Kalyani Publishers, Chennai,2008.
4. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

BBA I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Introduction to Business Administration	2 hrs week
Code:14BBAN11		Credits: 2

Objectives:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the staffing.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – definition – nature of business administration – principle. Planning – Definition – characteristic – importance – advantages – limitations – steps in planning.

Unit II:

Organising – definition – steps – importance – bases – function. Territory – customer – uses of staff – delegation of authority.

Unit III:

Staffing – definition – recruitment – sources. Selection – techniques – training – methods – performance appraisal – importance.

Unit IV:

Directing – definition – elements – orders. Motivation – importance. Leadership – style – importance. Communication – meaning – process – importance – barriers – ways to overcome.

Unit V:

Controlling – meaning – steps – qualities of good control system – benefits of controlling.

Text Book:

1. L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai,2008

BBA I	Part I - TAMIL அலுவலகமேலாண்மை	Max Marks 100 Int: 25 Ext: 75 6 hrs week Credits: 3
Semester - II		
17BBAL21		

பகுதி 1

அலுவலகமேலாண்மை - இலக்கணம் - நவீன அலுவலகத்தின் அமைப்புமுறைகள் - நவீன அலுவலகத்தின் இலக்கணம் - செல்பாடுகள் மற்றும் முக்கியத்துவம் - மேலாண்மை மற்றும் அமைப்பு - அலுவலகமுறைமற்றும் அன்றாட நடவடிக்கைகள் - பணிப்போக்கு ஒப்படைப்பு செயல்முறைகள் - அதிகாரத்தை பரவலாக்குதல் - அலுவலகவளமை வகைகள் - வளமைகளைத் தயாரித்தல் - பயன்படுத்தித்தல் மற்றும் அமைப்புத்திட்டம் - பணிக்கேற்ற சூழ்நிலை-பணியை எளிதாக்குதல்.

பகுதி 2

அஞ்சலகமுறைகடிதப்போக்குவரத்திற்கும் - பதிவேடுகளைப் பராமரித்தல் - தபால்களைக் கையாளுதல் - அஞ்சல் துறையை அமைத்தல் - மையப்படுத்தப்பட்ட அஞ்சல் பணி-உள்வரும் மற்றும் வெளிதொடர்பு-வாய் மொழிதகவல் தொடர்புமற்றும் எழுத்து மூலம் தகவல் தொடர்புபதிவேடுகளை உருவாக்குதல் - எழுத்துப் பணிகள் அலுவலக அறைகள் - படிவக் கட்டுப்பாடு-வடிவமைப்பு-தொடர்பு எழுதுபொருள்.

பகுதி 3

கோப்பிலிடுதல் - நல்லகோப்பீடுமுறையின் முக்கிய அம்சங்கள் - வகைப்படுத்தல் மற்றும் வரிசைப்படுத்துதல் - கோப்பீட்டுமுறைகள் மையக்கோப்பீட்டுமுறைமற்றும் பரவலாக்கப்பட்ட கோப்பீட்டு-முறைகட்டகராதியின் பல்வேறு வகைகள்.

பகுதி 4

அலுவலக இயந்திரங்களும் சாதனங்களும் பல்வேறு சாதனங்களின் தேவைகள் - அலுவலக இயந்திரங்களைத் தேர்ந்தெடுப்பதற்கான அடிப்படைக்கோட்பாடுகள் - கணீப்பொறிமற்றும் புள்ளிவிவரங்களைத் தொகுத்தளிக்கும் இயந்திரம்.

பகுதி 5

அலுவலக அறிக்கைகள் - அறிக்கையின் வகைகள் - அமைப்புமற்றும் அறிக்கைகளின் செயலாக்கம் பொதுவணிகச் சொற்கள்.

பாடப்புத்தகம்

1. க. யரவணுடுர் மற்றும் ராமர் அலுவலகமேலாண்மை பாடப்பதிப்புக்கம் மதுரை

BBA I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 14BBAL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 10) To introduce them to a few classics in English poetry
- 11) To develop their writing skills.
- 12) To give ample practice in grammar.

UNIT: I PROSE

- 4) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

1. Some Words With a Mummy - Edgar Allan Poe
2. The Ant and the Grasshopper - W. Somerset Maugham
3. The Dying Detective - Sir Arthur Conan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 13) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 14) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 15) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 16) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Managerial Economics	5 hrs week
Code: 14BBAC21		Credits: 4

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

Sankaran, Managerial Economics, Kalyani Publications, Chennai,2000.

Reference Books:

1. V.K. Gard, Indian Economic Problems, Tata MacGraw Hill, New Delhi,2000
2. Lekhi.R.K., Managerial Economics, Kalyani Publishers, Chennai,2008.
3. Lekhi .R.K., Jasvir Singh, Business Economics, Kalyani Publishers, Chennai, 2008.
4. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd,New Delhi, 1980.
5. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005.
6. Chopra, P.N.,Managerial Economics, Kalyani Publishers, Chennai, 2008

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Computer Application in Business	5 hrs week
Code:14BBAC22		Credits: 4

Objectives:

1. To understand the basic concepts of database management system.
2. To introduce them with the popular concept like Internet and E-Commerce.
3. To create awareness on application of computers in different business perspectives.

Unit – I

Introduction to MS Access - Database – Creating Database – Overview of tables and queries – Creating Tables – Creating View – Creating Forms – Creating Reports.

Unit – II

Networking - single & multi – user systems – networking concepts – advantages – types of network, protocols. Data communication – need, E-mail, FTP, remote login, and serial & parallel data transfer.

Unit – III

Internet and its applications - history – advantages – World Wide Web - linking with internet – Internet in India.

Unit – IV

E-Commerce an overview – definition - E-business – potential benefits of E-commerce – the intranet and WWW enablers of E-commerce – Input of E-commerce Security – Organizational Topics – Implications for Accounting Profession.

Unit – V

Business Applications of Computers – payroll, personnel records – inventory control - Automated Teller Machine advantages - disadvantages - system safeguard etc., credit card – debit card - Personal Identifications number(PIN) Corporate Banking.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Business Mathematics	6 hrs week
Code: 14BBAA21		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the Commercial Arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Association of Attributes-Introduction-Different between correlation and Association – Methods of studying Association –Proportion method-Yule’s co-efficient method-Association of Three Attributes.

Unit III:

Commercial Arithmetic – Interest – Simple - Compound - normal rate – effective rate – depreciation – present value – discounting of bills – face value of bills – banker’s discount – banker’s gain – normal due date – legal due date - calculation of period for banker’s discount and true discount .

Unit IV:

Differentiation – formulate – application of derivative – marginal cost – marginal revenue – elasticity – maxima and minima conditions – problems.

Unit V:

Matrices – definition and notation – addition of matrices – multiplication of matrices – matrix inversion – solving a system of linear equations (Matrix of order up to 3 X 3) using matrix inversion – rank of a matrix – testing consistency of linear equations.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

BBA I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Entrepreneurial	2 hrs week
Code:14BBAN21	Development	Credits: 2

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Entrepreneurship – meaning – definition – entrepreneurs – definitions – role – qualities of an entrepreneur – Challenges of Women entrepreneur.

Unit II:

Product and characteristics – types of products – consumer vs industrial – durable vs non-durable – intermediate – engineering vs non-engineering – demand based – technology based products.

Unit III:

Criterion for product selection – availability of market – technology – finance – raw material – skilled labour – water – power – transport – special licenses – infrastructural facilities .

Unit IV:

Analysis for project – market analysis – technical analysis and financial analysis.

Unit V:

Report writing – format of report – institutional arrangements for entrepreneurs – TICC – SIDCO – DIC – credit facilities from banks.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr.V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.
3. Saravanavel, Entrepreneurial Development, Himalaya Publication, New Delhi, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Principles of Accounting	6 hrs week
Code:14BBAC31		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, average due date and account current and to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Text Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Financial Accounting, Pass Publication, Madurai, 2007.

BBA II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	Banking Theory Law and Practice	6 hrs week
Code:14BBAC32		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Cheques – Crossing – Meaning – Definitions – kinds of crossing - Endorsement – Meaning – Definition – Types – Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence

Unit IV:

Bank lending – Principles of sound lending - Secured Vs Unsecured advances – Types of advances – Advances against various securities.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

- 1.K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
- 2.Vassant Desai,Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
- 3.P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.
4. Maheswari S.N., Banking Law & Practice, Kalyani Publishers, Chennai, 2008.
5. R.K.Sharma, Gupta Shashi, Banking and Foreign Trade, Kalyani Publishers, Chennai 2008.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Human Resource Management	5 hrs week
Code:14BBAC33		Credits: 4

Objectives

1. To understand the meaning and concept of Human resource management.
2. To understand the role of human resource management in real situation.
3. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- a. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
2. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
3. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
4. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC	2 hrs week
Code:14BBAS33	MANAGEMENT	Credits: 2

OBJECTIVES:

1. To understand the basic concept of Strategic management.
2. To identify the situations in Strategic management.
3. To familiarize with the basic Principles, Policies of Strategic implementation

Unit – I

Strategic Management : An Introduction:- Strategy/ Strategic Management; Definitions; Levels of Strategy; Core of competence – Approaches to strategy Making; Roles of different strategies; Strategic Management Process; Benefits and Relevance of Strategic Management; Limitation – Principles of Good Strategy – Strategic Management in India.

Unit – II

Mission, Objectives and Social Responsibilities :- Mission – Elements of Mission statement; Mission and Strategy- Objectives, Goals and Targets; Factors affecting objectives; Top-down and Bottom-up Approaches; Social Responsibility of Business - Social Audit.

Unit – III

SWOT Analysis and strategy formulation:- SWOT Analysis; Techniques for Environmental Analysis; Relating SW and OT; TOWS Matrix

Unit –IV

Strategy Implementation:- Steps in strategy Implementation – Leadership implementation; communicating the strategy; annual objectives; Functional Strategies; Resource allocation; development of policies; organizational implementation; evaluation and control; approaches to strategy implementation.

Unit – V

Strategy and Structure:- Strategy structure Relationship – Organisation – Principles and Types; Strategic control – premise control; implementation control; Strategic Surveillance; Special alert Control – Business portfolio Analysis – Trends in portfolio strategy.

Reference Book:

1. Entrepreneurship strategic Management – Sharma DD
2. Strategic Managemnt of Development Programe – Samuvelpaul
3. International strategic Managemnet – Srivastava.R.M.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Communicative Skills	2 hrs week
Code:14BBAS31		Credits: 2

Objective:

1. To enable them to develop skills in spoken English
2. To ignite interest in the listeners to speak English
3. To develop them in oral communication through constant practice

Unit I:

Pronunciation of words – Referring to the dictionary for the correct pronunciation. Basic knowledge of phonetic symbols and sounds peculiar to English language.

Unit II:

communication – Process - Importance – Barriers - Oral communication skills – Answering for meetings. Seminars. Conferences.

Unit III:

Dialogue between the students for different situations including telephone conversation-correction by the master. Students to choose a topic from the available topics and record them – Master to correct grammar, pronunciation, stress and intonation.

Unit IV:

To learn new words from the programs, speaking sentences using the words. Exercise in word making – Antonyms – Prefixes and suffixes – To solve crossword puzzles which are part of the programme.

Unit V:

Nonverbal communication skills – Postures ,Gestures.

Books and Audio – visual aids recommended

1. Power vocabulary, Visual & Media Works, Chennai.
2. Learn to speak English, Visual & Media Works and Chennai.

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Information Management	2 hrs week
Code:14BBAS32		Credits: 2

OBJECTIVES:

1. To know the various aspects of management information system
2. To understand the concepts of data base management system
3. To understand the use of management information system in the functional areas management.

Unit-I

Concepts of Information – definition – historical development – communication model – mathematical – definition of information – redundancy - technical dimensions - data life cycle - value of information - in decision making and other situations

Unit-II

Data Processing – definition – evolution – needs – functions – systems – costs - transaction – data storage and Retrieval. Database – definition – characteristics - functions – advantages - providers – users - logical data concepts - data storage - types. Data base structures - file and data base organization.

Unit-III

Information system – concepts – definition – elements – characteristics - classification of system - System modeling – definition – benefits – classification – function and structure based - time referenced and uncertainty based. System Security – definition – characteristics - Layers of system security - types of security exposure.

Unit-IV

Structure of Management Information System - functions - steps in MIS design - gross and detailed design – structure - classical - activity - function and location - Client Based Structure. Issues in MIS structure – formal Vs informal. User machine interaction and extent of integration.

Unit-V

Information Based Support Systems – planning – control – decision making. Support system for knowledge management - functional areas of management - information systems for HRM, Financial Management, Marketing Management, Operations Management

Text Book:

1. Gordon B. Davis. Margrethe H.Olson. Management Information Systems, Tata McGraw Hill Publishing Company Ltd. New Delhi, 2007.

Reference Books

1. L. M. Prasad , Usha Prasad, Management Information Systems, Sultan Chand & Sons, New Delhi, 2007.
2. James A. O' Brein, Management Information Systems, Tata McGraw Hill, New Delhi,
3. Robert C. Nickerson, Business & Information Systems, Prentice hall of India Private Ltd, New Delhi, 2002.

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Working Capital Management	6 hrs week
Code:14BBAA41		Credits: 5

OBJECTIVES:

1. To enable the students to understand the concept of working capital management
2. To identify the factors of working capital management in India
3. To know the techniques and policies of working capital management

UNIT I

Introduction – nature of working capital – planning of working capital – management of working capital in India – problem aspects (simple problems only).

UNIT II

Management of cash and marketable securities – introduction – motives for holding cash – objectives of cash management- factors determining cash needs – strategies and Techniques of cash management – problem aspects (simple problems only)

UNIT III

Receivables management – Introduction - Objectives –Credit policies – credit terms – Collection policies – problem aspects (Simple problems only)

UNIT IV

Inventory Management – Introduction – objectives – Benefits – Techniques – EOQ Model – Problem aspects (Simple Problems only)

UNIT V

Working capital financing – Introduction – Trade credit – Bank credit – Commercial Papers – Certificate of deposits(CDs) – Factoring – Definition and mechanism- Problem aspects (simple problems only)

BBA II Year	Core Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Principles of Cost Accounting	6 hrs week
Code:14BBAC41		Credits: 4

Objectives:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Cost accounting – meaning – objectives – importance – advantages – cost accounting vs .financial accounting – cost accounting Vs. Management accounting – classification and elements of cost – components of total cost preparation of cost sheet

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials – labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit III:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit IV:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss
– Equivalent production.

Unit V:

Reconciliation of cost and financial accounting – meaning - need for reconciliation – procedure of reconciliation.

Text Book:

S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai,2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Problems and Solutions on Advanced Cost Accounting, Kalyani Publishers, Chennai , 2008.
2. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.
3. Dr. S.N.Maheswari , Advanced Costing, Kalyani Publishers, Chennai , 2007

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Organization Behaviour	6 hrs week
Code:14BBAC42		Credits: 4

Objective

1. To develop an understanding of interpersonal and organizational dynamics.
2. To develop the personality of an individual
3. To understand the emerging issues in organizational dynamics environment

Unit I:

Organizational Behaviour – definition – nature – key elements – distinctions – approaches. Foundation of human behaviour – challenges.

Unit II:

Individual dimensions of OB – definition - determinants – personality theories – types. Learning – theories – process – behaviour modification – attitude – perception

Unit III:

Group dynamics in organization – meaning – types – behaviour – cohesiveness – decision making – group development – stages

Unit IV:

Organizational culture – creation – sustaining – organization change process – causes of resistance to change – overcoming resistance to change

Unit V:

Organizational development – meaning – definitions – characteristics – process – methods – interventions – change agent

Text Book:

1. Shashi. K. Gupta & Rosy josh, Organizational Behaviour, Kalyani Publishers, New Delhi, 2000.

Reference Books:

1. L.M. Prasad, Organizational Behaviour, Sultan Chand, New Dehi, 2005.
2. Uma Sekaran, Organizational Behaviour, Tata McGraw Hill, New Delhi,2000.
3. Fred Luthans, Organizational Behaviour, Tata McGraw Hill, New Delhi, 2006.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Environment of Business	5 hrs week
Code:14BBAC43		Credits: 4

Objectives:

1. To provide the basic knowledge about the business environment
2. To provide a foundation to understand the subjects like business policy.
3. To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy1991-Evaluation of New Economic Policy- Privatization – nature – objectives- Public Sectors in India – growth – achievements – failures.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC’s – merits and demerits of MNC’s. Regulation globalization - challenges of globalization to Indian industry – WTO.

Text Book:

- 1.Francis Cherunilam, Business Environment Himalaya Publication Hose, New Delhi, 2008.

Reference Books:

- 1.Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
- 2.Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
- 3.Malik, Labour Law, Himalayan Publication House, New Delhi, 2005.
4. N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Retail Management	5 hrs week
Code:14BBAC44		Credits: 4

Objectives:

1. To enable the students to understand the concept of retail management
2. To enable the students to understand the various retail organizations
3. To develop the skills to understand the distribution channel in retail management

Unit I:

Retailing – meaning – evaluation – retailer in the distribution channel – retailer – functions – benefits – retailer scenario - current and future.

Unit II:

Retailing environment – economic – political – legal – technological – global competitive environment – type of competition frame work for analyzing competition

Unit III:

Retail organization and Formats – store based and non store based formats – generalist – specialist retailer – service retailing.

Unit IV:

Store management – role of store manager in store merchandising – item space allocation – arrangement self service – factor in self service – check out operations – check out system and productivity.

Unit V:

Understanding conception and consumer – changing consumer demographic – life style changes – shopping behaviour – retail and outlet choice – legal and ethical issues in retailing – retailing – Indian experience

Text Book:

1. Barry Berman and Joel R. Evans, Retail Management, PHI Publication, New Delhi, 2005.

Reference Books:

1. Michael Levy, Retailing Management, Baston A weitz Pvt Ltd. Delhi, 2007.
2. Petes Fleming, International Retail management, Jaico Publication, New Delhi, 2005.

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Organisation Development	6 hrs week
Code:14BBAA31		Credits: 5

OBJECTIVES:

1. To enable the students to know the basic concept of organization development
2. To understand the dimensions of organization development.
3. To acquaint them with the concepts of organization culture and climate

Unit – I

Organisation – Meaning – Nature – Objectives – Organisations and Change – Nature of Organisational Development – History of Organization Development – Dimensions of CD – Values of CD.

Unit – II

Organizational Development Process:- Systems Approach to Organizational Development – Process of Organizational Development – perceptions of CD – Operational components.

Unit – III

Organizational Development Interventions:- Organisational Development interventions – Nature and Type – Perspectives in OD Interventions – organization development Interventions – Managerial Grid Programme – Team Building – Life and Career planning interventions – Structure interventions.

Unit – IV

Organisational climate:- Organisational climate- Meaning - Features – Elements – Organisational culture – Meaning – Features – Impact- Significance of Organisational climate and culture – Organisational values and norms – Building Sound Organisational Climate and morale.

Unit – V

OD Strategies:- OD Strategies at work –Critical Evaluation – Conditions and Techniques for successful OD Effects – Future Prospects.

Reference Book:

1. Organisation Development – French.L.
2. Management of change and oprganisation development – Bhatia SK

BBA II Year	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:14BBAS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura's year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines-Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs -Editor – Balvinder Singh, Chandigarh – 160 019

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Production Management	5 hrs week
Code:14BBAC51		Credits: 4

Objectives

1. To understand the basic concept of production management.
2. To identify the situations under which different flow of production is justified.
3. To familiarize with the basic types of plant layouts and the factors to be considered for designing layout.

Unit – I

Production management – meaning - definition – scope – importance – objective - basic manufacturing process

Unit – II

Plant location – factors affecting plant location – multi plant location decision. Plant layout – principles – methods – types – product – process and combination layout

Unit – III

Plant maintenance – organization for maintenance – types of maintenance – safety engineering – good house keeping

Unit – IV

Production systems – continuous – intermittent – mass flow production – batch and job order production.

Unit – V

Production planning and control – objectives and functions – steps – techniques – work study – method study and work measurement.

Text Book:

Dr. P. C. Sekar, R. Ponraj, and S. Saravanan, Production Management, Enpee Publications, Madurai.

Reference Books:

1. Elwood Buffa, Production Management, John Wiley & sons, New Delhi.
2. Goel, Production Management, Pragati Prakashan (V.P) Meerut.

BBA III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Financial Management	5 hrs week
Code:14BBAC52		Credits: 4

Objectives:

1. To enable the students to understand the concept of financial management
2. To enable the students to understand the various source of finance
3. To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: - finance - definition meaning –function of finance - financial Management: definition & meaning-functions of financial management –objectives of financial management - Source of Finance- Long term and Short term Source of finance.

Unit II:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit III:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit IV:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements .

Text Books:

- 1) Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Business Mathematics, Pass Publication, Madurai, 2007
- 2) M .Pandey, Financial Management, Vikas Publishing House Pvt ltd, 2000.
- 3) S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

- 1) Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
- 2) I. M .Pandey, Financial Management- Vikas Publishing House Pvt ltd,
- 3) R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008
- 4) R.K.Sharma & Shashi Gupta, Principles of Financial Management, Kalyani Publishers, Chennai,2008

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law	5 hrs week
Code:14BBAC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Introduction to Research Methodology	5 hrs week
Code:14BBAC54		Credits: 4

Objectives:

- 1) To enable the students to understand the techniques in research methods.
- 2) To enable the students to understand the applications of research.
- 3) To develop them in preparation of research report

Unit I:

Research Methodology – introduction – meaning – objectives – types – significance – scope of business research – qualities of good research – application of research – marketing – finance – personnel.

Unit II:

Steps in research – identification – selection and formulation of research problems – research design – formulation of hypothesis – review of literature.

Unit III:

Sampling techniques – types – steps – sampling and non sampling errors – Collection of data – primary data – interview – questionnaire – observation – pilot study – check list – pretest – Secondary data

Unit IV:

Processing and analysis of data – Checking – editing – coding – transcription tabulation - hypothesis function – importance –types – characteristics

Unit V:

Interpretation and report writing – types – contents of report – steps in drafting – use of library and internet in research.

Text Books:

1. Kothari, Research Methodology Methods & Techniques, Wiley Easter Ltd Publications.

Referance Books:

1. Research Methods in social Sciences – Dr.S.Nakkiran Dr.R.selvaraju – Himalaya Publishing House.
2. Research Methodology - Dr.A.Mutafa – Nayas Publications, Madurai.
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Research Methodology, Pass Publication, Madurai, 2007

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Services Marketing	6 hrs week
Code:14BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of service marketing
- 2) To familiarize with the management of service marketing
- 3) To identify the marketing strategy to be adopted in service organization.

Unit-I

Services marketing – definition – types – natures – characteristics – difference between services and products- Services marketing management- Management demand & Supply

Unit-II

Service marketing mix – meaning – definitions – service product pricing – promotion – meaning – definitions – place in service – people in service

Unit-III

Physical Evidence - marketing strategy in services

Unit-IV

Managing Services Quality - marketing of services - bank marketing – tourism marketing - hospital marketing – airline marketing

Unit-V

Implementation of Service Marketing – factors for successful implementation, causes of implementation – project management Usage of Computers in MIS - role of computers in functional information system- functional areas – the internet and business - business opportunities on internet – security – types of electronic commerce - activities.

Text Book:

1. Vasanthi Venugopal & Raghu V.H, Service Marketing, Himalaya Publishing House, New Delhi.

Reference Books

1. Appaniah, Reddy, Service Marketing, Himalaya Publishing House, New Delhi
2. Zwass, Management information system, Tata McGraw Hill, New Delhi,1998.
3. James O.Brien, Management Information System, Tata McGraw Hill, New Delhi,1997.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Investment Management	6 hrs week
Code: 14BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of Investment Management
- 2) To familiarize with the Financial Markets
- 3) To enhance the students to understand listing of securities

Unit I:

Investment - meaning – definition – nature – need – investment environment – scope – speculation – gambling - investment principles - investment process-risks of investment-measurement of risk.

Unit II:

Financial markets – Growth of financial institutions-legislative measures-new developments-kind of financial markets-new trends of the financial market

Unit III:

Securities markets - New issue market - organization structure of NIM - function of NIM-mechanics of floating new issue-secondary stock market - definition of stock exchange-function of stock exchange.

Unit IV:

Listing of securities - scope – objectives of listing – guidelines for listing of securities – advantages of listing – disadvantages of listing

Unit V:

Stock Brokers and Investors - Functions of a Brokerage Firm – Limitations – Brokerage Information – Kinds of Brokers – Kinds of Security Buyers / Investors

Text Book:

1. C. Gopalakrishan, Investment Management, Kalayani Publishers, Chennai, 2000.

Reference Books:

1. Prithi Sing, Investment Management, Sultan Chand, New Delhi, 2005.
2. S.K. Barua, V Raghunathan J. R. Varma, Portfolio Management, Tata Mc Graw Hill, New Delhi, 2005
3. Dr.V.Avadhani, Investment Management, Tata Mc Graw Hill, New Delhi, 2005

BBA III Year	Skill Based Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code:14BBAS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

BBA III Year	Core	Maximum Marks
Semester – 6		100
Code:14BBAC61	Marketing Management	Int: 25 Ext: 75
		5 hrs week
		Credit: 4

OBJECTIVES:

1. To enable the students to understand the modern concept of marketing.
2. To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
3. To familiarize with physical distribution system.

Unit I:

Marketing – Definition – Nature – Scope – Functions – Role of Marketing – Marketing Management – Definition – Role of Marketing Management – Types of Consumers – Consumer Behaviour Model.

Unit II:

Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing and internet marketing.

Unit V:

Advertising – Objectives – Types – Benefits – Criticism against advertising – Advertising as a process of communication – Media selection.

Text Book:

P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. G.B. Gupta, Marketing Management, Sultan chand, New Delhi, 2000.
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. C.N. Sontakki, Marketing Management, Kalyani Publishers, Chennai,2008.
4. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.
5. C.N.Sontakki, Marketing Management, Kalyani Publishers, Chennai, 2008.

BBA III Year	Core	Max Marks 100
Semester – 6	Management Accounting	Int: 25 Ext: 75
Code:14BBAC62		5 hrs week
		Credits: 4

Objectives:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs. financial accounting – management accounting Vs. cost accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements ,comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – Managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget
– Budgetary control – advantages – Limitation - Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1. Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Trichy, 2008.

Reference Books:

1. S.N. Maheswari, Cost accounting, Kalyani , New Delhi, 2000.
2. Richard M. N. Lynch Robert W. Williamson, Accounting for Management, Tata McGraw Hill,2000.
3. T.S.Reddy & Y. Hari Prasad Reddy, Management Accounting and Financial Control, S. Viswanathan Publishers Pvt. Ltd., 2007.
4. S.P.Jain and K.L.. Narang, Cost accounting – Practice and theory, Kalyani , New Delhi, 2000
5. P.V. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law	5 hrs week
Code:14BBAC63		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code:14BBAE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I:

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II:

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Books:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.
2. Kanti swarup, P.K. Gupta and Manmohan, Operations Research, Tata McGraw Hill, New Delhi, 2008
3. S.D. Sharma, Operations Research, Sultan Chand, New Delhi, 2005.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi,2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales Management	5 hrs week
Code:14BBAE61		Credits: 4

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1.C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
2. Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
3. C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

BBA III Year	Elective	Max Marks 100 Ext: 100
Semester – 6	Project Work	6 hrs week
Code:14BBAP61		Credits: 5

Objectives:

1. To facilitate the students to gain the practical knowledge in the project work.
2. To enable the students to gain the Research Experience.
3. To enable the students to understand the Application of Computer.

Project Work

The project work shall be assigned to each student at the end of the fifth semester. The project report shall not be less than 80 typed pages and a copy of the report shall be submitted to the department on or before 31st March in the Sixth semester. The project report shall be valued by the external examiner.

BBA III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Personality Development	2 hrs week
Code:14BBAS61		Credits: 2

Objectives

1. To understand the human behaviour
2. To understand the factors influencing the behaviour modification of an individual.
3. To acquaint them with the various concepts of behavioural process.

Unit – I

Individual Behaviour – understanding human behaviour – factors influencing individual behaviour - model of man

Unit – II

Learning and Behaviour Modification – definition – nature – theories of learning – shaping behaviour reinforcement and its kinds – use of reinforcement – Team Development - definition, characteristics of effective Team, Importance – Types – Techniques used in Building team performance.

Unit – III

Perception – definition – nature – importance – process - factors influence the perceptual set – perceptual selection – organizing – distortion – relevance of perception.

Unit – IV

Attitude - meaning and definition – nature – components - attitudes in relation to opinion - sources – types – functions – measurement of attitude – barriers.

Unit – V

Personality – introduction – definition - personality dimension - determinations of personality - types of personality - theories of personality

Text Book:

1. Dr. P. C. Sekar, Individual Development, Enpee Publications, Madurai.

Reference Books:

1. Shashi. K. Gupta, Organizational Behaviour, Kalyani Publishers Ludhiana, New Delhi, 2004
2. R. Matchakalai, L. Saraswathi, Personality Development, Annai Publications, Madurai.
3. You can win – Shiva Khera, Macmillan India Ltd, New Delhi, Ed 2002

SYLLABUS FOR B.COM (CA) FROM THE ACADEMIC YEAR 2014-2017

B.Com I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:14BCOMRL11		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpfh; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;Yk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75

Code: 14BCOMCL12	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 13) To expose students to functional aspects of English language.
- 14) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 15) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 4) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils - William Wordsworth
2. La Belle Dame Sans Merci - John Keats

UNIT: III SHORT STORY

9. Refound - F. Scott Fitzgerald
10. How much land does a man need - Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 17) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 18) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 19) Prof. A. E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 20) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications,

B.Com (CA) I Year	Core	Max Marks 100
Semester – 1	Financial Accounting – I	Int: 25 Ext: 75
		5 hrs week

Code:14BCOMCC11	Credits: 4
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OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Fundamentals of Computers & C Programming	5 hrs week
Code:14BCOMCC12		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – Necessity of computers, Computer generations, Types of computers - Functional Computers and their interactions, Input and Output storage devices - Application of computers

Unit II:

System Requirements-Introduction to word processing-Starting MS Word, Customizing the Work Place-Types of views and styles, Columns-Tables-Mail merges. Introduction to spread sheet, Basic skills for working with spread sheet editing, protecting spread sheets- Moving, Deleting, Copying cells..

Unit III:

Overview of C – Constants, variable and data types – Operators and expressions – managing input and output operators

Unit IV:

Decision making with if statement – else if, ladder, switch statement - ? Operator – while statement, do statement, for statement. Arrays one dimensional – two dimensional and multidimensional arrays.

Unit V:

Handling of character strings – user defined functions – recursion – functions with arrays pointer declaring and initializing pointers – pointer expressions – pointer and arrays – pointer and functions
Structures – Structure definition.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

3. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
4. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (CA) I Year	Allied Subject	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Programming in C Lab	6 hrs week
Code:14BCOMCA11		Credits: 5

OBJECTIVES:

1. To enable the students to understand the basic program in C.
2. To enrich students to do different business, mathematical problems.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
14. To solve Quadratic Equation-Switch
14. To perform binary search using Function
16. To find NCR and NPR Values using function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Introduction to Accounting	2 hrs week

Code: 14BCOMCN11	Credits: 2
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OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com(CA) I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 2	mYtyf Nkyhz;ik	6 hrs week

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtlfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

AíYXL úUXôiuU - CXdLQm - S@] AíYXLj³u AúUlé êú\Ls S@] AíYXLj³u CXdLQm ùNVpTôâLs Utñm êd,VjçYm úUXôiuU Utñm AúUlé - AíYXL êú\ Utñm Au\ôP SPY⁴dúLLs T²úTôdá JltúPlé ùNVpêú\Ls - A³LôWjûR TWYXôdáRp- AíYXL Y[úU YúLLs - Y[úULú[j RVôÃjRp - TVuTájçRp Utñm U³lÀâRp - AíYXL CPYN³ - AíYXL Uú]jçú]l ùTôihLs Utñm AúUléj³hPm - T²dúLt\ ÑrçúX - T²úV GÇRôdáRp.

Tá³ 2

AgNXL êú\ L⁴RlúTôdáYWjç Utñm T³úYáLú[TWôUÃjRp - RTôpLú[d úLVôôRp - AgNp çú\úV AúUjRp - úUVlTájRlThP AgNp T² - EsYim Utñm ùYÇ ùRôPoí - Yôn ùUôE RLYp ùRôPoé Utñm Giç ØXm RLYp ùRôPoé T³úYáLú[- EìYôdáRp - Giçl T²Ls - AíYXL Aú\Ls - T⁴Yd Lháltôâ - Y⁴YúUlé - ùRôPoé Giç ùTôis.

Tá³ 3

úLôlÀâRp - SpóX úLôl@â êú\Âu êd,V AmNeLs - YúLlTájRp Utñm YÃúNlTájçRp - úLôl@há êú\Ls - úUVd úLôl@há êú\ Utñm TWYXôdLlThP úLôl@há - êú\ LhPLWô³Âu TpúYñ YúLLs.

Tá³ 4

AíYXL CVk³WeLôm NôR]eLôm TpúYñ NôR]eLÇu úRúYLS AíYXL CVk³WeLú[j úRokùRá]lTRtLô] A⁴lTúPd úLôhTôâLs - L²lúTôÈ Utñm ésÇ ÅYWeLú[j ùRôájRçdám CVk³Wm.

Tá³ 5

AíYXL AÈdúLLs - AÈdúLÂu YúLLs - AúUlé Utñm AÈdúLLÇu ùNVXôdLm ùTôç Y²Lf ùNôLs.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

Semester – II		Int: 25 Ext: 75
Code: 14BCOMCL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 13) To introduce them to a few classics in English poetry
- 14) To develop their writing skills.
- 15) To give ample practice in grammar.

UNIT: I PROSE

- 5) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

4. Some Words With a Mummy - Edgar Allan Poe
5. The Ant and the Grasshopper - W. Somerset Maugham
6. The Dying Detective - Sir Arthur Conan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 17) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 18) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 19) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 20) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (CA) I Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Financial Accounting - II	5 hrs week
Code: 14BCOMCC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to consignment and joint venture.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Visual Basic Theory	5 hrs week
Code: 14BCOMC22		Credits: 4

OBJECTIVES:

1. To enable the students to acquaint knowledge on project tools.
2. To enable the students to understand the list of arrays
3. To acquaint them with the concept of visual basic.

Unit I :

Starting a new project – The Properties of Window – Common form Properties – Scale Properties –Color properties. Types creating stand alone windows programs. Properties of command buttons – simple event procedure for command buttons. Navigation between controls – msg boxes the grid – The ASCII.

Unit II :

Statements in VB – Variables – Setting properties with code – data types – working with variables – The format function - picture boxes – rich text boxes – the printer object – determine loops – making decisions – select case – nested if – then 's the GOTO – string – functions.

Unit III:

Functions procedure – sub procedures – Advanced uses of procedures and functions – using the object browser to Navigation among your sub programs. List : Arrays – more than one dimension arrays – using lists and arrays with function and procedures.

Unit IV:

The with statement – Enums – control array - List and combo boxes – the flex grid control .
Code Modules :

Unit V

Global procedures – The Do events function and sub main – Accessing windows functions – Error trapping - creating and object in VB.

Text Book:

1. Paul Sheriff, Visual Basic, PHI Publishers, New Delhi, 1999.

Reference Books:

1. Gray Cornell, Visual basic 6.0 from the Ground Up –, Tata McGraw, New Delhi, 2000.
2. Peter Norton & Michel Groh, Guide to VB 6.0, Techmedia , New Delhi, 1998.
3. Evengelus Petrontsons, Mastering VB 6.0, BPB Publishers, New Delhi, 2000.

B.Com (CA) I Year	Allied	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Visual Basic Lab	6 hrs week
Code: 14BCOMCA21		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint the Practical knowledge on project tools.
2. To enable the students to understand the list of arrays in VB programs
3. To acquaint them with the concept of visual basic

Write the program

- 1) Objective type Questionnaire
- 2) Arithmetic calculator
- 3) Design a clock
- 4) Design a calculator
- 5) Menu creation – with simple file and edit option.
- 6) Designing a color mixer using basic colors.
- 7) Picture Animation
- 8) Sequential file writing and reading
- 9) Viewing records using data control
- 10) Adding records to database using data control

B.Com (CA) I Year	Non – Major Elective	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Advertising and Sales Promotion	2 hrs week
Code: 14BCOMCN23		Credits: 2

OBJECTIVES:

1. To equip the students in Advertising Media
2. To equip the students in Environment of Advertising
3. To get knowledge about the Industrial Advertising in India

Unit I:

Advertising: Nature and Scope of Advertising – Type – Functions – Advertising and Ethics – Industrial Advertising in India – Difference between Advertisement and publicity.

Unit II:

Advertising Agency: The Advertiser – advertising agency – functions, structure – profile of India's top 5 advertising agencies.

Unit III:

Creating Advertisement and Commercials: Creativity, Create Advertisement copy, Copy writer, and elements of Advertisement copy – Types

Unit IV:

Advertising Media: Media Types – Strategy and planning – Print media – Electronic Media

Unit V:

Sales Promotion – meaning – importance – tools – techniques – sales promotion through merchandising – merits and limitations.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management , Sultan Chand, New Delhi,2004..

Reference Books:

1. J. John Burnett, Promotion Management, Tata McGraw Hill, New Delhi, 2000.
2. Sethia & Chunawalla, Foundations of Advertising Theory and Practice, Sultan Chand, New Delhi, 1999.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi,2004

B.Com (CA) II Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 3	Partnership Accounting	6 hrs week
Code:14BCOMCC31		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the basic principles of partnership accounts
- 2) To enable the students to understand the procedure of partnership accounts
- 3) To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit I:

Partnership – definition – provisions relating to partnership accounting – Fixed and fluctuating Capitals - appropriation of profits – past adjustments – guarantees – Admission of partners – goodwill – revaluation of assets & liabilities – accumulated profit and losers and reserve.

Unit II:

Retirement of partners – transfer of balances due to retired partner – purchase of retiring partners share by the remaining partners – Death of a partner – Treatment of joint life policy – settlement of amount due to legal representatives.

Unit III:

Amalgamation of partnership firms – Sale to a Company

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++	5 hrs week
Code: 14BCOMCC32		Credits: 4

OBJECTIVES:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) TO enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Unit I:

Object – Oriented Programming – Introduction - benefit – Application – Beginning with C++
Tokens – expressions and control structures.

Unit II:

Functions in C++ - Classes and Objects – constructors and destructors

Unit III:

Operator over loading and data type conversions – Inheritance – Extending classes – pointers
– Virtual
functions and – polymorphism.

Unit IV:

Managing console I/O operations – working with files – templates.

Unit V:

Exception handling – Introduction – Introduction to the standard template library –
manipulating
Strings

Text Book:

1. E. Bala gurusawamy, Object Oriented Programming in C++, Tata McGraw, New Delhi, 2005.

Reference Book:

1. Yaswath Kanetkar, Let Us C++, Tata McGraw Hill, New Delhi, 2005.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++ Lab	6 hrs week
Code: 14BCOMCC33		Credits: 5

Objectives:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) To enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Write the Program to find

- 1) Find the Fibonacci Series
- 2) Whether a given number is odd or even.
- 3) Print odd numbers between 1 to N.
- 4) Convert integer in the range 1 to 100 in words.
- 5) Arrange a set of numbers in ascending and descending order.
- 6) Write a program to compare two files and printing the character position where they are equal where they are differ.
- 7) Write a program to create any two related files and merging the fields.
- 8) Write a program in payroll using structures.
- 9) Write a program in storage management system using pointers.

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Business Statistics	6 hrs week
Code: 14BCOMCA31		Credits: 5

OBJECTIVES:

- 1) To help the students to conduct a statistical investigation
- 2) To apply statistical tools for analysis of data
- 3) To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	E – Commerce	2 hrs week
Code: 14BCOMCS31		Credits: 2

Objectives:

- 1) To enable the students to understand Import and Export Procedure
- 2) To enable the students to understand the Import and Export Documentations
- 3) To enable the students to Packing and Marketing

Unit I

Electronic Commerce Framework – anatomy of E-Com Application – organization application – consumer application – internet technology

Unit II

WWW as architecture - consumer oriented applications – mercantile process models – types of electronic payment system.

Unit III

Document library – types of digital documents – issues begin document infrastructure – corporate data warehouse

Unit IV

Advertising on internet – chatting the online marketing process – E-Com catalogs – information filtering

Unit V

Computer based education and training – digital copy rights – tele script agent language – scale – tel – applets – software agent in action

Text Book:

1. Vijayalakshmi sundaram, E-Commerce, Meenakshi Pathipagam, Madurai, 2005.

Reference Books:

1. Ravikala kota and Andrew whiston AB Frontier, Electronic Commerce, Tata McGraw Hill, New Delhi, 2005.
2. David Whitely, Technologies and Applications, Tata McGraw Hill, New Delhi, 2002
3. Kamallesh K.Bajaj , Debajan, Nag , E- Commerce the cutting edges of Business, Tata McGraw Hill, New Delhi, 2000

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Fundamentals of Internet and Web Technology	2 hrs week
Code:14BCOMCS32		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on computer networks
2. To defining web server
3. To acquaint them with the VB script.

Unit I:

Computer Networks – Topologies – Layers – Bridges, Routers, and Gateways – Types of Networks.

Unit II:

Basics of Internet – Address and Names for the Internet, web objects and sites – e-mail – World Wide Web – File Transfer.

Unit III:

Web Server – types – internet chat. The Proxy Server – The Virus menace, – Firewalls – Browser types – Data security.

Unit IV:

Creating a Web-Site – Hyper Text and HTML – Document structuring tags – Special tags, HTML – XML

Unit V:

Introduction to Search Engines – Channels push technology. Wireless Application – Protocols – Architecture, –WML Architecture – application.

Text Book:

- 1) Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2000.

Reference Books:

1. Bob Breedloveetal, Web programming Unleashed, Dream Tech Press, New Delhi, 2000.
2. Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2005.
3. Daniel Minoli, Emma Minoli, Web Commerce Technology Handbook, Tata McGraw Hill Publishing Co., Ltd., 1999.
4. Raj Kamal, Internet and Web Technologies, Tata McGraw Hill Publishers, New Delhi, 2002.
5. Paul J.Perry, World Wide Web Secrets, Comdex Computer publishing, New Delhi, 1996.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MS OFFICE Lab	5 hrs week
Code: 14BCOMCS33		Credits: 5

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentations.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com (CA) II Year	Value Education	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Culture and Heritage of India	2 hrs week
Code:14BCOMCV31		Credits: 2

Objective:

1. To impart the basic knowledge on cultural heritage of India
2. To inculcate traditional values
3. To introduce the leaders of Indian renaissance with an aim inculcating a feeling of patriotism in the minds of students

Unit I:

History of Indian Heritage – Prevedic Harappa culture – (Before 1400 the) Early Vedic Age (1400 BC – 1000 BC), Later vedic age (1000 BC – 600 BC) Emergence of Buddhism (600 BC – 320 BC), Mauryan, Gupta Period (320 BC – 647 – AD), Philosophical system of Sri Sankara and Sri Ramanuja (AD 647 – 1200), Mughal Empire (AD 1192 – 1707), British rule (1707 – 1947)

Unit II:

Language & Literature: Sanskrit, Four Vedas, Epics – The Ramayana, The Mahabharatha, Puranas – Mahapuranas and Upapuranas – aims of the Puranas, Dharma Sastra.

Unit III:

Indian Philosophy – Indian origin - Hinduism, Jainism, Buddhism, Sikhism, Non Indian origin, Islam, Christianity, Zoroastrianism, Concept of Religion, Unity of religion.

Unit IV:

Indian culture – General feature, Fundamental values, Ethical values, syntheses of culture. Profiles of philosophers – Adi sankara, Sri Ramanuja, Sri Madhavacharya, Swami Sivananda.

Unit V:

Leaders of the Indian Renaissance Raja Ram Mohan Ray, Swami Dayanada Saraswathi, Sri Ramakrishna Paramhansa, Vivekananda, National Leaders Anni Besant, Dadabhai Naoroji, Tilak, Lala Lajpat Roy, Gokhale, Gandhi, Nehru, Vinobabave, Ambedkar, Bose, Kamaraj, EVR,

References

1. Ananthanarayanan. N., From Man to God - The Inspiring Life – Story of Sri Swami Sivananda, Sivananda Press, Durban, 1998.
2. Swami Childbhavananda, Ed., The Bhagavad Gita, Tapovanam Printing School, Tirupparaiturai,
3. Sri Swami Sivananda. Lives of Saints. The Divine Life Society, Uttaranchal, 2005.
4. Marie Mignon Mascarenhas. Family Life Education - Value Education. Sevasadan Training Institute, Bangalore, 1993.
5. Chinmaya Yuva Kendra, Awakening Indians to India, Chinmaya Yuva Kendra Mission Publication, Mumbai .2008

B.Com(CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Corporate Accounting - I	6 hrs week
Code: 14BCOMCC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

Unit I:

Issue of shares –accounting procedure for issue of equity & preference shares at par and discount and premium – calla in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures.

Unit II:

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

Unit V:

Liquidator's final statement

Text Book:

S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai,2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi,2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Cost Accounting	5 hrs week
Code: 14BCOMCC42		Credits: 4

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4		5 hrs week
Code: 14BCOMCC43	Oracle and its Application	Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

Unit I

Data base –Definitions and Examples-Decentralized and centralized storage-database versus traditional file processing.

Unit II

DBMS concepts-Distributed database roles in the DBMS environments-database Architecture-schema.

Unit III

Three schema structures-logical, physical and data independence-database Languages and interfaces-data models-classification of models: hierarchical, network, relational, object-based data models.

Unit IV

Transaction states-commit point, Rollback-concurrency control techniques-Locking-techniques and types of Locking-time stamping and multiversions-Data integrity, Database security and authorization-Backup and recovery.

UNIT-5:

Relational model-Domains, Table(relations),Tuples(rows) and attributes-Relationship and their types-Normalization –First, second, Third, Fourth Normal forms- Decentralization-Triggers and Cursors

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RDBMS Lab - ORACLE	6 hrs week
Code: 14BCOMCC44		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

List of Programs

1. Data Definition Language (DDL) commands in RDBMS.
2. Data Manipulation Language (DML) and Control Language (DCL) commands in RDBMS.
3. High-Level Language extension with Cursors.
4. High-level Language extension with Triggers.
5. Procedures and Functions.
6. Embedded SQL.
7. Database design using E-R Model and Normalization.
8. Design and Implementation of Payroll processing system.
9. Design and Implementation of Banking system.
10. Design and Implementation of Library Information system..

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Business Mathematics	6 hrs week
Code: 14BCOMCA41		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

UNIT III:

Commercial arithmetic-simple & compound interest - present value-discounting of bills-face value of bills-banker’s discount-banker’s gain-normal due date-legal due date-calculation of period for bankers discount and true discount.

UNIT-IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and subtraction – Multiplication – Properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

UNIT -V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power Function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function – Derivative of the quotient of a Two Function – Derivative of the Function of a Function –

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (CA) II Year	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:14BCOMCS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura's year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva,Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines-Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs -Editor – Balvinder Singh,Chandigarh – 160 019

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Human Resource management	5 hrs week
Code: 14BCOMCC51		Credits: 4

Objectives

4. To understand the meaning and concept of Human resource management.
5. To understand the role of human resource management in real situation.
6. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- b. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

5. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
6. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
7. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
8. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Income Tax Law And Practice – I	5 hrs week
Code: 14BCOMCC52		Credits: 4

OBJECTIVES:

1. To help the students to gain knowledge of Income Tax Law and Practice.
2. To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
3. To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

- c. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law – I	5 hrs week
Code: 14BCOMCC53		Credits: 4

OBJECTIVES:

1. To understand the impact of business law on business
2. To provide the students with the latest development in the field of business law
3. To equip the students with, the application of business law on practical situations.

Unit I:

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II:

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III:

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V:

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Technology	5 hrs week
Code: 14BCOMCC54		Credits: 4

OBJECTIVES:

1. To make the students to understand the concept of multimedia.
2. To understand the concept of multimedia techniques.
3. To enrich the knowledge of about multimedia.

Unit I:

Introduction- Objectives-History of Multimedia-Its market- copyright- Resources for multimedia developers- Types of products-Evolution –Hardware Architecture- software library – drivers.

Unit II:

Text and Graphics –Elements of text-text data files-using text in multimedia application-hypertext-elements of graphics-images and colors-graphics files and application formats-obtaining images for multimedia use – using graphics in applications.

Unit III:

Digital Audio and video- Characteristics of sound and digital audio-digital audio systems-MIDI – audio for content -background as video- characteristics of digital video-digital video data sizing- video capture and play back systems- computer animations.

Unit IV:

Product design and authoring tools-Building blocks-classes of products-content organizational strategic – story boarding-multimedia tool features - categories of authoring tools-selecting the right authoring paradigm.

Unit V:

Multimedia and internet- internet- client/server technology-communication protocols- internet addressing –internet functions-origin of www- html and web authoring- web page development- multimedia consideration for web pages.

Text Book:

1. David Hillman, Multimedia technology and applications, Golgotha Publications 1998.

Reference Book:

1. Tay Vaughan, Multimedia making its work , Tata MC GrawHill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design , Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	JAVA LAB	6 hrs week
Code: 14BCOMCE51		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint knowledge on constants and data types.
2. To understand in defining a class and accessing class.
3. To acquaint the students with the applets and files.

List of Java programming

- 1) Arrays and flow control statements.
- 2) Runtime Exception and I/O exception.
- 3) Multithreading.
- 4) Layout management.
- 5) GUI Components (Labels, Check box, Menus, Text, etc.,)
- 6) Event handling (Focus Events, Key Events, Paint Events, Text Events, Mouse Events, Windows Events, etc.,)
- 7) Animation and Images.
- 8) Java applet.
- 9) Java files management methods.
- 10) Java streams.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Lab	6 hrs week
Code: 14BCOMCE52		Credits: 5

OBJECTIVES:

1. To make the students to understand logic of Multimedia.
2. To understand Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code: 14BCOMCS52		Credits: 2

OBJECTIVES:

1. To give practical knowledge on accounting through computers.
2. To enable the students to understand the Tally
3. To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Management Accounting	5 hrs week
Code: 14BCOMCC61		Credits: 4

OBJECTIVES:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting vs. cost accounting – limitations of management accounting.

Unit –II

Analysis and interpretation of financial statements - common size statements, comparative statements – Trend analysis. Ratio analysis – meaning – classification ratio – Coverage ratio, Turnover ratio, Financial ratios – Advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

Unit –III

Cash flow and funds flow statements(simple problems only) – Importance – Steps in Preparation – Managerial uses. Changes in working capital. Preparation of funds from operation – Funds Flow statement.

Unit –IV

Cost – volume – profit analysis – marginal costing and break – even analysis - application of managerial costing for managerial decision. Marginal costing – Advantages, Disadvantages.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages – Limitation – Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1.S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1.S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2.P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3.Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law - II	5 hrs week
Code: 14BCOMCC62		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Income Tax Law and Practice - II	5 hrs week
Code: 14BCOMCC63		Credits: 4

OBJECTIVES:

1. To enable the students to gain knowledge of the provisions of the income tax law and their application.
2. To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
3. To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code: 14COMCE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (CA) Final Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales management	6 hrs week
Code: 14BCOMCE62		Credits: 5

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 1) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 2) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 3) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (CA) III Year	Elective	Max Marks 100 Ext: 100
Semester – 6	Project Work	6 hrs week
Code: 14BCOMCP61		Credits: 5

Objectives:

1. To facilitate the students to gain the practical knowledge in the project work.
2. To enable the students to gain the Research Experience.
3. To enable the students to understand the Application of Computer.

PROJECT WORK

The project work shall be assigned to each student at the end of the fifth semester. The project report shall not be less than 80 types written pages and a copy of the report shall be submitted to the department on or before 31st March in the Sixth semester. The project report shall be valued by the external examiner.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int: 100
Semester – 6	Commerce Practice	2 hrs week
Code: 14BCOMCS61		Credits: 2

Objectives:

1. To enable the students to under the commerce practice
2. To enable the students to prepare the various forms in the business firms
3. To enable the students to understand the stock exchange

Unit I:

Filling up of Money order form – Telegram form, Layout of a business letter, designing of forms for office purpose, Preparation of Vouchers, Invoice and Cash receipts – Telephone Etiquette – Handing of Visitors. Format of Joint Stock Company Balance sheet model of partnership deed

Unit II:

Cost sheet Specimen of Stock Sheet / Register, payroll/wage Sheet, Form of Bin and Time Card, Filling of martial order and martial requisition, Issue register Chart of an Organization structure.

Unit III:

Filling up of an account opening form ,Knowledge of various forms used in day –to- day banking – Cheque – pay –in-slip Withdrawal form – Transfer form – Draft, Form of Bill exchange and promissory note, Fixed deposit Receipt ,Safe Custody Receipt, form of letter of Credit, Currencies of different countries, ATM, Debit and Credit Card.

Unit IV:

Collection of different types of advertisement, Preparation of advertisement copy, analyzing brand names – Publishing the products in the market.

Unit V:

Filling up of Equity share application and mutual fund form, share, mutual fund and Bond certificates. Procedure of sending share certificate along with Transfer deed for name transfer, Dividend warrant, filling up of Proxy form.

Note: Students have to submit a practical note book consisting of the specimen format of all the above document mentioned in the syllabus.

SYLLABUS FOR B.COM FROM THE ACADEMIC YEAR 2014-2017

B.Com I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:14BCOMRL11		Credits: 3

Nehf;fq;fs;:

4. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
5. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
6. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;Yk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (Reg) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:14BCOMRL12		6 hrs week

	Composition	Credits: 6
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Objectives:

- 16) To expose students to functional aspects of English language.
- 17) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 18) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 5) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci -John Keats

UNIT: III SHORT STORY

11. Refund -Fitzgerald
12. How much land does a man need -Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 21) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 22) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 23) Prof. A.E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 24) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.

B.Com (Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Financial Accounting – I	5 hrs week
Code:14BCOMRC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com(Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Principles of Management	5 hrs week
Code: 14BCOMRC12		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit – I

Management – Meaning, Nature, Level of Management – Schools of Management Thought – F.W. Taylor, Henry Fayol - Administration vs Management.

Unit –II

Planning – Meaning- Importance – Process of planning – Forecasting – Techniques of Forecasting – Decision making – Importance and process.

Unit –III

Organization – Meaning – Importance – Principles of Organizations – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control.

Unit –IV

Staffing – Recruitment, Selection, Training – Direction – Leadership- Importance – Qualities- styles- Communication – Importance types – Barriers to communication - Motivation, Financial and Non Financial.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

1. L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.BGupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.

B.Com(Reg) First Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Managerial Economics	6 hrs week
Code:14BCOMRA11		Credit: 5

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand or sales forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2000.

Reference Books:

1. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005
2. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai, 2008.
3. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd, New Delhi, 1980.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Introduction to Accounting	2 hrs week
Code: 14BCOMRN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:14BCOMRL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

AíYXL úUXôiuU - CXdLQm - S@] AíYXLj¾u AúUlé êú\Ls S@] AíYXLj¾u CXdLQm ùNVpTôâLs Utñm êd,VjçYm úUXôiuU Utñm AúUlé - AíYXL êú\ Utñm Au\ôP SPY¾dúLLs T¾úTôdá JltúPlé ùNVpêú\Ls - A¾LôWjûR TWYXôdáRp- AíYXL Y[úU YúLLs - Y[úULú[j RVôĀjRp - TVuTájçRp Utñm U¾lĀáRp - AíYXL CPYN¾ - AíYXL Uú]jçú]l ùTôihLs Utñm AúUléj¾hPm - T¾dúLt\ Ār;úX - T¾úV GÇRôdáRp.

Tá¾ 2

AgNXL êú\ L¾RlúTôdáYwç Utñm T¾úYáLú[TWôUĀjRp - RTôpLú[d úLVôðRp - AgNp çú\úV AúUjRp - úUVlTájRlThP AgNp T¾ - EsYim Utñm ùYç ùRôPoí - Yôn ùUôĒ RLYp ùRôPoé Utñm Gijç ØXm RLYp ùRôPoé T¾úYáLú[- EìYôdáRp - Gijçl T¾Ls - AíYXL Aú\Ls - T¾Yd Lháltôá - Y¾YúUlé - ùRôPoé Giç ùTôis.

Tá¾ 3

úLôlĀĀáRp - SpóX úLôl@á êú\Āu êd,V AmNeLs - YúLlTájRp Utñm YĀúNlTájçRp - úLôl@há êú\Ls - úUVd úLôl@há êú\ Utñm TWYXôdLlThP úLôl@há - êú\ LhPLWô¾Āu TpúYñ YúLLs.

Tá¾ 4

AíYXL CVk¾WeLôm NôR]eLôm TpúYñ NôR]eLçú úRúYLS AíYXL CVk¾WeLú[j úRokùRáLTrtLô] A¾lTúPd úLôhTôâLs - L¾lúTôĒ Utñm ésç ĀYWeLú[j ùRôájRçdám CVk¾Wm.

Tá¾ 5

AíYXL AÈdúLLs - AÈdúLĀu YúLLs - AúUlé Utñm AÈdúLLçú ùNVXôdLm ùTôç Y¾Lf ùNôLs.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

B.Com (Reg) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 14BCOMRL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 16) To introduce them to a few classics in English poetry
- 17) To develop their writing skills.
- 18) To give ample practice in grammar.

UNIT: I PROSE

- 6) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

7. Some Words With a Mummy - Edgar Allan Poe
8. The Ant and the Grasshopper - W. Somerset Maugham
9. The Dying Detective - Sir Arthur Conan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 21) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 22) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 23) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 24) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (Reg) I Year	Core	Max Marks 100
Semester – 2	Financial Accounting - II	Int: 25 Ext: 75
Code:14BCOMRC21		5 hrs week
		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to account current and Average due date.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (Reg) I Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 2	Company Organization	5 hrs week
Code: 14BCOMRC22		Credits: 4

OBJECTIVES:

1. To acquire a basic knowledge about company organization.
2. To develop skills so as to apply in the company's various practical situations.
3. To understand the various procedures of company organization.

Unit I:

Company- Definition-Features-Kinds of companies-Company formation- promotion & incorporation-steps and formalities – Memorandum of association – Articles of association

Unit II:

Prospectus – definition – issue – registration – statement in lieu of prospectus – issue of shares and Debentures-various classes-Allotment-calls on shares- Transfer- Transmission of shares-Issue of share certificates and share warrants.

Unit III:

Board of Directors – Managing directors, General Manager-Status-Appointment-Rights-Duties and Liabilities-Secretary and Auditors-Status-Appointment-Termination-Remuneration

Unit IV:

Company meetings – kinds of meetings – issue of notice – agenda – quorum – proxies - motions and resolutions.

Unit V:

Winding up – meaning – kinds – modes – procedure of winding up by the court – voluntary winding up - reasons.

Text Book:

1. N.D. Kapoor, Elements of Mercantile Law, Sultan Chand, New Delhi, 2005.

Reference Book:

1. R.Thirunavukkarasu M.Shanthi, Company Organization- Merit India Publications, Madurai
2. R.S.N. Pillai & V. Bhagavathi, Business law, Sultan Chand, New Delhi, 2000.

B.Com (Reg) I Year	Allied	Max Marks 100
Semester – 2	Principles and Practice of Insurance	Int: 25 Ext: 75
Code:14BCOMRA21		6 hrs week
		Credits: 5

OBJECTIVES:

1. To familiarize the students with the basic principles and practice of insurance.
2. To expose the students about Life Insurance and General Insurance
3. To enable the students to be familiar with Insurance Business in India

Unit – I

Insurance – Origin – Meaning – Nature – Scope – Types – Elements – Objective – Function – Principles – Contract of Insurance – Essentials – Insurable Interest.

Unit – II

Life Insurance – Nature – annuities – selection of risk – measurement of risk and mortality table – calculation of premium – Treatment of sub – Standard risk – the reserve – investment of funds – surrender value – valuation and surplus. Types of policies – Good Faith, Insurable interest, indemnity, subrogation.

Unit – III

Fire Insurance: nature and uses of fire insurance – Fire insurance contract – kinds of policies – policy conditions – rate fixation in fire insurance. Settlement of claims – under insurance

Unit – IV

Marine insurance: nature of marine insurance contract - marine insurance policies – policy conditions – premium calculations – marine losses – Payment of claims.

Unit – V

Other Insurance : Motor Insurance, Burglary and personal accident insurance. Agriculture insurance – Crop Insurance

Text Book:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2005

Reference Books:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 1999.
2. Venkopal Rao, Insurance Law in India, Tata McGraw Hill, New Delhi, 2000.
3. Smith, Marine Insurance, New Book House, Chennai, 1997.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	Advertising and Sales Promotion	2 hrs week
Code: 14BCOMRN23		Credits: 2

OBJECTIVES:

1. To equip the students in Advertising Media
2. To equip the students in Environment of Advertising
3. To get knowledge about the Industrial Advertising in India

Unit I:

Advertising: Nature and Scope of Advertising – Type – Functions – Advertising and Ethics – Industrial Advertising in India – Difference between Advertisement and publicity.

Unit II:

Advertising Agency: The Advertiser – advertising agency – functions, structure – profile of India's top 5 advertising agencies.

Unit III:

Creating Advertisement and Commercials: Creativity, Create Advertisement copy, Copy writer, and elements of Advertisement copy – Types

Unit IV:

Advertising Media: Media Types – Strategy and planning – Print media – Electronic Media

Unit V:

Sales Promotion – meaning – importance – tools – techniques – sales promotion through merchandising – merits and limitations.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management , Sultan Chand, New Delhi,2004..

Reference Books:

1. J. John Burnett, Promotion Management, Tata McGraw Hill, New Delhi, 2000.
2. Sethia & Chunawalla, Foundations of Advertising Theory and Practice, Sultan Chand, New Delhi, 1999.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi,2004

B.Com (Reg) II Year	Core	Max Marks 100
Semester – 3	Partnership Accounting	Int: 25 Ext: 75
Code:14BCOMRC31		6 hrs week
		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic principles of partnership accounts
2. To enable the students to understand the procedure of partnership accounts
3. To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit –I

Partnership – Definition - Provisions relating to partnership accounting - Fixed and fluctuating capitals – Past adjustments – Guarantees – Admission of partners- goodwill – revaluation of assets & liabilities - Sacrificing Ratio

Unit –II

Retirement of partners – transfer of balances due to retired partner - purchase of retiring partners share by the remaining partners - Death of a partner – treatment of joint life policy - Gaining Ratio.

Unit –III

Dissolution of partners – Accounting Treatment

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai,2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi,2000.

B.Com (Reg) II Year	Core	Maximum Marks 100
Semester – 3		Int: 25 Ext: 75
Code: 14BCOMRC32	Marketing Management	5 hrs week
		Credit: 4

OBJECTIVES:

- 1) To enable the students to understand the modern concept of marketing.
- 2) To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
- 3) To familiarize with physical distribution system.

Unit –I

Marketing Management – Definition – Objectives – Functions – Role – Principles.

Unit II:

Market segmentation – bases for segmenting the market – need for segmentation - Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing – Logistics management

Unit V:

Internet marketing – marketing challenges of the liberalized economy – global marketing strategies for Indian firms.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. Philip Kotler, Marketing Management, Sultan chand, New Delhi, 2000
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

B.Com (Reg) II Year	Core	Maximum Marks 100
Semester – 3	Banking Theory Law and Practice	Int: 25 Ext: 75
Code: 14BCOMRC33		6 hrs week
		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.

2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Negotiation – characteristics – alteration of negotiable instrument – material and immaterial alteration – Cheques – Crossing – Endorsement – Meaning – Definitions – kinds of crossing - Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence.

Unit IV:

Bankers lien – Pledge – Hypothecation – Mortgage – principles of sound lending – advances against goods – document of title of goods – bill of lading – dock warrant o ware house receipts – delivery order – life policies – Fixed Deposit Receipts.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
2. Vasant Desai, Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
3. P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.

B.Com (Reg) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Business Statistics	6 hrs week
Code: 14BCOMRA31		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data

- To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

- R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

- Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
- S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
- S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Introduction to Computers	2 hrs week
Code: 14BCOMRS31		Credits: 2

OBJECTIVES:

- To understand the basic components and function of computer
- To understand the concept of Windows and Unix

- To understand the concept hardware and software.

Unit I

Introduction to computers – Basic Components and functioning of the Computers - Evolution of Computers- Types of computers

Unit II

Hard ware of a Personal Computer-storage devices and media – Software Evolution- Concepts of –Files and Directories

Unit III

Operating system- Functions of operating system- Classification of operating system- Introduction to Ms- Dos-Dos Commands

Unit IV

Overview of UNIX operating system – UNIX files system- Working with files- file permissions- File security and directories- Vi editor.

Unit V

Windows 2000- Windows setup- Adding or Removing windows component- Multimedia- Network- Explorer

Text book:

- Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

- T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
- T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Computer Application in Business	2 hrs week
Code:14BCOMRS32		Credits: 2

OBJECTIVES:

- To acquaint knowledge on word and excel
- To defining internet and its uses
- To acquaint them with the power point and access

Unit I:

Word – introduction – components – creating word document – types of views - creating tables - mail merge

Unit II:

Excel – introduction – components – entering data in excel – creating & working with formula - functions & database in Excel-Chart.

Unit III:

Power point – introduction – types of views – opening & existing presentation – inserting objects.

Unit IV:

MS-Access – introduction – database objects – data types entering & editing records in forms.

Unit V:

Internet – introduction – www – websites – modem receiving & replying E-Mail - internet explorer - Netscape.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MS OFFICE Lab	2 hrs week
Code: 14BCOMRS33		Credits: 2

Objectives:

1. To enable the students to understand the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.

3. To enable the students to understand the Power Point presentation.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Corporate Accounting – I	6 hrs week
Code: 14BCOMRC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

UNIT I

Issue of shares – accounting procedure for issue of equity & preference shares at par and discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures – Bonus issue of shares.

UNIT – II

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

UNIT – V

Liquidator's final statement

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.

2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.

3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Cost Accounting	5 hrs week
Code: 14BCOMRC42		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the costing and cost accounting
- 2) To understand the concept and types of cost
- 3) To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Entrepreneurship Development	6 hrs week
Code:14BCOMRC43		Credits: 4

OBJECTIVES

- 1) To make them to know about the new entrepreneur
- 2) To encourage them to get grants from financial institutions
- 3) Through their project report they can take a new decision making

Unit-I

Entrepreneur - Entrepreneurship – meaning – definition - importance – characteristics – type – qualities - role of entrepreneurs in Economic development.

Unit-II

Factors affecting entrepreneurial growth – economic – social – cultural – personality - psychological and sociological factors – theory of need achievement.

Unit-III

Institutional Finance to entrepreneurs – IFCI – IDBI – SIDBI – EXIM – UTI – LIC - SFC – SIDC – THIC – commercial Banks.

Unit-IV

Institutional Support to entrepreneurs – District Industries Centre – National Small Industry Corporation limited – Small Industries Development Corporation – SIDO – SIPCOT – National Institute for Entrepreneurship and Small Business Development – National Alliance of Young Entrepreneurs – National Institute of Small Industries Extension Training.

Unit-V

Project Report – meaning – importance - format of report – contents – types - preparation of a project report – institutional arrangements for entrepreneurs

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr. V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.

B.Com (Reg) II Year	Core	Max Marks 100
Semester – 4	Environment of Business	Int: 25 Ext: 75
Code:14BCOMRC44		5 hrs week
		Credits: 4

Objectives:

- 1) To provide the basic knowledge about the business environment
- 2) To provide a foundation to understand the subjects like business policy.
- 3) To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –micro and macro - Need for environment analysis- Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy 1991-Evaluation of New Economic Policy- Privatization – nature – objectives- growth-achievements –failures- Public Sectors in India.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC’s – WTO - merits and demerits of MNC’s. Regulation globalization - challenges of globalization to Indian industry.

Text Book:

1. Francis Cherunilam, Business Environment Himalaya Publication House, New Delhi, 2008.

Reference Books:

1. Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
2. Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
3. N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

B.Com (Reg) II Year	Allied	Max Marks 100
Semester – 4	Business Mathematics	Int: 25 Ext: 75
Code: 14BCOMRA41		6 hrs week
		Credit: 5

OBJECTIVES:

- 1) To enable the students to apply the basic principles and techniques of mathematics

- 2) To enable the students to solve the problems in the field of commerce
- 3) To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

Unit III:

Commercial Arithmetic – Simple & compound Interest – present value – discounting of bills-face value of bills – banker’s discount – banker’s gain – normal due date – legal due date – calculation of period for banker’s discount and true discount.

Unit IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and Subtraction – Multiplication – properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

Unit V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function – Derivative of the Quotient of a two function – Derivative of the Function of a Function.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathematics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (Reg) IIYear	Skill Based	Max Marks 100 Ext: 100
Semester – 4	General Knowledge	2 hrs week
Code:14BCOMRS41		Credits: 2

Objectives:

- 1) To enhance General Knowledge of students.

- 2) To orient the students to appear for competitive examinations
- 3) To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Com (Reg) III Year	Core	Max Marks 100
Semester – 5	Human Resource Management	Int: 25 Ext: 75
Code: 14BCOMRC51		5 hrs week
		Credits: 4

Objectives

7. To understand the meaning and concept of Human resource management.
8. To understand the role of human resource management in real situation.
9. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- d. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

9. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
10. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
11. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
12. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Income Tax Law And Practice – I	5 hrs week
Code: 14BCOMRC52		Credits: 4

OBJECTIVES:

- 1) To help the students to gain knowledge of Income Tax Law and Practice.
- 2) To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
- 3) To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law – I	5 hrs week
Code: 14BCOMRC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Auditing	5 hrs week
Code:14BCOMRC54		Credits: 4

OBJECTIVES:

- 1) To enable the students to have basic knowledge on the principles and practices of auditing.
- 2) To enable the students to understand Vouching and Verification.

- 3) To enable the students to understand the duties of an auditor.

Unit I

Audit – Definition – Objects – Types - Advantages – Auditing vs Investigation – Qualities of an auditor – Rights and Duties – Company audit – Audit Programme – Audit notes – Audit files – Working papers – Procedure for Audit

UNIT II

Internal control – definition – objectives – internal check – meaning – merits and demerits – auditor duty as regards internal check – internal check Vs internal audit .

Unit III

Vouching – Meaning – Definition – Importance – Duties of an auditor – Vouching of cash transactions and of trading transactions – Verification and valuation of assets and liabilities.

UNIT IV

Company audit – auditor – appointment – removal – qualification – audit report – duties of an auditor report.

Unit V

Liabilities of auditor – Liabilities for negligence – Liabilities misfeasance – Criminal liability – Liability to third party – Legal positions

Text Book:

1. B.N. Tandon, Practical Auditing, Sultan Chand, New Delhi, 2000.

Reference Books:

1. Jagdish Prakash, Auditing : Principles and Practice, Kalyani Publishers, Chennai 2008.
2. Pradeep Kumar, Sachdeva Baldev, Jagwant Singh, Auditing- Theory and Practice, Kalyani Publishers, Chennai ,2008.
3. R.G. Saxena, Principles and Practice of Auditing, Tata McGraw Hill, New Delhi, 1998.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	Financial Management	6 hrs week
Code: 14BCOMRE51		Credits: 5

OBJECTIVES:

- 1) To enable the students to understand the concept of financial management
- 2) To enable the students to understand the various source of finance

- 3) To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: - finance - definition meaning –function of finance - financial Management: definition & meaning-functions of financial management –objectives of financial management - Source of Finance- Long term and Short term Source of finance.

Unit II:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit III:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit IV:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements .

Text Book:

1. S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

1. Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
2. I. M .Pandey, Financial Management- Vikas Publishing House Pvt Ltd,
3. R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Services Marketing	6 hrs week
Code:14BCOMRE52		Credits: 5

OBJECTIVES

- 1) To develop their skills in services marketing .
- 2) To know about the emerging marketing strategies
- 3) To adopt the globalizations of services in international marketing.

Unit-I

Services Marketing – concept – definition – nature – characteristics – classification - services – needs – role of services marketing in an economy – obstacles – overcoming the obstacles

Unit-II

Services marketing mix – elements – seven P’s product decisions, pricing strategies, promotion of services, placing of distribution methods / dimensions in services marketing – People, physical evidence and process

Unit-III

Services marketing for the hospitality industry – core tangible and augmentable hospitality products – managing tourism – demand and supply – segmentations in the tourism market – emerging marketing strategies – marketing for hotel products

Unit-IV

Services marketing for professional services – characteristics – Marketing management of consultancy services – Marketing mix for consultancy services, other professional services and considerations

Unit-V

Globalizations of services in international market – challenges to global service marketers – success – typical international services – strategies in launching services in the global marketing – Its implications – globalization and corporate culture – global brand dominance in the service industries

Text Book:

1. Vasanti Venugopal and V.N.Raghu, Services Marketing, Sultan Chand, New Delhi, 2008

Reference Books:

1. P.K.Sinha and S.C.Sahoo, Services Marketing, Tata Mc Graw Hill, New Delhi, 2007

2. Rao, Services Marketing, Himalaya Publishing House, New Delhi, 2005

3. P.N.Reddy, H.R.Appannaiah, S.Anil kumar and Nirmala, Services Marketing

B.Com (Reg) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code: 14BCOMRS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (Reg) III Year	Core	Max Marks 100
Semester – 6	Management Accounting	Int: 25 Ext: 75
Code: 14BCOMRC61		5 hrs week
		Credits: 4

OBJECTIVES:

- 1) To provide on insight into accounting procedures and their applications in complex business management.
- 2) To enable the students to understand management tools and techniques
- 3) To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting Vs. cost accounting – limitations of management accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements, comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages - Limitation.

Text Book:

e. S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1) S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2) P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3) Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (Reg) III Year	Core	Max Marks 100
Semester – 6		Int: 25 Ext: 75
Code: 14BCOMRC62	Industrial Law - II	5 hrs week
		Credits: 4

OBJECTIVES:

- 1) To learn about the concepts of law relating to industries.
- 2) To enable the students to understand the workman’s compensation act, 1923 and its recent amendments
- 3) To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Max Marks 100
Semester – 6	Income Tax Law and Practice - II	Int: 25 Ext: 75
Code: 14BCOMRC63		5 hrs week
		Credits: 4

OBJECTIVES:

- 1) To enable the students to gain knowledge of the provisions of the income tax law and their application.
- 2) To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
- 3) To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code: 14BCOMRE61		Credit: 5

OBJECTIVES:

- 1) To understand the concepts and methods of operation research
- 2) To apply operation research techniques in managerial decision making.
- 3) To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales Management	6 hrs week
Code: 14BCOMRE62		Credits: 5

OBJECTIVES:

- 1) To acquaint the students with the concepts of advertising and sales promotion programmers.
- 2) To enable the students to theories of buyer behavior
- 3) To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

2. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

4) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.

5) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.

6) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) III Year	Elective	Max Marks 100
Semester – 6	Research Methods in Commerce	Int: 25 Ext: 75
Code:14BCOMRE63		6 hrs week
		Credits: 5

OBJECTIVES

- 1) To know about their truthful information.
- 2) To access their method of data collection.
- 3) Through their study of statistical method and it is used to preparation of project report.

Unit-I

Introduction to Research – meaning – purpose – types of research – surveys – case study.

Unit-II

Planning of Research – process – selection of a problem – formulation – hypotheses – meaning – types – sources – process of setting up of hypothesis – research design – contents of research design

Unit-III

Methods of data collection – Source of data – primary – secondary – methods of collecting primary data – survey method – personal interviewing – telephone interviewing – mail survey – observation methods – experimental method – tools for data collection – construction of schedules and questionnaires – scaling technique – nature of rating scale – ranking scales – construction .

Unit-IV

Sampling Techniques – probability – non-probability sampling technique – sampling design – sample size – sampling and non-sampling errors

Unit-V

Data processing and report writing – editing – coding – tabulation – research report – types of research reports – style of reporting – steps in drafting reports – contents of research report

Text Book:

1. C.R. Kothari, Research Methodology, New Age International (P) Limited, New Delhi, 2005.

Reference Books:

1. R. Panneerselvam, Research Methodology, Hall Of India Pvt Ltd, New Delhi, 2007.
2. Suresh C. Sinha and Anil K. Dhiman, Research Methodology, Ess Ess, New Delhi, 2002.
3. R Elangovan and S Mohan, Research Methodology In Commerce, New Age International (p) Limited, New Delhi, 2007.
Top of Form

B.Com (Reg) III Year	Elective	Max Marks 100
Semester – 6	Financial Markets and Services	Int: 25 Ext: 75
Code:14BCOMRE64		6 hrs week
		Credits: 5

OBJECTIVES

- 1) To know about the various financial institutions in world market and services.
- 2) To know about the strength and weakness of money market and capital market.
- 3) To understand the ability of mutual fund operation.

Unit-I

Financial System – Meaning – Functions – concepts – assets – Intermediaries – markets – Financial rate of returns – Instruments – Classification – Capital market – Money market – Development of financial system in India- Weaknesses of Indian Financial system.

Unit-II

Money Market- Definition- Money market Vs Capital Market- Features – Objectives- Characteristics features of a developed money market- Importance of money market- Composition of money market- Call money - Commercial bills - Acceptance - Treasury bill - Discount market- Bill markets in India- Money market Instruments.

Unit-III

Capital Market - New issue – New issue Vs Stock exchange- Functions – Methods of floating new issues – Secondary market – Stock exchanges - Functions – Listing of securities – Registration of stock brokers - Methods of trading in stock exchange.

Unit-IV

Mutual funds – Definition – Importance – Risks – Classification of funds - Close ended funds – Open ended funds – Income funds – Growth funds – Balance funds – Specialized funds – Money market mutual fund – Taxation funds – Organisation of the fund – Net asset value.

Unit-V

Merchant Banking – Meaning – Services of Merchant Banks – SEBI Guidelines – Scope for Merchant Banking in India. Factoring: - Meaning – Functions – Types – Factoring Vs. Discounting – Benefits.

Text Book:

1. Gordon and Natarajan, Financial Market and Services, Kalyani Publishers, Chennai, 2007.

Reference Books:

1. R.M.Srivastava, Management for Indian Financial Institution, Tata McGraw Hill, New Delhi, 2005.
2. P.N.Varshney & D.K.Mittal, Indian Financial System, Sultan Chand, New Delhi, 2005.
3. Meri Khon, Financial Institutions and Markets, Sultan Chand, New Delhi, 2005.

B.Com (Reg) III Year	Skill Based	Max Marks 100
Semester – 6	Commerce Practice	Int: 100
Code: 14BCOMRS61		2 hrs week
		Credits: 2

Objectives:

- 1) To enable the students to under the commerce practice
- 2) To enable the students to prepare the various forms in the business firms
- 3) To enable the students to understand the stock exchange

Unit I:

Filling up of Money order form – Telegram form, Layout of a business letter, designing of forms for office purpose, Preparation of Vouchers, Invoice and Cash receipts – Telephone

Etiquette – Handing of Visitors. Format of Joint Stock Company Balance sheet model of partnership deed

Unit II:

Cost sheet Specimen of Stock Sheet / Register, payroll/wage Sheet, Form of Bin and Time Card, Filling of martial order and martial requisition, Issue register Chart of an Organization structure.

Unit III:

Filling up of an account opening form ,Knowledge of various forms used in day –to- day banking – Cheque – pay –in-slip Withdrawal form – Transfer form – Draft, Form of Bill exchange and promissory note, Fixed deposit Receipt ,Safe Custody Receipt, form of letter of Credit, Currencies of different countries, ATM, Debit and Credit Card.

Unit IV:

Collection of different types of advertisement, Preparation of advertisement copy, analyzing brand names – Publishing the products in the market.

Unit V:

Filling up of Equity share application and mutual fund form, share, mutual fund and Bond certificates. Procedure of sending share certificate along with Transfer deed for name transfer, Dividend warrant, filling up of Proxy form.

Note: Students have to submit a practical note book consisting of the specimen format of all the above document mentioned in the syllabus.

SYLLABUS FOR B.A (English) FROM THE ACADEMIC YEAR 2014-2017

UG I Year Semester –I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Code:14BAELL11	,f;fhyf; ftpijAk; ehlfKk Contemporary Poetry & Drama	Hrs:6 / week Credit: 3

நோக்கம் :

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehl;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpzkp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wfp;F top -Rujh
- 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpad; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpijfSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fh;l;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -,d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 14) tpgj;J -K. KUNf\;
- 14) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3,yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpijapy; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpi ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpiow;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;
- 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.A.(English) I Year	Part-II – English	Max: 100 Int: 25 Ext: 75
Code:14BAELL12	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week Credits: 3

Objectives:

- 19) To expose students to functional aspects of English language.
- 20) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 21) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 6) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci -John Keats

UNIT: III SHORT STORY

13. Refound-F. Scott Fitzgerald
14. How much land does a man need-Leo Tolstoy

UNIT: IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay writing, Letter writing

TEXT PRESCRIBED:

- 25) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 26) Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 27) Prof. A. E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 28) G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr. S. Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester I	The Age of Shakespeare and Milton	6 hrs week
Code: 14BAELC11		Credits 4

Objectives:

1. To introduce the students to the English renaissance – the greatest flowering of art in English
2. To create an awareness of the trends in poetry, prose & drama.
3. To introduce the students with the techniques in poetry, prose, drama.

Unit I:**Poetry**

William Shakespeare - Sonnet(1-4)

Unit II:**Poetry**

John Milton - Paradise Lost- Book I

Unit III:**Prose**

Francis Bacon's Essays -
 i) Of love
 ii) Of Marriage
 iii) Of studies
 iv) Of Ambition

Unit IV:**Drama**

Christopher Marlowe - Dr. Faustus

Unit V:**Drama**

John Webster - The white devil

Books Recommended:

1. John Milton : Paradise lost book I, Macmillan Publishers Delhi.
2. William Shakespeare : Sonnets , Rupa co publications ,Chennai.
3. Christopher Marlowe : The Tragical History of Doctor Faustus, Macmillan Chennai.
John Webster : The white devil, Macmillan Chennai.
4. F.G. Selby Ed: Selections from Bacon's Essays, The Macmillan Company of India, Chennai.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 1	MODERN ENGLISH GRAMMAR AND USAGE	6 hrs week
Code:14BAELC12		Credits 4

OBJECTIVES:

1. To give students proficiency in the basics of English Grammar.
2. To train students in functional grammar.
3. To train students in the correct usage of the English language.

UNIT I

Parts of Speech, Nouns – its classifications – Number, Gender & Case – the functions of noun, Dummy subjects. Pronouns- kinds of Pronouns & their usage. Verbs – Main verbs & Auxiliary verbs, Transitive & Intransitive verbs.

UNIT II

Tenses & their usage, Moods, Concord. Modals, Participles & Gerunds. Conjunctions. Linkers – Lexical Linkers & Logical Linkers.

UNIT III

Adjectives – kinds of Adjectives & their usage. Determiners. Adverbs – kinds of Adverbs & their usage.

Sentence Structures, Kinds of Sentence – Declarative, Imperative. Interrogative & Exclamatory sentences.

UNIT IV

Transformation of Sentences – Active & Passive voices, Direct & Indirect speeches, Degrees of Comparison.

UNIT V

Transformation of Sentences- Simple, Compound, Complex. Phrasal verbs. The use of prepositions, Question tags, Remedial English

BOOKS RECOMMENDED:

1. J.C. Nesfield; English Grammar, Composition & Usages (Revised & Adopted by N.K. Aggarwala & F.T.Wood) New Edition, Macmillan, Chennai Rs.99.75.
2. P. Titus; Remedial English, New Century Book House (P) ltd, Chennai Rs.75/-
3. Nigel D. Turton; ABC of (common Grammatical Errors, Macmillan, Delhi Rs.225/-
4. A.E. Augustine, K.V. Jospheh; Macmillan Grammar: A Hand Book, Macmillan India Ltd, Chennai.

B.A.(English) I Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 1	LITERARY FORMS	6 hrs week
Code: 14BAELA11		Credits 4

OBJECTIVE:

1. To provide an understanding of the different genres.
2. To highlight the different subdivisions of each genre.
3. To enable learners to acquire adequate knowledge in the techniques of different genres.

UNIT I

POETRY

What is poetry?

Genres in Poetry: Lyric, Ode, Sonnet, Elegy, Epic, Mock epic, Ballad, Satire

UNIT II

DRAMA

Tragedy, Comedy, Tragic- Comedy, Masque, One act play, Chorus, Soliloquy, Melodrama, Aside, Absurd Drama, Farce.

UNIT III

FICTION

Historical Novels, Epistolary Novel, Psychological Novels, Domestic Novels, Regional Novels, Picaresque Novels, Stream of Consciousness Novels, Science Fiction.

UNIT IV

ESSAY

Aphoristic Essay, Personal Essay, Periodical Essay, Twentieth century essays

UNIT V

FIGURES OF SPEECH

Simile, Metaphor, Fable, Parable, Allegory, Personification, Metonymy, Synecdoche, Transferred Epithet, Euphemism, Climax, Anticlimax, Rhetorical Question, Hyperbole, Exclamation, Antithesis, Alliteration, Onomatopoeic.

BOOKS RECOMMENDED:

1. Rees R.J, English Literature: An introduction for Foreign Readers, Macmillan, New Delhi .
2. Prasad B.A, Background to the study of English Literature, Macmillan, Chennai .
3. W.H. Hudson, - An Introduction to the study of Literature, B.I. Publications, Chennai.
4. K.R. Ramachandran Nair, Literary Forms, Emerald Publishers, Chennai.

B.A.(English) I Year	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 1	COMMUNICATIVE	2 hrs week
Code:14BELN11	ENGLISH- I	Credits 2

Objectives:

1. To develop the Communication Skills
2. To improve the Writing, Speaking and Reference skills of the students
3. To train the students to attain proficiency in the language skills

Unit I

Writing Skill

Recruitment correspondence
Letters to Editors & Personal Letters
Note-taking & Note-making

Unit II

Speaking Skill- I

Making enquires-at a counter, on the telephone
Speaking in different capacities at a meeting or gathering-summing up discussions
Formal greeting

Unit III

Speaking skill-II

Introducing people (guests & acquaintances)
Proposing vote of thanks
Announcing at variety entertainment programmes, sports meets, etc.

Unit IV

Reference Skills

Using dictionary, encyclopaedia, thesaurus

Unit V

Dialogue making and Oral Communication

Books Recommended:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

Kjyhk; Mz;L - ,uz;lhk; gUtk; 14BAELL21	jkpo; jhs; fij ,yf;fpaKk; ciueilAk	kjpg;ngz; 75 mfkjpg;ngz; 25 Neuk; 6 k/th. fpnubl; 3
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நோக்கம்

கதை இலக்கியமும் உரைநடையும்:சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)-1 rpWfij kw;Wk; fl;Liu; njhFg;G

rpWfij :

31) kp\pd; Afk; - GJikg;gpj;jd;

- 32) cz;ikf;fij - F.g. ,uh[Nfhghyd;
 33) fbjKk; fz;zPUk - fy;fp
 34) ehw;fhyp - fp. ,uh[ehuhazd;
 35) gspr;rp - nfh.kh. Nfhjz;lk;
 36) k[;Dhd; - kPuhd; ikjPd;
 37) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
 38) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
 39) epue;jukw;w epoy; - eph;kyh ngUkhs;
 40) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 25) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
 26) Foe;ij uhK - t.uh.
 27) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
 28) ,e;jpa nkhopfspy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;
 29) tho;thq;F - t.Rg. khzpf;fk;
 30) ftpijf;fiy - m.r. Qhdrk;ge;jd;
 31) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
 32) Gbg;gJ vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj;
 njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis
 ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thping;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T
 nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr;
 nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL> kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625
 021.

2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G epA+ nrQ;Rhp Gf; `T]; (gp) ypl;> 41-gp> rpl;Nfh
 ,d;];l;hpay; v];Nll;> mk;gj;J}h;> nrd;id – 600 098.

B.A.(English) I Year Semester –II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Code:14BAELL22	Prose, Poetry, Short Stories, Grammar and Composition-II	Hrs:6 / week Credits: 3

OBJECTIVES:

- 19) To introduce them to a few classics in English poetry
- 20) To develop their writing skills.
- 21) To give ample practice in grammar.

UNIT: I PROSE

- 7) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy - Shakespeare
 2.Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

10. Some Words With a Mummy - Edgar Allan Poe
 11. The Ant and the Grasshopper - W. Somerset Maugham
 12. The Dying Detective - Sir Arthur Connan Doyle

UNIT: IV GRAMMAR

Sentences – Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative and assertive, reported speech, phrasal verbs.

UNIT: V COMPOSITION

Idioms, Expansion of Proverbs, Essay Writing

TEXT PRESCRIBED:

- 25) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 26) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 27) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 28) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.A.(English) I Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 2	THE AGE OF DRYDEN AND POPE	6 hrs week
Code: 14BAELC21		Credit s:4

OBJECTIVES:

1. To enable students to get a deep perception and understanding of the Restoration Age and its literature.
2. To inculcate in students an analytical, critical & sensitive approach to Restoration Literature

3. To create in the students an awareness of the trends in poetry, prose, and drama in Restoration Literature

UNIT I

POETRY

- John Dryden -- A Song For St Cecilia's Day
John Donne -- A Valediction: forbidding mourning

UNIT II

POETRY

- Pope -- Epistle to Dr.Arbutnot

UNIT III

PROSE

- Addison -- His account of his disappointment in love
The Character of Will Wimble

UNIT IV

PROSE

- Steele -- Of the Club
Sir Roger's Ancestors

UNIT V

DRAMA

- Goldsmith -- She Stoops to Conquer

BOOKS RECOMMENDED:

1. Alexander Pope : The Rape of the lock Macmillan, Delhi.
2. Joseph Addison and Steele: The Spectator, Emerald pub, Chennai .
3. Oliver Goldsmith : She Stoops to Conquer, Emerald pub,Chennai .

B.A.(English) I Year	Core Subject	Max Marks 100
Semester 2	THE AGE OF WORDSWORTH	Int 25 Ext 75
eCod:14BAELC22		6 hrs week
		Credits 4

OBJECTIVES:

1. To enable students to understand and appreciate the aesthetic, cultural and literary aspects of Literature.
2. To acquaint the learners with the characteristics features of Romantic Poetry, Prose, Drama and Fiction.

3. To enable the students to have a comprehensive idea of Romantic Age.

UNIT I

POETRY

William Wordsworth -- Ode On Intimations Of Immortality
John Keats -- Ode to a Grecian Urn
Shelly -- Ode to a Skylark

UNIT II

POETRY

Coleridge -- Kublakhian
Robert Burns -- The Red Red Rose
Thomas Gray -- Elegy written in the Country Churchyard

UNIT III

PROSE

Charles Lamb -- Dream Children, Dissertation Upon Rosted Pig

UNIT IV

PROSE

Hazlitt -- On Going a Journey

UNIT V

FICTION

Jane Austen -- Emma

BOOKS RECOMMENDED:

1. K.G.Seshadri: Selected Essays of Charles Lamb. Macmillan, Chennai.
2. Jane Austen: Emma, Macmillan, Chennai.

B.A.(English) I Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 2	SOCIAL HISTORY OF ENGLAND	4 hrs week
Code: 14BAELA21		Credits 5

OBJECTIVES:

1. To introduce the students to the culture and society of England
2. To expose the students to understand the social impact in English literature.
3. To acquaint the students with the social events that contributed to the growth of literature.

UNIT I

Renaissance, Reformation, Dissolution of Monasteries

UNIT II

Civil war, Restoration, Age of Queen Anne

UNIT III

Industrial Revolution, Agrarian Revolution, Humanitarian Movement

UNIT IV

Scientific and Industrial Changes, Chartist Movement, Trade Unionism

UNIT V

Fabian society, Impact of the two World Wars, Britain's role in the Gulf war.

BOOKS RECOMMENDED:

1. Traveyan ; English Social History, Orient Longman, Mumbai.
2. P.Thailambal ; Social History of England, Ennes Publications, Udumalpet.
3. V.D.Maharajan ; England Since 1485, S.Chand & Co, New Delhi
4. Dr.A.Shanmugakani : An Introduction to The Social History of England, Vasans Publications House, Madurai.

B.A.(English) I Year	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 2	COMMUNICATIVE	2 hrs week
Code: 14BELN21	ENGLISH-II	Credits 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the writing, speaking and reference skills of the students
3. To train the students to attain proficiency in the language skills

UNIT I

WRITING SKILLS-I

Diary
Essay
Enquires, orders
Complaints & Replies

UNIT II

WRITING SKILLS-II

Summary
E-mail& Fax
Mechanics of Writing: Spelling Rules

UNIT III

SPEAKING SKILLS

Accepting & Refusing politely, disagreeing politely
Courtesy in personal communication

UNIT IV

Interviews
Reporting

UNIT V

Public Speeches – Welcome Address & Vote of Thanks

BOOKS RECOMMENDED:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

B.A.(English)II Year Semester –III	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Code: 14BAELL31	,ilf;fhy ,yf;fpak Medivivel Literature	Hrs:6 / week Credit: 3

நோக்கம்;தாள -3

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள்

நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 14) fypq;fj;Jg; guzp -Nghh; ghbal (5 ghly;fs;)
- 14) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 14) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf;ctik-cUtfk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -Ntw;Wik mzp
- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 - 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.A.(English)II Year Semester –III	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Code:14BAELL32	Prose, poetry, Short Stories, Grammar and Composition	Hrs:6 / week Credits: 3

OBJECTIVES:

10. To introduce the functional grammar to the students.
11. To expose creative writing to the students.

12. To enhance students' communication skills.

UNIT: I PROSE

- 7) University days – James Thurber
- 8) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 7) Night of the scorpion-Nissim Ezekiel
- 8) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 7) Karma-Kushwant Singh
- 8) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 12) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 13) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 14) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 15) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.A.(English)II Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 3	FICTION	6 hrs week
Code:14BAELC31		Credits: 4

Objectives:

- 1. To provide an understanding of the genre – Fiction.
- 2. To inculcate a critical, aesthetic and sensitive approach of various novelists.
- 3. To acquaint the learners with the characteristic features of novel.

Unit I

Charles Dickens - A Tale of Two Cities

Unit II

George Eliot - Silas Marner

Unit III

Thomas Hardy - Far from the Madding Crowd

Unit IV

Jonathan Swift - Gulliver's Travels (I, II)

Unit V

H.G. Wells - The Invisible Man

Books Recommended:

1. Charles Dickens : A Tale of Two Cities, Macmillan , Chennai
2. Thomas Hardy : Far From the Madding Crowd , Rupa co publications, Chennai .
3. George Eliot : Silas Marner ,Lakshmi Narain Agarwal, Agra.
4. Jonathan Swift : Gulliver's Travels ,Rohan Book Company ,Delhi.
5. H.G.Wells : The Invisible Man, Emerald Publishers, Chennai.

B.A.(English)II Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 3	THE AGE OF TENNYSON	6 hrs week
Code:14BAELC32		Credits: 4

Objectives:

1. To foster a deep perception and understanding of the Victorian Age and the literature of the age.
2. To familiarize students with the different genres of Victorian literature
3. To inculcate a critical, aesthetic and sensitive approach of Victorian literature.

Unit I

Poetry

- Lord Tennyson -- The Lady of Shalott
Robert Browning -- Mending Walm
Mathew Arnold -- Dover Beach

Unit II

Poetry

- D.G.Rossetti -- The Blessed Damozel

Unit III

Prose

- The Idea Of A University -Newman

Unit IV

Drama

- Oscar Wilde -- The Importance of Being Earnest

Unit V

Fiction

- Charlotte Bronte -- Jane Eyre

Books Recommended:

1. Ed Dr.Satchidhanandham : Six English Poets, Macmillan, Madurai.
2. John Ruskin: Sesame and Lilies, K.N.Khandelwal Pub, Agra
3. Oscar Wilde: The Importance of Being Earnest, Lakshmi Narain Agarwal, Agra
4. Charlotte Bronte: Jane Eyre, Macmillan, Delhi.

B.A.(English)II Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 3	HISTORY OF ENGLISH LITERATURE	4 hrs week
Code:14BAELA31		:Credit 5

OBJECTIVES:

1. To expose the students with the background of English literature.
2. To acquaint students to the chronological development of English literature.
3. To enable students to understand the English thought, culture and history reflected in the study of English literature

UNIT I

Age of Chaucer - From Chaucer to Tottel's Miscellany

UNIT II

Age of Shakespeare -- Verse , Drama

UNIT III

Age of Milton -- Other poets and writers
Age of Dryden -- Verse , Prose & Drama
Age of Pope -- Verse , Prose & Drama
Age of Johnson -- General Prose , Novel, Verse

UNIT IV

Age of Wordsworth -- The Older Poets, The Younger Poets, General Prose, Novel
Age of Tennyson -- Verse, General Prose, Novel

UNIT V

Age of Hardy, Present Age

BOOKS RECOMMENDED:

- 1.Hudson: An Outline History of English Literature,B.I.Publications,Madras
- 2.K.R.Ramachandran Nair : The History of English Literature, Emerald Publishers, Chennai
- 3.Dr.A.Shanmugakani : A History of English Literature,Vasans Publications,Madurai

B.A.(English)II Year	Skill Based	Max Marks 100
Semester 3	COMMUNICATION	Int 25 Ext 75
Code:14BAELS31	SKILLS – I	2 hrs week
		Credits: 2

Objectives:

1. To develop the communication skills
2. To acquaint the students with the modes of communication.
3. To promote the oral communication of the students.

Unit I

Languages and communication
Non-verbal communication

Unit II

Communication in organizations
Dyadic communication

Unit III

Meetings
Seminars and conferences

Unit IV

Group discussions
Audio Visual Aids

Unit V

Format Reports, Style

Books Recommended:

1. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.

,uz;lkhz;L – ehd;fhk; gUtk;	jkpo; jhs; 4.4	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:14BAELL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;l -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOtJk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpgfhuk; 11) fhykwpjy; (mjpgfhuk; 49) Fwpg;gwpjy; (mjpgfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gl- 5 ghly;fs;
- 6) ,d;dh ehw;gl - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;nghUs;-mfj;jpizfs; Gwg;nghUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpxh;rdk;

ftpjij vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW -10

m. gj;Jg; ghl;L

M. vl;Lj; njhif

., gjpnzd; fPo;f;fzf;F

நூல்கள்

**சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை**

B.A.(English)II Year Semester –IV	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Code:14BAELL42	Novel and English for Competitive Examination	Hrs:6 / week Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.A.(English)II Year	Core Subject	Max Marks 100
Semester 4	INDIAN WRITING IN ENGLISH	Int 25 Ext 75
Code: 14BAELC41		6 hrs week
		Credits: 4

Objectives:

1. To introduce the students to Indian writers in English.
2. To facilitate learning of English through native literature.
3. To expose the students with the themes and techniques of Indian writers.

Unit I

Poetry

Sarojini Naidu	-Indian Weavers
Nissim Ezekiel	-Enterprise
K.N.Daruwella	-Death of a Bird

Kamala Das -My Grandmother's House
A.K. Ramanujan - Snakes

Unit II

Prose

Rabindranath Tagore -The Home Coming

Unit III

Drama

Girish Karnad -Nagamandala

Unit IV

Drama

Vijay Tendulkar -Silence, The court is in Session

Unit V

Fiction

Mulkraj Anand -Untouchable

Books Recommended:

1. C.N.Srinath, Ed, Indian Verse in English, Macmillan, Chennai.
2. Naik M.K. & Panekar, Mokeshi.S: Perspectives on Indian Drama in English, OUP.
3. Uma Parameswaran: A study of Representative Indo-English Novelists, Vikas, Delhi.
4. B.K.Das : Modern Indian English Poetry. Prakash BookDepot, Bareilly.
5. S.P. Appasamy & C.D Govinda Rao : Indian Prose, Macmillan, Chennai.
6. Girish Karnad: Nagamandala, Macmillan, Chennai.

B.A.(English)II Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 4	PHONETICS AND SPOKEN ENGLISH	6 hrs week
Code: 14BAELC42		Credits: 4

Objectives:

1. To familiarize students with the English speech sounds and to develop correct pronunciation of the language.
2. To introduce the students with the phonetic transcription.
3. To improve the writing and spoken skills of students.

Unit I

The Organs of speech
The description of speech sounds

Unit II

The Sounds of English : Vowels, Consonants

Unit III

Stress, Accent, Rhythm, Assimilation and Intonation

Unit IV

Phonetic Transcription : Conversation passages for practice

Unit V

Spoken English – In various situations in which dialogues take place

Books Recommended:

- 1.J.D.O. Connor;Better English Pronunciation, Cambridge University Press, Cambridge.
- 2.Balasubramanian; A TextBook of English Phonetics, Macmillan, Chennai.
- 3.Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
- 4.G. Radha Krishna Pillai and k. Rajeevan: Spoken English for You, Emerald Publishers, Chennai.

B.A.(English)II Year	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 4	INTRODUCTION TO LITERARY CRITICISM	4 hrs week
Code: 14BAELA41		Credits: 5

Objectives:

1. To introduce the concept of Criticism to the students.
2. To help students develop a Critical perspective.
3. To familiarize students with the important critical movements in English literary criticism.

Unit I

Aristotlian Dramatic Theory
Art, Imitation, Hamartia, Catharsis

Unit II

Arnold- Study of Poetry

Unit III

Eliot- Tradition and Individual Talent

Unit IV

I.A. Richards- Practical Criticism

Unit V

Introduction to Five Approaches

Books Recommended:

- 1) Bisjadish Prasad, An Introduction to English Criticism, Macmillan, Madras.
- 2) B.B.Jain :Function of Criticism at the Present Time, Lakshmi Narain Agarwal ,Agra.
- 3) Wilbur Scott: Five Approaches of Literary Criticism, Collier Macmillan Publications, Delhi.
- 4) David Daiches: Critical Approches to Literature, Orient Longman, Kolkatta
- 5) S. Ramasamy & V.S. Sethuraman: The English Critical Tradition: An Anthology of Literary Criticism: VI &II. Macmillan Publications, Chennai.

B.A.(English)II Year	Skill Based Subject	Max Marks 100 Ext: 100
Semester – IV	General Knowledge	2 hrs week
Code: 14BAELS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

- a. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
- b. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
- c. Sura's Year Book, Published by Sura College of Competition, Chennai.
- d. Manorama Year Book, 2008 onwards
- e. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

- f. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
- g. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
- h. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 5	SHAKESPEARE	5 hrs week
Code: 14BAELC51		Credits: 4

Objective:

1. To foster a deep perception and understanding of Shakespeare
2. To enable the students to have a comprehensive idea of Shakespeare
3. To acquaint the students with the themes and techniques in Shakespeare's play's

Unit I

Hamlet

Unit II

Twelfth Night

Unit III

The tempest

Unit IV

Henry IV – Part I

Unit V

The Elizabethan Theatre and Audience, Fools in Shakespeare, Women in Shakespeare, supernatural elements in Shakespeare.

Books Recommended:

1. G.B. Harrison: Introducing Shakespeare; Penguin Books Limited, Newyork .
2. Irving Ribner: William Shakespeare: Life, Times and Themes, Wiley Eastern Ltd., New Delhi.
3. A.C. Bradley: Shakespearean Tragedy, OUP.
4. William Shakespeare: Hamlet, Macmillan, NewDelhi.
5. William Shakespeare: Twelfth Night, Macmillan, NewDelhi.
6. William Shakespeare: The Tempest, Macmillan, NewDelhi.
7. William Shakespeare: Henry IV,Part I, Macmillan, NewDelhi.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 5	NEW LITERATURES IN ENGLISH	5 hrs week
Code: 14BAELC52		Credits: 4

Objectives:

1. To introduce the students the Background culture & Society of Commonwealth.
2. To acquaint the students with the issues of countries that contributed to the growth of Common wealth Literature.
3. To expose the students with the trends, themes and techniques of eminent writers.

UNIT I

PROSE:

Nirad c.Chaudhiry

- The Eternal Silence of these infinite crowds

Chinua Achebe - The Novelist as a teacher

**UNIT II
POETRY:**

Peter Porter - Your Attention, Please
David Diop - Africa
Kirpal Singh - A visitor to Singapore
Wole Soyinka - Telephone Conversation
Longston Hughes - I Too

**UNIT III
FICTION:**

Chinua Achebe - Things Fall Apart

**UNIT IV
FICTION:**

Chetthan Bhagat - Three Mistakes Of Life

**UNIT V
DRAMA:**

Wole Soyinka - The Lion and The Jewel

BOOKS RECOMMENDED:

- 1) Ed. C.D .Narasimhaiah: An Anthology of Commonwealth Poetry; Macmillan, Chennai.
- 2) Chinua Achebe: Things Fall Apart; Surjeet Publishers, Delhi.
- 3) V.S.Naipaul : A House for Mr. Biswas; Picador Publications, NewDelhi.
- 4) Ed. R.K. Murthy: Ambition-An Anthology of Modern Commonwealth Prose, Commonwealth Publication, Chennai.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 5	AMERICAN LITERATURE	5 hrs week
Code: 14BAELC53		Credits: 4

Objectives:

1. To enable students to gain a perspective of the relative value of American literature in the context of English literature
2. To understand the uniqueness of the American writing.
3. To understand the contribution of American writers to the world literature.

Unit – I Poetry

Robert Frost - Stopping by woods on a snowy evening
Walt Whitman - When Lilacs Last in the DoorYard Bloom'd

Unit II Poetry

Sylvia Plath	- Lady Lazarus
E.A. Poe	- The Raven
Emily Dickinson	- Because I could not stop for Death

Unit III Prose

Unit IV Drama

Tennessee Williams	- A Street Car Name Desire
Eugene O' Neill	- The Hairy Ape

Unit V Fiction

Alice Walker	- The Colour Purple
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Books Recommended:

1. N.S. Prathan, Modern American Drama, Arnold Heinemann: New Delhi.
2. Ed. Egbert S. Oliver American Literature: An Anthology, (Vol I & II), , Eurasia publishing House; New Delhi.
3. Ed Richard Ellman The New Oxford Book of American Verse,. By, New York; Oxford University Press.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 5	ENGLISH FOR COMPETITIVE EXAMINATIONS	6 hrs week
Code: 14BAELE51		Credits: 5

Objectives:

1. To improve the skills of the students and to enable them to do well in the competitive examinations.
2. To acquaint the students with the knowledge of correct usage of grammar.
3. To improve the oral communication through exposing them to various situations.

Unit I

Basics of English, Errors and how to avoid them, Spotting errors

Unit II

Sentence Completion
Reconstructing Passages
How to Write a Precise ?

Unit III

Reading comprehension, Composition, Letter Writing

Unit IV

Report Writing
Spellings
Vocabulary

Unit V

Some Notions, Conventional and Idiomatic Expressions
Phrasal Verbs
Spoken English

Books Recommended:

1. R.P. Bhatnagar and Rajul Bharhava :English for Competitive Examinations ; Macmillan,Delhi .
2. D. Turton Nigel: ABC of Common Grammatical Errors, Macmillan, Delhi.
3. G. Radhakrishna Pillai: English for Success.(A Guide to ensure success in competitive examinations), Emerald Publishers, Chennai.
4. Saraswathi.V. and K.Mudbhktal Maya: English for Competitive Examination, Emerald Publishers, Chennai.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester5	STUDYING NOVELS	6 hrs week
Code: 14BAELE52		Credits 5

Objectives:

1. To help students segment and classify different aspects of a Novel
2. To enable students to recognize themes and techniques.
3. To train them in writing critiques of novels

UNIT I

Authors

1. Jane Austen
2. Kalter Scott
3. Thomas Hardy

4. Virginia Woolf
5. Charles Dickens

UNIT II

Characters

UNIT III

Setting

UNIT IV

Plot and Story, Themes.

UNIT V

Techniques- style

BOOK RECOMMENDED:

1. Richard Gill: Mastering English Literature; Macmillan, Delhi.

B.A.(English)III Year	Skill Based	Max Marks 100 Int 25 Ext 75
Semester 5	TEACHING OF ENGLISH	5 hrs week
Code: 14BAELS51		Credits 4

OBJECTIVES:

- 1) To improve the creativity of the students.
- 2) To enhance the critical views of students through appreciation of poetry.
- 3) To develop the writing skills.

UNIT I

- I. The Place Of English
- II. Aims, Values, Objectives Of Teaching English

UNIT II

- I. Institutional Strategies.

UNIT III

- I. The teaching of prose, poetry, composition and Extensive Reading.

UNIT IV

- I. The Teaching of Reading Writing, Listening and speaking.

UNIT V

- I. Audio Visual Aids

BOOKS RECOMMENDED:

1. V.R. Narayansamy; Strengthen Your Teaching, (3rd Edition) Orient Longman, Hyderabad.
2. Dr. Krishnasamy and T. Sri Raman English for Creative Communication, Macmillan, Chennai.

B.A.(English)III Year	Skill based	Max Marks 100 Int 25 Ext 75
Semester 5	PRESENTATION SKILLS	2 hrs week
Code: 14BAELS52		Credits 2

OBJECTIVES:

1. To acquaint the students with the presentation skills.
2. To train the students to use visual aids.
3. To help the students to skills.

UNIT I

Powerful presentation

1. Meaning of Presentation
2. Merits & Demerits

UNIT II

How to create, develop and maintain interest?

UNIT III

Using visual aids

1. OHP
2. LCD

UNIT IV

Types and methods of presentation

UNIT V

Dealing with difficult situations

BOOKS RECOMMENDED:

1. Roz Townsend; Presentation skills for the upwardly mobile-A Guide for Young Executives, Emerald, Chennai
2. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
3. M.C. Connon: Presenting with Power: Captivate, Motivate, Inspire and Persuade, Macmillan, NewDelhi.

B.A.(English)III Year	Skill based	Max Marks 100 Int 25 Ext 75
Semester 5	JOB SEEKING SKILLS	2 hrs week
Code: 14BAELS53		Credits 2

OBJECTIVE:

1. To acquaint the students with the knowledge of job seeking.
2. To train the students to strengthen their job seeking skills.
3. To expose the students with the importance of job seeking.

UNIT I

Getting started

Changing the way we see ourselves

UNIT II

Where you are now?

Job seeking the easy way.

UNIT III

Resumes and referees
Fixing a job

UNIT IV

Applying for the job
The interview

UNIT V

Successful or unsuccessful
The work place

BOOKS RECOMMENDED:

- 1) Annee Lawrence, the Jobseekers Hand Book, Emerald Publishers, Chennai.
- 2) Krishna Mohan and Meera Banerji: Developing Communications Skills, Macmillan, New Delhi.
- 3) G.Thenmozhi and P. Krishna Santhana Selvi: Career Guidance, New Century Book House, Chennai.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 6	JOURNALISM AND MASS COMMUNICATION	5 hrs week
Code: 14BAELC61		Credits 4

OBJECTIVES:

1. To expose students to the growth and development of journalism.
2. To enable them to understand the process of communication and theories of mass communication, art of writing and editing
3. To acquaint the students with the art of writing and editing.

UNIT I

Communication Process – Methods of communication – Problems in communication – Theories of mass communication

UNIT II

Introduction – Definition – Nature and scope of journalism – A short history of journalism – Journalism and its types – Tabloid, Yellow, Investigative, House Journals – Magazine Genres.

UNIT III

Role of the press – Freedom of the press – Ethics in journalism – Press laws in India

UNIT IV

Print Media – Newspapers – News Collecting – News – Crimes – Sports – Human interest stories – Role of News Agencies

UNIT V

Reporting and Editing – Different kinds of reporting in media – Tools & techniques of editing – Proof reading

BOOKS RECOMMENDED:

1. Keval J. Kumar, Mass Communication in India, Jaico Publishing House, Mumbai.
2. N.C. Pant, Modern Journalism; Principles and Practice, Kanishka Publishers Distributers, New Delhi.
3. Rangaswamy Parthasarathy: Basic Journalism, Macmillan, Delhi, Ahuja, B.N. & S.S.Chhabra, A Concise Course in Reporting for Newspaper, Magazine, Radio & T.V. Surjeet Publications, New Delhi.
4. B.N. Ahuja, History of Indian Press, Surjeet Publications, New Delhi.

B.A.(English)III Year	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 6	WOMEN WRITERS	6 hrs week
Code 14BAELC62		Credits 4

OBJECTIVES:

1. To introduce students to the literary contribution by outstanding women writers.
2. To acquaint the students with the themes and techniques in women's writings.
3. To initiate discussion on important issues connected with women's writings.

UNIT I

Poetry

Toru Dutt	-	Lotus
Sylvia Plath	-	Mirror
Judith Wright	-	Woman to Man

Sarojini Naidu - The Queen's Rival
 Gwendolyn Brooks - When Handed A Lemon, Make Lemonade

UNIT II

Prose

Shirley Lim Geok - Why Do I Write?
 Virginia Woolf - A Room of One's Own (Chapter 1)

UNIT III

Drama

Lorraine Hansberry - A Raisin in the Sun

UNIT IV

Fiction

Shashi Deshpande - That Long Silence

UNIT V

Fiction

Bharathi Mukherjee - Jasmine

BOOKS RECOMMENDED:

1. Ed. June Wedgwood Benn; The Woman's View, Routledge and Kegan Paul, London.
2. P.M. Nayak, Feminism & Indian English Fiction, Prakash Book Depot, Bareilly.
3. Lorraine Hansberry: A Raisin in the Sun, Vintage Books, New York.
4. Ed. C.D. Narasimmaiah : An Anthology of Commonwealth Poetry, Macmillan, Chennai.
5. Shashi Deshpande: That Long Silence, Penguin Press, New Delhi.
6. Bharathi Mukherjee: Wife, Penguin Press, New Delhi.

B.A.(English)III Year	Core Subject	Max Marks 100
Semester 6	WORLD CLASSICS LITERATURE	Int 25 Ext 75
Code: 14BAELC63	IN TRANSLATION	6 hrs week
		Credits 4

OBJECTIVES:

1. To familiarize students with the World Classics in English Translation.
2. To familiarize students with the contribution of Religion in English Translation.
3. To acquaint the students with the themes and techniques in Regional Literature.

UNIT I

Poetry

Thiruvalluvar - Thirukkural (Wisdom 1-10)

UNIT II

Prose

The Kuran - Part of Surah IV

UNIT III

Prose

The Bible - Sermon on the Mount V, VI, VII.

UNIT IV

Short Stories

Ambai - In a Forest, a Deer
- Wrestling

UNIT V

Fiction

Veeramamuniver – Story of paramathaguru

B.A.(English)III Year	Elective	Max Marks 100
Semester 6	TWENTIETH CENTURY	Int 25 Ext 75
Code: 14BAELE61	LITERATURE	5 hrs week
		Credits 5

OBJECTIVES:

1. To introduce students to various Post – Modern Literatures.
2. To enable students to understand the current development in the post – colonial period.
3. To expose the students with the various themes of the African, Singaporean, Nigerian and Australian literature.

UNIT I:

Poetry

Robert Frost - Birches
W.B. Yeats - A Prayer for My Daughter
Philip Larkin - Church going
Ted Hughes - The Thought – Fox

UNIT II:

Prose

T.S. Eliot - Function of Criticism

UNIT III:**Drama**

Henrik Ibsen - A Doll's House

UNIT IV:**Short Stories**

Guy de Maupassant - Useless Beauty

Kushwant Singh - Mr. Kanjoos and the Great Miracle

UNIT V:**Fiction**

Margaret Laurence - The Stone Angel

BOOKS RECOMMENDED:

- 1.Thomas, CT: Twentieth Century Verse, An Anglo – American Anthology, Macmillan; Chennai.
- 2.Narasimhaiah, C.D: An Anthology of Common Wealth Poetry, Macmillan; Chennai.
- 3.Ed.Dr. Satchidhanandham : Six English Poets, Macmillan, Madurai.
- 4.Ashok Magadevan: Classic Short stories, Nectar Prints, Mumbai.
- 5.Ed. Enright and Chickera De Ernest: English Critical Texts- 16th century to 20th century, Oxford University Press, Kolkatta.

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 6	FUNDAMENTALS OF COMPARATIVE LITERATURE	5 hrs week
Code: 14BAELE62		Credits 5

OBJECTIVES:

1. To enable students to have an understanding of literatures of the world
2. To orient them towards understanding of different cultures.
3. To train them in the logic and principles of comparison.

UNIT I

- Introduction to comparative Literature

UNIT II

- Principles of comparative Literature

UNIT III

- Oriental and occidental Literature – comparative study

UNIT IV

- Aesthetics – Eastern and Western

UNIT V

- Project – A Comparative study of a Short Story or a Poem Each from a Language of student's choice and English

BOOK RECOMMENDED:

1. Susan Bassnett: Comparative Literature ,A critical Introduction; Oxford Blackwell
2. Dr.Kanagaraj & Dr.Samuvelkirubbakar
3. Kalaidhasan

B.A.(English)III Year	Elective	Max Marks 100 Int 25 Ext 75
Semester 6	FILM APPRECIATION	5 hrs week
Code: 14BAELE63		Credits 5

OBJECTIVES:

1. To enable the students to attain proficiency in communication
2. To expose the students to various presentation skills
3. To familiarize them with the skills of listening and speaking

UNIT I

An Introduction About Film Appreciation

UNIT II

Reading the Visual and Visualizing the Text

UNIT III

Cinema and Aesthetics.

UNIT IV

Cinema: Religion and Politics.

UNIT V

A Classic Film Is A Critique of the Medium

BOOK RECOMMENDED:

1. T.M. Farhathullah: Film appreciation for Undergraduates, RBA Publications, Chennai.

B.A.(English)III Year	Skill based	Max Marks 100
Semester 6	TRANSLATION: THEORY &	Int 25 Ext 75
Code: 14BAELS61	PRATICE	2 hrs week
		Credits 2

OBJECTIVES:

1. To introduce the concept of translation to the students.
2. To expose them with the principles and problems of translation.
3. To help them acquire a working knowledge in that field.

UNIT I

Basic Principles of translation

UNIT II

Problem of equivalence

UNIT III

Problem of translating Poetry

UNIT IV

Problem of translating prose

UNIT V

Translation Practice- Translate 10 Set of Proverbs, Translate Words, Technical Words and Official terms

BOOK RECOMMENDED:

1. Usan Bassnett: Translation Studies Third Edition; Routledge, London.
2. P.K. Kalyani: Translation Studies, Creative Books, New Delhi.
3. Translatology – Dr. Kanagaraj

SYLLABUS -
POST GRADUATE DIPLOMA IN COUNSELLING- (PGDC)-
Academic year 2015-2016

PGDC	BASICS OF COUNSELLING	Max Marks 100
Code: 14PGDC01		3 hours

Objectives:

- To provide students with a view of Counseling within a wider context.
- To develop the students competence as Counselors with a wide range of clients.
- To develop their ability to act in a professional counselor role.

Unit – I

Introduction – Definition, Meaning, Scope, Basic Principles and Theories. Counselling Process, Responses EISPU – Difference between advice and counselling

Unit – II

The Counselling Format – The Scheme of History Taking Procedure – Counselling Report - Types of Reports – Verbatim – Summary - Narrative – Genogram – Mental Status Examination – Case Presentation – Counsellors Code of Ethics.

Unit – III

Counselling Approaches – Directive - Non – Directive and Eclectic Counselling – Psycho dynamic, Carl roger’s self theory, Gestalt theory, Behaviorist learning theory, Development Counselling, reality therapy, Rational – emotive counselling; counselling techniques.

Unit – IV

Counselling stages – Ist phase – IInd Phase – IIIrd Phase -Skills practices / peer Counselling - Treatment techniques

Unit – V

Psychological Testing- introduction and application of 16PF, Self esteem, transactional analysis- Log model, Jerald’s Eagan’s model and rapport, Reading Reaction Report (RRR)
 -Co-Counselling Assertiveness Training-Decision Making-CRAVE Analysis
 –Force field Analysis .

References:

PrachanthamDr. B.J., Indian case studies in Therapeutic Counselling, Vellore, Christian Counselling Centre

Antony John. D, OFM, Cap, Principles and Practice of Counselling, Anugraha Publications, Nochiodaipatti.

Antony John. D, OFM, Cap, Dynamics of Counselling, Microshell model, TA & NLP Technique, Anugraha Publications, Nochiodaipatti.

Indian Journal of Psychological Counselling – Association for Psychological Counselling - CCC Vellore

Philip Burnard (1999) , Counselling skills Training,(A Source book of Activities)

PGDC	BASICS IN PSYCHOTHERAPY AND BEHAVIOUR MODIFICATION	Max Marks 100
Code: 14PGDC02		3 hours

Objectives:

- To make the students to understand about the psycho therapies
- To enable the students to understand the importance behavior modification in the process of treatment.

Unit – I:

Human behaviour – basic concepts relating to a understanding of human behaviour. Psychotherapy- Definition, Objectives, Scope of psychotherapy and Distinguish counselling and psychotherapy. Basic psychoanalytical theories Homev. Sulllivan.Alder, Erikson

Unit – II:

Types of psychotherapy –Adlarin psychotherapy Analytical psychotherapy, Transactional analysis.

Unit – III:

Client centered therapy Rational emotive behaviour therapy, Gestalt therapy, Reality Therapies, Cognitive Behaviour Therapy, and Neuro Linguistic Programme.

Unit – IV:

Dynamics of groups process- Theory of group interaction –how to use interaction process to make people change and have insight into their own problems – Role of Group therapies.

Unit –V:

Behaviour Therapy- Learning Theories- Classical conditioning, Operant conditioning-social learning Theory-Behavioral analysis –Behavioral Modification techniques.

References:

Antony John D (1997) - “Psychotherapies in counselling” Nochiodaipatty, Anugraha publications

Antony John D (2008) - “Principles and practices in counselling” Nochiodaipatty, Anugraha publications

Chrwanowski Gerald (1977) -“Interpersonal Approach to Psychoanalysis” New York Garner press Inc.

Teranee Wilson C. And O. Leary K. Daniel (1980)- “principles of Behaviour Therapy” New Jersey, pretice Hall Inc.

Vimala (1995) “Textbook of Psychotherapy” New York sterling publishers Pvt. Ltd.

PGDC	INTRODUCTION TO MARITAL AND FAMILY COUNSELLING	Max Marks 100
Code: 14PGDC03		3 hours

Objectives:

- To help students understand the importance of Marital and Family Counseling.
- To provide knowledge on the meaning, methods, theories and principles of Marital and Family Counseling.
- To strengthen the skills required to practice as a Counselor in this field.

UNIT I

Family and marital counseling-Meaning, definition, need, objectives, process and principles and its Application

UNIT II

Marriage – concept and importance of marriage, process involved in marriage, myths relating to marital life, changing patterns in marriage, nature of marital problems, role of sex in marriage – pre marital counseling and post -marital counseling , Process in Marital Counseling and role of marital counselor.

UNIT III

Family: concept and functions, Family types, Family as a system, the family life-cycle, family communication, understanding the dysfunctional family System, Life cycle tasks of

the functional and Dysfunctional Family system, Family myths, process in family counseling, role of family counselor.

UNIT IV

Theoretical orientation on family counseling- Family Systems Counselling of Murray Bowen - Structural Family Counseling –Cognitive Behavior Family Counseling – psychoanalytic family counselling conjoint family counselling.

UNIT V

Treatment Modalities – Family Sculpting – Family Reconstruction – Multiple family therapy – Narrative Therapy with families and family psycho education and psycho drama.

References:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling Publications
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2005) Self Psychology Counselling, , Anugraha Publications, Nochiodaipatti.
4. Aylmer, R.C. (1986) Bowen Family Systems Marital Therapy in Jacobson, N.S.- (Eds.) Clinical Hand Book of Marital Therapy. New York: The Guildford Press.
5. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

PGDC	COUNSELLING IN DIFFERENT SETTING	Max Marks 100
Code: 14PGDC04		3 hours

Objectives:

- To enable the students to understand the scope and importance of counselling in different settings.
- To facilitate the trainees in identifying the suitable techniques of counselling applicable to different fields
- To Strengthen the skills required to practice as a counselor in different settings

Unit I Counselling in Health Setting;

Scope and need for counselling in medical setting- communicable, non- communicable diseases, Concept of Patient as a Person – sick role – illness behavior –Psychiatric setting- mental illness –psychosis, neurosis and others –hospitalization of patient – Impact on Family – Need and method for the involvement of family in treatment process.

Unit II Counselling in Industrial Setting:

Industrial Counselling, Individual needs Vs organizational needs, Counselling related to chronic absenteeism, accidents, alcoholics, alcoholism, stress, burnout- coping strategies. Performance counseling (Eigen’s model), Retirement Counseling

Unit III Counselling in Educational Settings:

Need for educational counseling - stages of development (Prenatal to Adolescent) General Characteristics – Physical, psychological, social development – Sexual relationship, Developmental crisis; Role of Teachers and parents Problems of Adolescent like addiction, infatuation , learning disability, low scholastic Performance, career counseling.

Unit IV counselling in correctional setting

Juvenile delinquency, street children, delinquent behavior. Role of counselors in dealing with juvenile delinquents

Unit V Counselling in Crisis Situation:

Psychiatric Emergencies – Suicidal Counselling – Grief Counselling – Rape – Post Traumatic Stress disorder – Accidents. Major illness – AIDS, Cancer.

References:

Dorroh, Thelma lee (1974), Between Patient and health worker, Megraw hill, Newyork.
 Banker. L.M.(1969) – A hand book of Mid wifery for Nurses in India
 Aggarwal I.C. 8th ed (1985), Educational Vocational Guidance and Counselling, DOABA, House
 Shashi Prabha sharma Kambhar, Carrer guidance and counselling Principles and Techniques, problem disabilities – New Delhi
 Meerut Kochchar.S.K. (2006) “Education & Vocational Guidance in Secondary Schools” New Delhi, Sterling publishers

PGDC	COUNSELLING Skills Lab	Max Marks 100
Code: 14PGDC05		3 hours

Objectives:

- **To enrich the students to gain knowledge about Counselling**
- **To bring out their inner potentials and strengthen the personal qualities as a Counsellor**
- **To give practical exposure in order to strengthen empathy burling activities and coping with feelings**

SYLLABUS FOR M.Phil- SOCIAL WORK

-2015-2016

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	RESEARCH METHODOLOGY FOR	8 hours
15MPHILC11	SOCIAL WORK.	

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Scientific method – its characteristics, purpose, assumptions, steps. Scientific method and social work research. Theory building in social research. Social Work Research: meaning, objectives, scope, process, integrating research and social work practice.

UNIT –II:

Formulation of a research problem. Concepts, operationalisation of concept, construct. variables, types and relationships among variables. Hypothesis – formulation, types – relational working, null and alternate. Attributes of a sound hypothesis. Research designs – exploratory, explanatory, diagnostics and experimental. Impact studies, cost – benefit studies, and monitoring and evaluation. Evaluation of Social work services – Measurement of tools for Evaluation of social work programme and practice.

UNIT – III:

Sources of data – Primary and secondary, online journals and resources, Research tools – interview schedule, guide, questionnaire & case study. Scaling techniques – L.L. Thurstone and Likert Scale - reliability and validity. Methods of data collection – observation, interview. Sampling – need, Types and procedures. Determination of sample size. Sampling error. Preparation of research proposal, Report writing, communicability of research.

UNIT –IV:

Use of statistics and their limitation. Levels of measurement – nominal, ordinal, interval and ratio. Measures of central tendency – mean, mode and median. Dispersion – range, quartile deviation, mean deviation, standard deviation. Correlation – product moment, Spearman's Rho, Phi Coefficient, Yule's Q, Guttman's Lambda, Gamma. Hypothesis testings, tests based on 't', Z and Chi square. Introduction to computer - Data entry, Data Processing and Data Analysis, introduction to SPSS.

UNIT – V:

Qualitative and Quantitative research: Qualitative: meaning, scope, characteristics, strategies, criteria: methods of qualitative research: ethnography, focus group discussion, life history (oral and narrative) and content analysis – use and limitations.

Quantitative: Meaning, types, qualitative Vs quantitative: triangulation, Action Research, Mixed methods, evidence based research

References:

1. Champion, D.J. (2000) Basic Statistics for Social Research (Section, Chandler)
2. Goode, J, and Hatt P.K. (2001) Methods in social Research (New York: McGraw Hill)
3. Young, P.V. and Schind F. (1998), Scientific Social Surveys and Research. New York Practical Hall
4. D K Bhattacharyya 2009, Research Methodology, excel book India.
5. C. R. Kothari 2004, Research Methodology: Methods and Techniques, New Age International

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	CONTEMPORARY SOCIAL WORK: THEORY AND PRACTICES	8 hours
15MPHILC12		

Objectives:

- To enable students to learn about the profession of social work and its importance.
- To develop the knowledge of students about fields of social work, its practice and application.
- To develop an insight in students about various theories of social work.

Unit –I

Introduction about social work profession: concept, definition, meaning, objectives, need& importance of social work. Characteristics of profession, professional values & code of ethics, social realities & responsibilities of professional social workers.

Unit-II

Models and theories in social work: the problem solving model – psycho-analytic model – functional model – behaviour modification model – task centred case work model – therapeutic model – cognitive behavioural model – changing behaviours.

Unit –III

Rights perspective in social work: refugees, disability, environmental issues, disaster management, children, women, unorganized sector, gender and justice issue.

Unit –IV

Application of social work in different settings : industrial settings, correctional settings, medical and psychiatric settings , rural, urban and tribal development settings, family and child welfare, welfare of aged , youth welfare, women welfare and welfare of persons with disability.

Unit – V

Social planning & development – concept, importance, traditional social work, voluntary social work, solution and evidence based approach, strength based approach, empowerment and advocacy approach, social equity, social exclusion and social inclusion.

References:

1. William Borden 2013, Reshaping Theory in Contemporary Social Work: Toward a Critical Pluralism in Clinical Practice, Columbia University Press
2. Charles A. Glisson et.al, 2012, Social Work Practice with Groups, Communities, and Organizations: Evidence-Based Assessments and Interventions, John Wiley & Sons publication
3. Malcolm Payne 2015, Modern Social Work Theory, Palgrave Macmillan
4. Marion Bogo 2013, Social Work Practice: Concepts, Processes, and Interviewing, columbia university press.
5. Mel Gray & Stephen Webb 2012, Social Work Theories and Methods, sage publicers
6. Mel Gray, Stephen Webb 2012, Social Work Theories and Methods, sage publication
7. Roberta R. Greene 2011, Human Behavior Theory and Social Work Practice of Social Work Applications, Transaction Publishers. Volume 1

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	HUMAN RESOURCE MANAGEMENT	8 hours
15MPHILE11		

Objectives

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

Unit- I

Relevance of Theories of Management in 21st century –Henry Foyal, Elton Mayo, Frederick Taylor, Peter Drucker. Compensation Management System- Wage Structure, Impact on Industry, Human Resource Acquisition: Hiring Strategies, Ethics in Selection Process, Use of Psychometric tests in Selection process and its relevance.

Unit-II

Talent Management: issues and problems, Performance Management Systems: Performance Assessment Techniques, Role of Managers, Reward Practices, Performance Counselling, Mergers and Acquisition: Issues and Problems of workers, Policies and its impact on Mergers and Acquisitions

Unit-III

Organizational Behaviour- Concepts, Definition, History, Methods. Understanding of human behaviour - Process of Behaviour. Behaviour Models - Individual Behaviour and Group Behaviour - influence of group behaviour in an organizational environment. Employee Motivation at work places, Motivational practices and its impact on Attrition, Stress, Burnout: causes and consequences and its impact on work life.

Unit-IV

Leadership Theories, Individual Development – Team Development and Organizational Development : The Concept, Definition , Objectives , Evolution: Kurt Lewin, Robert Tanenbaum, McGregor, Herbert Shepard and Robert Blake. Scope and practice of OD, Emergence of OD as an applied Behavioural Science, OD Intervention: Factors influencing choice of an OD intervention.

Unit-V

Structured Intervention: Work Redesign, Work Module, Quality of Work Life, Management by Objectives, Quality Circles. Behavioural Intervention: Sensitivity Training, Transactional Analysis, Career Planning, Inter-Group Interventions: Team Building, Survey Feed Back, Managerial Grid.

References:

1. Ramasamy, T.(2011) Principles of Management, Mumbai, Himalaya Publishing House
2. Rao, V.S.P.(2010), Human Resource Management, New Delhi, Exell Books
3. Aquinas(2009), Human Resource Management, New Delhi, Vikas Publications
4. Aswathappa, (2009), Human Resource Management, New Delhi, TataMc.Growhill
5. Shahbaz and Anita(2010), Contemporary Human Resource Management, Altantic Publications.
6. Aswathappa,K.(2013), Human Resource Management, Text and Cases, New Delhi, McGraw Hill Education (India) Private Limited

M.Phil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	CONTEMPORARY METHODS IN COMMUNITY DEVELOPMENT	8 hours
15MPHILE12		

OBJECTIVES

- To help the Scholars gain an advanced understanding of community development and its theoretical basis.
- To introduce contemporary tools and approaches used in the community development field.
- To develop their Competency in Project Cycle Management

UNIT I

Community Development: Meaning, Principles Values. Approaches / Perspectives of Community Development: Needs, Rights, Structural Analysis Inclusions strengths based empowerment and justices social entrepreneurship.

Contemporary Community Practice Models: Community Participation, Community Empowerment, Social Capital, Sustainable Livelihoods, Community Driven Development, Asset Based Community Development, Appreciative Inquiry.

UNIT II

Community Need Assessment Tools: Baseline Surveys, asset mapping, Community Mapping, Capacity assessment, Application of Geographical Information Systems, SWOT Analysis, Public Forums (Hearings), Focus Groups, Observation, Semi-structured Interviews, Stakeholder Analysis. Social impact assessment, application of PRA methods. Problem analysis, policy analysis.

UNIT III

Community Planning Tools: Visioning. Participatory Project Planning, Logical Framework Analysis: Overview, advantages and limitations. Project Planning Matrix. Activity Planning, Gantt chart, budgeting, Indicators development – QQT – Quantity, Quality & time. Project Proposal format and guidelines.

UNIT IV

Community Project Implementation & Evaluation: Difference between monitoring and evaluation, types of evaluation, Participatory evaluation, tools used in evaluation-PRA, and input output ratio. Social audit, community score card, citizen report card.

UNIT V

Policy Practice: Policy Analysis, Budget Analysis, Advocacy, Building Coalitions and Networking. Fact Finding Missions. Macro Practice Documentation: Annual Reports, Project Documentation, Campaign / Advocacy material, Research reports, Media briefing, Publicity Material, Capacity Building Training Manuals, Corporate Social Responsibility, Social entrepreneurship and fund raising.

REFERENCES

1. Jerry W. Robinson & Gary P. (Paul) Green 2010 , Introduction to Community Development: Theory, Practice, and Service-Learning SAGE Publications.
2. Norman Tyler & Robert M. Ward 2010, Planning and Community Development: A Guide for the 21st Century, W. W. Norton & Company .
3. Rhonda Phillips & Robert H. Pittman 2009, An Introduction to Community Development
4. James Defilippis & Susan Saegert 2012 , The Community Development Reader, : Routledge , 2nd Edition.
5. Margaret Ledwith .2011 , Community Development: A Critical Approach, Policy Press; 2 edition .
6. J.Pretty, I.Gujit, J.Thompson and I.Scoones 1995. Participatory Learning and Action: A Trainer's Guide. London, IIED

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	CLINICAL SOCIAL WORK	8 hours
15MPHILE13		

Objectives:

- To enable the students to acquire knowledge on mental health problems.
- To make the students understand therapies relating to social work practice.
- To provide knowledge to the students regarding community health.

Unit 1 Basic concept of health:

Health- definition- changing concept of health- public health and community medicine- preventive and social medicine- levels of prevention. Dimension of health, Concept, definition and meaning of mental health. Medical sociology and social work – meaning and definition- relationship of sociology and Social work to medicine.

Unit-2 Mental Disorders:

Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Neurosis- Anxiety states, Depressive Reaction, Obsessive Compulsive Disorder, Convulsive Disorder, Phobic Reaction and Hypochondriasis b) Psychosis- Functional, Affective Disorders and Organic Disorders. Symptoms, Etiology, Diagnosis, Prognosis and Management of a) Psychosomatic Disorder b) Personality Disorder – Alcoholism, substance abuse, anti-social Behavior, sexual Disorder and Deviations. C) Psychiatric problems among children and adolescents. D) Epilepsy e) Mental Retardation f) post traumatic stress disorder.

Unit 3 Social Work approaches and therapies relating to group ,family ,marriage and sex.

Group Therapy: theoretical models, stages of group therapy, process issues including role of the therapist, techniques, applications of group therapy. Family Therapy: models for the assessment of families, common family problems and their treatment, treatment goals, methods of therapy, Marital Therapy: current approaches, divorce and mediation, pre-marital counseling. Sex Therapy: Individual and couple sex therapy, techniques, sex counseling-current approaches.

Unit 4 Therapies relating to children and patients with special conditions

Therapy with children: Introduction to different approaches, Psychoanalytic therapies, behaviour and play therapy for children and adolescents. Therapies and techniques in the treatment of Deliberate self harm, Chronic Mental illness. Learning Disability, Cerebral Palsy, Autism, Attention Deficit Hyper Active Disorder

Unit-V Community Health:

The Mental Hygiene Movement – scope of community mental health – primary prevention – community mental health education – Community Mental Health Programmes in India – CBR, Role of Govt. and Non-Govt. organization in health , Role of clinical social worker in Promotion of health.

References:

1. Jerrold R. Brandell 2011, Theory & Practice in Clinical Social Work , Wayne State University, *SAGE Publications , Second Edition.*
2. Jerrold R. Brandell 2015, Essentials of Clinical Social Work , sage publication
3. Lisa E. Cox et.al, 2015, Introduction to Social Work , sage publication.
4. Gordon J.G.Asmundson 2002, Clinical Research in Mental Health, (university of california, marshall school of business, san diego).
5. Introduction to Health Education, Walter H. Gresene, Bruce G.Simons- Morton Macmillan Publishing Company, New York, collier Macmillan Publisher, London.

MPhil-SW	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	Concept Paper	8 hours
15MPHILC12		

Objective:

To help the scholar develop holistic understanding about the concept in which they plan to do research.

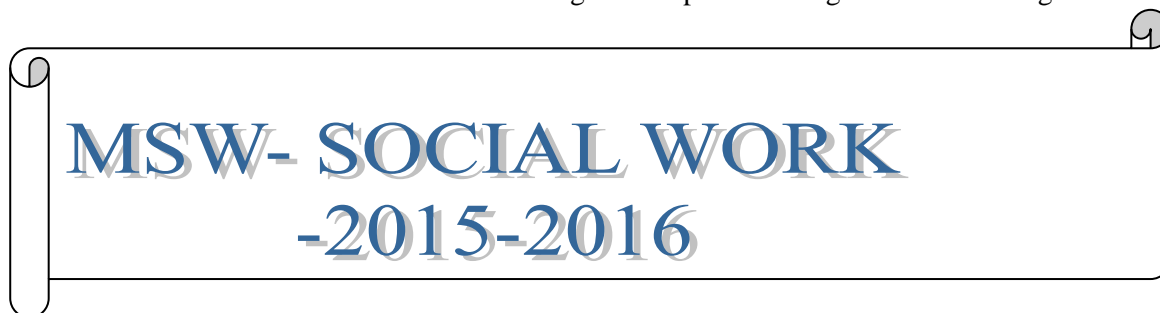
Structure of the paper:

The structure and the content of the paper would be finalized by the Research Guide in consultation with the research scholar.

MPhil-SW	Core	Max Marks 200 Int: 25 Ext: 75
Semester – II	Research Dissertation	8 hours
15MPHILC21		

Objective:

- To enrich the scholars with scientific research methods.
- To enable them to contribute to knowledge development through research findings.



MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS	6 hrs week
Code:15MSWC11		Credit: 4

Objectives

- To orient the students on the basic concepts related to professional social work
- To make the students to appreciate the professional values and ethics of social work
- To orient the students to Know about the various social problems and policy measures taken to address it

UNIT-I

Understanding Social Welfare, Social Work, Social Policy, Social Security, Social Development, Social Policy. Evolution of Social Welfare in U.K. U.S.A. and in India. Approaches and Models in Social Welfare and Social Work practice Professionalization of Social Work Practice.

UNIT- II

Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions.

UNIT – III

Social problem - Concept, Causes, Characteristics and Theories - Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- IV

Major Social Problems - Poverty, Unemployment, Commercial Sex Work, Beggary, Substance Abuse, Delinquency, HIV/AIDS, Problems of the people with disabilities. Social Work and legislative Interventions to combat social problems.

UNIT – V

Fields of Social Work - Community, Family, Health, School, Industry. International and National Associations for Social Work Education and Social Work Practice. Objectives and activities of IASSW, APASWE, NASW, IFSW, ASSWI. Problems and Challenges of Social Work Education in India. Role of Social Workers in Different Settings.

REFERENCES:

1. Chowdhry, Paul, (1992), Introduction to Social Work, New Delhi, Atmaram & Sons.
2. Cox, David & Pawar, M. (2006), International Social Work - Issues, Strategies and Programmes, New Delhi, Vistaar Publications.
3. Friedlander, (2005), Concepts and Methods of Social Work, New Delhi, Prentice Hall.
4. Gangarade, K. D, (2005), Gandhian Approach to Development and Social Work, New Delhi, Concept Publishers.
5. Madan, G.R. (1981), Indian Social Problems, Calcutta, Allied Publishers.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	UNDERSTANDING THE SOCIETY	6 hrs week
Code: 15MSWC12		Credit: 4

Objectives

- To make the students to understand the basic concepts and theories about society
- To enable the students to understand the contributions of different sociological thinkers
- To orient the students about the changes that is happening in the society

UNIT. I

Introduction to Social Sciences and its relevance to Professional Social Work. Concept of Society- Meaning, types and characteristics. Man as a Social Being. Community- Rural Urban and Tribal Communities. Social Organisations - Meaning and Forms. Concept of Associations - Difference between Society, Community and Association

UNIT. II

Introduction to Sociological Theories: August Comte, Spencer, Weber, Durkheim, Simmel, Karl Marx. Indian Social thinkers - Gandhiji, Vivekanandar, Ambedkar and EV Ramasamy.

UNIT. III

Concept of Culture. Culture and Society. Culture and Personality. Cultural Lag. Cultural assimilation. Civilization - Customs, Mores, Folkways. Socialization - Meaning, Agencies and Functions. Social Control - Meaning and agents - its effect on individual and society. Social Processes – Associative Processes - Co-operation, Accommodation, and Assimilation. Dissociative Process - Competition, Conflict,

UNIT. IV

Social Stratification - Meaning and Theories. Caste, Class and Race. Changing pattern of caste system in India. Social Mobility - Concept and factors for social mobility - Types of social mobility. Social Institutions - Marriage, Family, Religion - Meaning Types, and Functions and Changing Patterns - their Influence on individual. Social Inclusion & Exclusion.

UNIT. V

Social Change – Meaning, Theories, Causes and consequences. Social change in India. Group Behaviour - Social Groups - Primary groups, Secondary groups, Reference groups. Group dynamics - Crowd, Audience, Public Opinion, Propaganda and Group Morale.

REFERENCES:

1. Nisbet, Robert (1993), Sociological Tradition, Transaction Publishers,
2. Merton, R.K. (1968) Social Theory and Social Structure, New York, Free Press
3. Harry. M. Johns, (1993), Sociology – A Systematic Introduction, Chennai, Allied Publications.
4. Horton, P.S & Hunt, C. L. (2005), Sociology, New Delhi, Tata McGraw Hill.
5. Ramasamy, P. (2008). General and Medical Sociology, Chennai, New Millennium Publications
6. Singh, Yogendra, (1994), Modernization of Indian Society, Jaipur, Rawat Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	DYNAMICS OF HUMAN BEHAVIOUR	6 hrs week
Code: 15MSWC13		Credit: 4

Objectives

- To provide an orientation about the human growth and development.
- To make the students to understand the features of various life phases
- To develop the psychological testing skills of the students

UNIT.I:

Psychology – Definition- Meaning – Branches and scope of psychology – fields – Methods – Introduction to Cognitive theories – Health Psychology – Need – Role of Psychology in Health – Relevance of Psychology for Social Work practice.

UNIT.II:

Development of Psychology – A Historical Perspective: Introduction The early age pre – Scientific Psychology – the Modern age of Scientific Psychology – Structuralism – Functionalism – Behaviorism – Gestalt Psychology – Psychoanalysis – Transactional analysis.

UNIT.III:

Human Growth and Development: Meaning of development tasks – Biological foundation – Pre-natal development and Birth – Infancy – Baby hood – Early child hood – late child hood – Puberty-Adolescence – Early Adult hood – Middle adult hood – old adult hood – Physical , Psychological and social aspects of development.

UNIT.IV:

Human Learning – Meaning and Nature – Types of Learning – Theories of learning – Theory of Classical Conditions – Principles of classical condition – operant condition – Introduction to Behaviour Modification Techniques. Perception, Attitude, Attitude Formation.

UNIT.V:

Human Motivation: Definition – Meaning – Theories of Motivation – Basic Human needs – Personality – definition – Meaning – Theories – Types –Social Learning theory – Defence mechanism. Introduction to Psychological Testing – Definition – Types – Characteristics& Importance.

REFERENCES:

1. Ronald J. Comer,1998 wh. Freeman and Company. Fundamentals of abnormal psychology
2. M.S.Bhatia 2010.CBS Publishers & Distributors Pvt, Ltd, New Delhi, Chennai- Short text book of Psychiatry V edition
3. Michael gelder 2009 Paul Harrison and Philip cown oxford University Press – Shorter Oxford text book of Psychiatry V edition
4. Jaypee Brothers 2005 Medical Publishers (P) Ltd , Diagnostic and Statistical Manual of Mental Disordeers DSM – IV – TR
5. DevidH.BarlowV.Mark Durand 2008, Thomson, wadsworth, Abnormal Psychology

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	SOCIAL CASE WORK	6 hrs week
Code: 15MSWC15		Credit: 4

OBJECTIVES:

- To help the students understand the concepts, principles, process of social case work and its applications.
- To develop the competence of students to practice Social Case Work.

UNIT-I:

Social case work - Concept, definition, meaning, objectives and history. Dynamics of human behaviour and its application to social case work. Basic components of social case work - Problem, Person, Place, Process.

UNIT- II:

Principles of Social Case Work. Process – Intake(Types), Study(Case History Collection), Diagnosis(Prognosis), Treatment, follow up and termination. Understanding change and change process. Case History taking.

UNIT- III:

Models of Social case work- Social diagnostic (Richmond), Supportive (Hamilton), ProblemSolving (Perlman), Crisis Intervention (Rappaport) and Competence Based (Elleen Gabriel).Approaches to Social Case Work.

UNIT - IV.

Tools of helping- listening, the art of probing, conditions promoting therapeutic relationship: unconditional positive regard, genuineness and empathy, managing reluctant and resistant clients, resources mobilization, home visits and collateral contact.Transference & Counter-Transference.

UNIT V:

Application of Social work in different settings: family, educational, medical, Correctional and Industry.

Recording-importance, types: narrative, process, verbatim and summary.

Supervision- need and importance in the practice of Social Case Work

MSW I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FIELD WORK PRACTICUM	6 hrs week
Code: 15MSWC15		Credit: 4

REFERENCES:

1. Aptaker, Herbert. (1982), Dynamics of Case Work and Counseling, Boston, Miffin Pub.
2. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
3. Upadhyay,P.K. (2003), Social Case Work, New Delhi, Rawat Publications.
4. Perlman Helen (2011), Social Case Work, New Delhi, Rawat Publications.

Objectives:

- To expose the students to the realities and thereby strengthen their social sensitivity.
- To familiarize them with the organizations working among the vulnerable/disadvantaged groups.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL GROUP WORK	6 hrs week
Code: 15MSWC21		Credit: 4

Objectives:

- To help the students understand the concepts, principles, process of Social Group Work and its applications.
- To develop the competence of students to practice Social Group Work.

Unit – I

Introduction to Social Group Work: Definition, Objectives of Social Group work, the group and personality Development Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

Unit – II

Dynamics of group work Process: Process of group formation structure and demotion of the Pattern and Process of group interaction: group clinic, group diagnosis, leadership, Use of Socio metrics & Socio matrix.

Unit – III

Principles of Social group Work: Principles of planned group formation – specific objectives- purposeful worker group relationship – continuous individualization – guided group interaction – democratic group self-Determination – Flexible functional organization - Progressive programme experience.

Unit - IV

Group work Process: Intake – Study – diagnosis goal setting, treatment and Evaluation. Principles of Programme Planning. Programme Laboratory and its Relevance: Games, Singing and dance, arts and crafts, dramatics and role play, storytelling, Puppetry, Group discussion and exposure.

Unit – V

Role of Group worker- enabler, helper, supporter, therapist, resource utilization and evaluation. Skills of the social group worker.

Application of Social Group Work in different settings -Industry, Hospital, Family, educational, correctional. Preparation of group work records – guidelines for writing records – Research in social group work .

References:

1. Turner, J.F – Differential diagnosis & Treatment in Social work, Net York, the Free press
2. Heap, Ken: Group theory for Social workers, Penguman Press
3. Douglas, Tom: A Theory of Group work Practice, Macmilan press
4. TreckerHerleigh(1972), Social Group Work: Principles and Practice
5. Siddiqui, H.Y (2008), Social Group Work: Theory and Practice, New Delhi, Rawath

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WELFARE ADMINISTRATION & LEGISLATION	6 hrs week
Code: 15MSWC22		Credit: 4

Publications.

Objectives:

- To make the students to understand various social policies and social welfare administration
- To make the students to understand the administrative arrangements for social welfare administration in India
- To throw more light on various legal aspects, acts which are applicable in the field.

UNIT.I

Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangements and constitutional base for Social Welfare / Policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

UNIT.II

Policy issues related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and

evaluation. Guidelines to prepare project proposals

UNIT.III

Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act.Memorandum of Association.Constitution and Bye - laws.Functions of Governing Board.Provisions in Income Tax Act.Overview of administrative process.POSDCORB.Planning, Organizing, Staffing, Directing, Controlling, Reporting and budgeting.

Unit-IV

The Family Courts Act1984, The Protection of Women from Domestic Violence Act, 2005, The Dowry Prohibition Act, 1961, The Indecent Representation of women (Prohibition) Act, 1986, The Prohibition of Child Marriage Act,2006. The Compulsory Registration of Marriage Act, 2007,The Pre-conception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, Sexual Harassment at Work Place Act

Unit-V

Right to Information Act 2005,The Maintenance and Welfare of Parents and Senior Citizens Act, 2007, The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act 1989, Right to Education, Consumer Protection Act of 1986. Public Interest Litigation in India: Growth, issues to be raised in PIL, Legal Aid Services Authority Act

REFERENCE BOOKS:

- 1.KumarJha (2009) , Encyclopedia of Social Work, Social Welfare and Social Work, Anmol, New Delhi
2. Gautam et al, (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
- 3.Bhatiya&Dingh (2009), Social Policy In India, New Royal Book Company, Lucknow.
- 4.Bose.A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.

MSW I Year	CORE	Max Marks 100
Semester –II	COMMUNITY ORGANISATION	Int: 25 Ext: 75
Code: 15MSWC23		6 hrs week
		Credit: 4

- 5.Chowdhry, Paul, (1993), Hand Book on Social Welfare in India, Delhi, Atmaram

OBJECTIVES

- To help students understand community organization as a method of social work.
- To enable them understand the methodology of organizing the community.
- To help them develop an understanding about the application of community organization in different conditions.

UNIT I

Definition of community, characteristics and types of community (functional and geographical). Differences between rural and urban community. Importance of understanding the Community Leadership and the Power structure in the community.

UNIT II

Community Organisation – Definition, Objectives, Assumptions, and Principles. Community organization as a method of social work. Approaches in community organization – Neighbourhood Development Model, System Change Model & Structural Change Model.

UNIT III

Jack Rothmans Model- Locality Development, Social Planning and Social Action .Community organization and Community development. Phases /Steps in community organization- study, analysis, Assessment, DecisionMaking, Planning, Action and modification. Classification of methods /Tools (Arthur Dunham). Importance of Conflict Resolution Methods. Skills of a Community Organizer.

UNIT IV

Social Action: Definition, Principles, assumptions and strategies. Advocacy and Lobbying. Contributions of Gandhi, Saul Alinsky and Paulo Frierrrie.

UNIT V

Role of community organiser, Application of community organization method in issues related to Natural Resource Management, Public Health, Child Rights, Food Security, Civil Conflicts and Disaster Management.

REFERENCES

1. HY Siddique, (1984) Social Work and Social Action (Developmental Perspective), New Delhi, Harnam Publications.
2. Freire, Paulo, (1972) Pedagogy of the Oppressed, Penguin, Harmondsworth.
3. Anne Hope & Sally Timmel, (1984) Training for Transformation , London. Intermediate Technology Publications.
4. Mark.S.Homan, (1993) Promoting Community Change, California, Brooks/Cole Publishing Company.
5. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WORK RESEARCH AND STATISTICS	6 hrs week
Code: 15MSWC24		Credit: 4

Objectives:

- To enable students to understand the importance and need for Social work research and statistics.
- To help students understand the methodology of social work research and statistics and its application in the field.

UNIT I :

Basics of Social Sciences Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Social Work Research: Definition, Meaning, Present position and Agencies in India, Problems & Challenges in Social Work Research.

UNIT II :

Problem Identification, Review Of Literature (ROL), Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research. Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Factors influencing the choice of designs. Hypothesis – Definition, meaning, types, conditions, relevance in research. Pilot study and its importance.

UNIT III :

Universe and Sampling-Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Introduction to the application of Qualitative Research, Focused Group Discussion (FGD), Participatory Rural Appraisal (PRA) & Mixed Methodology.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD,SD). Correlation- Meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests. ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V :

Analysis , Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Social

MSW I Year	ELECTIVE	Max Marks 100 Int: 75 Ext: 25
Semester – 2	FIELD WORK PRACTICUM AND SUMMER PLACEMENT	6 hrs week
Code: 15MSWC25		Credit: 5

work using previous studies.

REFERENCES:

1. Anderson et al, (1991), Thesis and Assignment Writing, New Delhi, Wiley Easton Ltd.
2. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
3. Champian, DJ. (2001), Basic Statistics, Prentice Hall
3. Goode & Hatt, Methods in Social Research, McGraw Hill
4. Gupta, S P. (2005). Statistical Methods, New Delhi, Sulthan Chand.

Objectives for concurrent field work:

- To help students to understand the organizational responses to empower client groups
- To strengthen the competence in social work methods by practicing it in the field

Objectives for Summer Placement:

- To familiarize the students with the administration of agencies.
- To intensify the learning about the application of social work methods in different settings.

MSW II Year	CORE Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCES MANAGEMENT	6 hrs week
Code: 15MSWHR31		Credit: 5

Objectives :

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

UNIT I

Management -Definition, Concept, Principles. Schools of thoughts on Management - Scientific Management Movement - Henry Fayol's principles of management - Human Relations Movement - Systems Approach - Contribution of Frederick W. Taylor, Elton Mayo, Peter Drucker. Human Resources Management: Definition, Concept, Principles, Philosophy

UNIT II

Human Resources Planning - steps and methods. Manpower forecasting. Human Resource Acquisition: Recruitment - Modern methods - Selection Process - Uses of Psychometric tests in selection process, Job analysis- purpose and methods- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement, Attrition analysis, Retention Management: Need & objectives, method, Exit interview

UNIT III

Performance Appraisal, Performance Management System – History, Concepts, Philosophy, Process – Competency Mapping, Skill Matrix, 360 Degree Appraisal, Balanced Score Card, People Capability Maturity Model, Assessment Centre, Potential Appraisal, Performance Counselling, Mentoring

UNIT IV

Total Quality Management, Total Productivity Maintenance, Kaizen, 5 S, , ISO 9001, 15001, 18001, QS 9000, OHSAS, Social Accountability System,

Quality Circle, Just in Time, Corporate Social Responsibility,

UNIT V

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Organizational Culture- concept, factors affecting the culture- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques.

REFERENCE

1. Arya & Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	CORE Specialization: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	LABOUR LEGISLATION – I	6 hrs week
Code: 15MSWHR32		Credit: 5

Objectives

- To help the students understand the importance of labour legislations
- To impart knowledge about various acts which are essential in industrial setting.

UNIT.I

History of Labour Legislation, Labour in the Indian Constitution, Labour Administration and functions of Factory Inspectorate and Judicial set up.

UNIT.II

Factories Act 1948 with rules, The Tamilnadu Factories (welfare officers) Rules 1950, The Contract Labour (Regulation and Abolition) Act 1970 and relevant case laws

UNIT.III

The Tamil Nadu Shops and Establishments Act 1947. The Plantation Labour Act 1951, The Child Labour Regulation and Abolition Act 1986 and relevant case laws

UNIT.IV

The Employees Provident Fund Act 1952, Employees Deposit Linked Insurance Scheme 1976. Employees' Pension Scheme, 1995, The Payment of Gratuity Act 1972 and relevant case laws

UNIT.V

The Employees State Insurance Act 1948, The Workmen's Compensations Act 1923, The Maternity Benefit Act 1961 and relevant case laws.

REFERENCE

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Mishra, SN, (2007), Labour and Industrial Laws, Allahabad, Central law Publications.
4. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.
5. Vaidiyanathan .S & Sri Vidya, (2006), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency.

MSW II Year	CORE	Max Marks 100
	Specialization: Human Resource Management	Int: 25 Ext: 75
Semester – 3	EMPLOYEE WELFARE	6 hrs week
Code: 15MSWHR33		Credit: 5

OBJECTIVES

- 1) To enable the students to understand concept of employee welfare in the industry
- 2) To orient the students on the employee welfare programmes provided in the industries and its importance
- 3) To make the students to understand the problems of the employees and the importance of their welfare.

Unit - I

Employee Welfare- Concept, Definition, importance, Scope, Principles and Theories. Functions of Inspector of Health and safety and Commissioner of Labour.

Unit -II

Classification of welfare facilities – Statutory and Non-Statutory, Fringe Benefits. Family Welfare Programmes in Industry, Agencies of labour welfare. Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR

Unit – III

Welfare provisions under different legislations – Factories Act, Plantations Labour Act, Shops and Establishment Act, Motor Transport Workers Act, Mines Act, Unorganised Sector Workers Act

Unit -IV

Workers Education: Concept, Functions of Workers Education, Labour Welfare Fund, Industrial Housing, Canteen, Transport, ESOP, Sabbatical, Safety Committee, Workers Co-operatives

Unit – V

Employee welfare Provisions under Social Security. Appointment and Functions of welfare officers under Act, Social Work Practice in Industrial Setting – With Individuals, Groups, Community, Role of Industrial Social Worker in Industries.

References:

1. Memoria, C. B. (1966) Labour Problem and Social Welfare in India, Allahabad: Kitab Mahal
2. Punekar, S. D. (1978) Labour Welfare, Trade Unionism and Industrial Relation, Mumbai: Himalaya Publishing House
3. Tyagi, B.P. (1996) Labour Economics & Social Welfare, Meerut: Jaiprakash Nath.
4. Sarma, A.M. (1995) Aspects of Labour Welfare and Social security, Mumbai: Himalaya Publishing House.
5. Subramaniam, V. (1996) Factory Laws applicable in Tamilnadu, Chennai: Madras Book Agency.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	RURAL COMMUNITY DEVELOPMENT	6 hrs week
Code: 15MSWCD31		Credit: 5

Objectives

- To help the students understand the basic concepts & theories about rural community development
- To orient the students about various Government & Non-Government organizations working for rural community development

UNIT. I

Community Development - Concept, Meaning, Need, History, Principles, Objectives. Rural Development - Concept, Definition, Meaning, Need, Objectives. Rural Development in India - Origin and background - Srinekethan, Sevagram, Marthandam, Guregon, Baroda, Firka Development, Nilokheri and Etowah Pilot Project. Approaches to rural development - Gandhian contractive programme - Contribution of Vinobaji.

UNIT. II

Rural backwardness- causes and the need for planned change. Problems and Prospects with reference to agriculture and allied activities - Land and its use and Irrigation. Approaches to Rural Development – modern agricultural technology, social forestry, land reforms.

UNIT. III

Rural poverty - causes, consequences and measurement. Rural Issues relating to animal husbandry, rural migration, rural industries, *water scarcity*, *health and sanitation*.

UNIT IV.

Administrative and organizational arrangement for rural development from block to National level. Constitution 73rd amendment – Salient features of new Panchayati Raj system – Rural credit - role of co-operatives, banks, micro finance institutions and NABARD (National Bank for Agriculture and Rural Development). District Rural Development Agency.

UNIT V

Policy and Programmes – National Policy on Rural Development-objectives, importance and strategies.

Programmes-SYSY, SYRY (Sorna Jeyanthi Rojgar Yojana), MNREGP (Mahatma Gandhi Rural Employment Guarantee Programme), NRHM (National Rural Health Mission), ICDS (Integrated Child Development Scheme), PURA (Provision for Urban Amenities in Rural areas) and mid day meals scheme.

References:

1. Mammoria, (1998) Agricultural Problems in India, Himalaya Publishing Company, New Delhi
2. Goel, S.L. & Shalini Rajneesh, (2003) Panchayat Raj in India – Theory & Practice, New Delhi, Deep & Deep Publications.
3. Desai, Vasant, (2005) Rural Development in India, Past, Present and Future Challenges, Mumbai, Himalaya Publishing Company..
4. Coen Regntjes, Bertus Haverkort & Ann Waters Bayer, (1992) Farming For The Future, Netherlands, Macmillan & ILEIA.
5. Chambers, Robert, (1983) Rural Development – Putting the last First, Harlow.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	URBAN COMMUNITY DEVELOPMENT	6 hrs week
Code: 15MSWCD32		Credit: 5

Objectives :

- To provide basic concepts & theories about urban community development
- To orient the students on various Govt. & Non-Govt. organization for urban community development.

UNIT I

Definition and characteristics of urban areas - town, city, metropolis, suburbs, satellite towns. Urban Sociology, Urban Ecology and Environmental Psychology – its relevance for urban community development practice. Demographic and land use pattern in Urban areas. Social Area Analysis. Urbanization and urban growth in India and in TamilNadu.

UNIT II

Problems and prospects of Urban life – Crowding, Density, Noise, Air, Solid and Liquid waste disposal, Pollution, Urban housing, Water supply, Transport, Urban public health, Urban non-formal sector.

UNIT III

Urban Community Development - meaning and scope. Poverty in Urban areas, Urban development programs in India. Review of Indian experience in urban development with reference to Town Planning, . . IDSMD (Integrated Development of Small and Medium Towns etc) and JNNURM.

UNIT IV

Slums in India – *history, types, theories, causes and Conditions*, Culture of Poverty in slums. Urban poverty alleviation programmes. Slum Clearance and Improvement

UNIT V

Administrative *structure and functions* of policy arrangements for urban development with reference to Municipalities, Corporations, Metropolitan Development Authorities. Constitution -74th amendment and its relevance to urban development. Municipal Administration in TamilNadu.

References:

1. Aray & Abbasi, (1995), Urbanization and its Environmental Impact, New Delhi, Discovery Publications.
2. Diddee, Jeyamala, (1993), Urbanization – Trends, Perspectives and Challenges, Jaipur, Rawat Publication
3. Gill, Rajesh, (1994), Slums as Urban Villages, Jaipur, Rawat Publishers
4. Mahesh Chand & Puri VK, (1990), Regional Planning in India, Chennai, Allied Publishers.
5. Ramachandran, (1989), Urbanization and Urban System in India, New Delhi, Oxford University Press.

MSW II Year	CORE Specialization: Community Development	Max. Marks:100
Semester III		Int.25 Ext.75
Code:15MSWCD33	INTRODUCTION TO LIVELIHOOD PROMOTION	Hours 6
		Credit 5

OBJECTIVES

- To help the students understand the concept of livelihood and livelihood promotion
- To facilitate their understanding about the livelihood frameworks.
- To develop their skills in developing livelihood interventions.

UNIT I

Concept, Meaning, Principles, Need, History and Importance of Livelihood Promotion .Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social.Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood Outcomes.

UNIT II

Livelihood Frame Work Analysis – Different models – IFAD, DIFD, CARE, BASIX, IMM. Objectives of livelihood promotion – Enhancing Income, Increasing Food Security, Reducing Risk, Reducing variances in income, Reducing migration, Organizing Producers, Enhancing money circulation.

UNIT III

Steps and Tools in designing livelihood intervention. Internal and External context. Creating livelihood profile, Mapping of Community Assets, Profiling the local markets. Understanding Viability, Range of goods, Clustering, Internal & External Economies, Backward& Forward Linkages.

UNIT VI

Markets and Livelihoods- Importance of Sector, Sub sector, Value chain analysis in selecting an intervention.Understanding Rural & Urban Livelihood Linkages. Methods of Interventions – Technology, Training, Marketing, Policy Advocacy, Asserting Rights, Developing Local Economy, Credit, Infrastructure and Institution Building. Ownership and Management

UNIT V

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance. Government, Non Profit & Corporate Initiatives in livelihood promotion.

REFERENCES

1. Vijay Mahajan, SankarDatta and Gitali Thakur, (2001) A Resource Book for Livelihood Promotion, BASIX,
2. Phansalkar,(2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai, Sir Dorabji Tata Trust.
3. Livelihood - Key Concepts,(1999) ICRA Learning Resources
4. DFID (2001) Livelihood Framework - Sustainable Livelihood Guidance Sheets
5. Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HEALTH AND HYGIENE	6 hrs week
Code: 15MSWMP31		Credit: 5

Objectives :

- To orient the students on various concepts about Health & Disease.
- To enable the students to understand the various local, national and international organizations for health.

UNIT-I

Concept of Health and Disease - Physical, Social, Mental and Spiritual Dimensions of Health. Their importance on individual's positive health.

Public Health - Definition, meaning, functions and importance. Preventive, Social and Community medicine. Indicators of Health -Vital Statistics and its importance. Fertility , Mortality, Nupitality and Morbidity.

UNIT II

Medical Sociology ,Sociology of Medicine and Medical Social work - definition, meaning and their relevance to health and illness. Reproduction, Fertility and Contraception. Nutrition and health. Importance of nutrients and their consumption. Deficiency diseases - their prevention and control. Balanced diet. Health education-Principles and Methods.

UNIT III

Blood - composition, donation and transfusion. Blood Bank - nature, scope and functions. Disease- etiology, symptoms ,diagnosis and treatment. Communicable diseases like Leprosy, Tuberculosis, Malaria, Small pox, Cholera, Dengue, Sexually Transmitted Diseases and AIDS and Dengue - . Non communicable diseases like Cancer, Diabetes etc.

UNIT IV

Common health hazards among children. Mother and Child Health services - importance, programs of Government and non-governmental organizations. ICDS. Health Care Delivery system in India - Primary Health Centre, District Hospital –structure - staff pattern and functions and tertiary hospitals

UNIT V

Health planning and management - process and techniques. National Health, Population Policy and National health programmes in India. Occupational Health - Physical, Chemical, Biological, Mechanical and Psycho-Social hazards. Nature and functions of government and non government, local, national and international organizations for Health.

References:

1. Akhtar, R (2004) India: Health Care Pattern and Practices, New Delhi, APH Publishing
2. Nirmala Nikethan (2004) Community Care and Support for Persons Living with HIV/AIDS – Challenges for the New Millennium, Bombay, Nirmala Nikethan.
3. Pomerleau, J, & Mckee, M (Ed) (2006), Issues in Public Health, New Delhi, Tata McGraw Hill.
4. Mishra, R.C. (2005) HIV/ AIDS education, New Delhi, APH Publishing Corporation
5. Ramasamy, P. (2008), General and Medical Sociology, Chennai, New Millennium Publications.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MENTAL HEALTH	6 hrs week
Code: 15MSWMP32		Credit: 5

Objectives :

- To provide the basic knowledge about various mental illnesses.
- To explain the role of social workers in understanding and dealing with mental illnesses.

UNIT-I

Definition and Meaning of Mental Health, Mental Illness, Mental disorder. History of Psychiatry in India and abroad. International classification of mental illness. Relevance of knowledge of Mental Health and Mental Illness to Social work.

UNIT-II

Symptoms, etiology, diagnosis, prognosis and management of a) Neuroses - Anxiety states, Depressive reaction, Obsessive compulsive reaction, Convulsive disorder, Phobic reaction, Hypochondriasis. b) Psychosis- Functional, Affective disorders, Organic disorders.

UNIT-III

Symptoms, etiology, diagnosis, prognosis and management of a) Psychosomatic disorder, b) Personality disorders - alcoholism, substance abuse, anti social behaviour, sexual disorder, deviations, c) Psychiatric problems among children and adolescents, d) Epilepsy, e) Mental retardation.

UNIT-IV

Methods of treatment - Physical methods, Pharmacological management. Psycho- social methods, indigenous methods, Common cultural beliefs - culture bound syndromes, psycho-social rehabilitation in different settings.

UNIT-V

Community Psychiatry -History, principles and practices. Primary, Secondary and Tertiary prevention. Mental Health Act 1987 - Its implication to Professional Social Work Practice, District mental health programe-history-importance and applications.

REFERENCE

1. Antony, D,John,(2006), Mental Disorders Encountered in Counselling, Nochiodaipatti, Anugraha Publications.
2. Gelder, M et al,(2001), Shorter Oxford Text Book of Psychiatry, New Delhi, Oxford University Press.
3. Gabe, J et al,(2005), Key Concepts in Medical Sociology, New Delhi, Sage Publications.
4. Pilgrim,D, (2005), Key Concepts in Mental Health, New Delhi, Sage Publications.
5. Smith, E E et al, (2003), Introduction to Psychology, Bangalore, Thomson Asia Pvt. Ltd.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HOSPITAL ADMINISTRATION	6 hrs week
Code: 15MSWMP33		Credit: 5

Objectives

- To inform the students about the fundamental concepts of hospitals, hospital organization and hospital administration
- To help the students in learning about various hospital departments and their services, quality assurance in hospital service and Laws pertaining to hospitals.

UNIT -I

Hospital: Definitions, meaning, functions, history, growth and classification of Hospitals in India. Hospital Administration: Concept Definition, general principles , importance , functions.. Difference between Gneral and Hospital Administration.

UNIT -II

Hospital Organization: The Governing Boards, Committees. Hospital administrator , Role functions and duties. The Hospital Auxiliary Services. Role of Hospital in the Health Care Delivery System.

UNIT -III

Hospital Departments: Out-patient services, Dietary services, Nursing and Ward Management, Medical records, Laboratory services, Radiological services , Casuality and Emergency services., Human Resources Management(HRM) Department.

UNIT -IV

Quality Assurance in Hospital Service. Control of Hospital acquired infection and associated problems . Use of Computers in Hospitals. Ethics in Hospitals.

UNIT- V

Laws pertaining to Hospital: The Mental Health Act 1987 - Prevention of Food Adulteration Act 1954 - The Drugs and Cosmetics Act 1940 - The Births, Deaths and- Marriages Registration Act - The Epidemic Diseases Act 1897 - The Employees' Provident Fund Act 1952 - The Employees Pension Scheme 1995 - Employees Deposit Linked Insurance Scheme 1976 - The Employees State Insurance Act 1948.

References:

1. Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
2. Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
3. Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
4. Goel SL (1981) Health Care Administration – A Text book, New Delhi, Sterling Publishing House.
5. Goyal,RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall India

MSW II Year	CORE Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FAMILY WELFARE MANAGEMENT	6 hrs week
Code: 15MSWFC31		Credit: 5

Objectives

- To provide the basic concepts about family welfare management
- To make the students to understand their roles in enhancing the capacity of the family

UNIT.I

Family-definition, origin, type, values and its importance.Role of family in the development of its members.Joint and Nuclear family and its characters, strengths and weaknesses.Single parent family and its problems.Marriage and its role in the family process.Changing pattern of family.

UNIT.II

Family disorganization - causes, impact and remedies. Marital problems and ways to manage it.Dysfunctional family.Communication in families. Nature and blocks in decision making. Communication skills for day to day living.Families with problems and ways to manage them.

UNIT.III

Family welfare - Concept and programmes organized by national, international organizations.Family Court. International Year of the Family - objectives and programmes.

UNIT.IV

Family life management.Family life cycle - Growth, Needs and Development tasks for each phase. Family Life Education - meaning, objectives and its content. Sex Education.Population education and Family Health Education.

UNIT.V

Role of Social worker in enhancing the capacity of the family to cope with the changing trends.Marital and family counseling.Family counselingcenter and its function. Government programmes for the welfare of the family.

REFERENCES:

1. CarterBetly& Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.
5. Dulton, DG, (1988), Domestic Assault on Women, London, Allyn and Bacon Pub.

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	WOMEN & CHILD WELFARE	6 hrs week
Code: 15MSWFC32		Credit: 5

Objectives

- To offer the basic concepts, approaches and programmes for child welfare.
- To provide the basic concepts, approaches and programs for women welfare.

UNIT.I

The place of child in the family and in society. Status of Children in India - Stages of child development. Child rearing pattern. Needs and behavioral problems of different types of children – Infants, Destitutes, Gifted, Neglected, Dependent, Exploited, Child labor, Street children, Sexually exploited, Dropouts, Delinquent children, Physically handicapped and Emotionally disturbed children.

UNIT.II

Child Welfare - meaning, objectives and scope. Mother and Child Health Services. Child Guidance Clinics. Importance of recreation in child development. Substitute family care - Adoption, Foster Care, Institutional care and its scope and limitations.

UNIT.III

Concept of Women's Welfare - Changing role and status of women in India with reference to religion, family economy and in the Media. Women's movement with special reference to India.

UNIT.IV

Problems of woman - Marriage, Educational backwardness, Working women, Women deprived of normal home life, Adolescent mothers, Traffic in Women and Girls. Problems of maternity, childcare, Menopause. Violence against women - infanticide, rape, Wife battering, dowry death, sexual abuse and victimization.

UNIT.V

Programs for Women and Child Welfare - Central Social Welfare Board, State Social Welfare Boards - National Council for Women, All India Women's Conference, Kasturba National Memorial Trust, National Children's Board. Rights of Children. National Policy on Children - National Institute for Public Cooperation and Child development. Integrated Child Development Services (ICDS), WHO, CARE, UNICEF. Legislations related to Women and Children.

REFERENCES:

1. Berk, Laura, E, (1996), Child Development, New Delhi, Prentice Hall India
2. Kusuma, A, (1997), Creativity and Cognitive Styles in Children, New Delhi, Discovery Publishing House.
3. Prasath, J & Kumari Koushik Vijay, (1996), Child Education and Social Development, New Delhi, Kanishka Publishers.
4. Rattan, Vijay, (1997), Women and Child Development and Sustainable Human Development, New Delhi, Sulthan Chand & Co

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	YOUTH & MARGINALIZED SECTIONS	6 hrs week
Code: 15MSWFC33		Credit: 5

Objectives

- To provide the knowledge about the concepts, approaches and programmes for youth welfare.
- To orient the students about the concepts of people from marginalized section.

UNIT.I

Concept of Youth Welfare. Youth in contemporary Indian society. Different groups of youth. Problems of Youth - Psychological, Cultural, Social, Educational, Health, Occupational and Recreational.

UNIT.II

International Year of the Youth. Youth and Sports Policy. Existing service for youth- Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corp, Scouts and Guides, Youth exchange program, Leadership program. National Organizations - Structure and functions - Nehru Yuvak Kendra, YMCA, YWCA, VishwaYuvak Kendra.

UNIT.III

Handicapped-Concept, Attitude, Types, Causes, psycho-social effect, myths and misconceptions and stigma. Rehabilitation of the handicapped - psycho - social, vocational, educational. Various rehabilitation programs. National Policy for Handicapped. Agencies working for institutional care. National and International Organizations. Legal provisions- Persons with Disability Act 1995. Rehabilitation Council of India Act, National Trust Act.

UNIT.III

Marginalized communities - Meaning, criteria and classification - SC, ST and BC. Problems of the SC, ST & BC. Constitutional provisions, safeguards & welfare programmes for SC, ST & BC in five year plans. Role of NGOs and social workers for the welfare and development of weaker sections .

UNIT.V

The status of aged in India. Special needs and problem of the aged - Physical, emotional, social, occupational and adjustment problems. Programmes for the aged – Social Security for the aged, medical and institutional care. retirement benefits. Legislations related to aged, pension, provident fund and social security.

REFERENCES:

1. Chaturvedi TN, (1981), Administration for the Disabled – Policy and Organizational Issues, New Delhi, IIPA.
2. James, M,F, (1979), Untouchable: An Indian Life History, London, George Allen Unwin.
3. Jose,K, (1981), Scheduled Caste and Struggle Against Inequality – Strategies to empower the Marginalized, New Delhi, ISI.
4. Marry, Marshall, (1983), Social Work with Old People, London, Mcmillan Press.
5. Matha, D S, (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FIELD WORK PRACTICUM	6 hrs week
Code: 15MSWC34		Credit: 5

Objectives

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competent on it.

MSW II Year	NON MAJOR ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RIGHTS EDUCATION	6 hrs week
Code: 15MSWNM1		Credit: 4

Objectives

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.11

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

. The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, War victims, Prisoners, Custodial violence, Women and children, Senior citizens and Work situations.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

REFERENCES

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.

3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO

4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	LABOUR LEGISLATION – II	6 hrs week
Code: 15MSWHR41		Credit: 5

Objectives

- To make the students to understand legislations related to industrial deputes, trade union, catering establishment, labour welfare, holidays and permanent status of workman
- To provide knowledge to students on laws related to employment standing order, payment of allowances, wages and bonus.

UNIT.I

The Industrial Disputes Act 1947. The Trade Union Act 1926 and relevant case laws.

UNIT.II

The Tamil Nadu Catering Establishments Act 1958. The Tamil Nadu Labour Welfare Fund Act 1972. The Sale Promotion Employees (Conditions of Service) Act 1976 and relevant case laws

UNIT.III

The Industrial Employment Standing Orders Act 1946, The Tamil Nadu Payment of Subsistence Allowance Act 1981 and relevant case laws

UNIT.IV

The Payment of Wages Act 1936. The Minimum Wages Act 1948. The Payment of Bonus Act 1965 and relevant case laws

UNIT.V

The Apprentice Act 1961. The Tamilnadu Industrial Establishment (national and festival) Holidays Act 1958. The Tamilnadu Conferment of Permanent status of Workmen Act and relevant case laws.

REFERENCES:

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Kumar H L, (1994), Labour Problems and Remedies, New Delhi, Universal Books
4. Mishra, SN (2007), Labour and Industrial Laws, Allahabad, Central Law Publications.
5. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	6 hrs week
Code: 15MSWHR42		Credit: 5

Objectives:

- To enable the students to understand concepts of industrial relations, trade unions and collective bargaining
- To enable the students to understand various issues in the field of Industrial Relations.

UNIT-I

Industrial Relations - Concept, Objectives, Need, and Scope- Bipartite and Tripartite bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations. Concept of grievance, conflict and dispute. Recent trends in industrial relations in India. Approaches to Industrial Relations.

UNIT-II

Industrial dispute – causes and effects; Industrial unrest – types, impact, causes and prevention; Concepts – Strike, Lockout, Lay-off, Retrenchment, Termination, Discharge, Dismissal.

Management of Conflicts and Disputes: Process of Domestic Enquiry, Industrial Relations machinery – Negotiation, Mediation, Conciliation, Arbitration, Adjudication,

UNIT-III

Machineries of settlement of disputes – Works Committee, Conciliation Officer, Board of Conciliation, Court of Inquiry, Labour Court, Industrial Tribunal, National Tribunal.

Trade Unions -Concepts, Objectives, Functions, Structure, Administration, Growth of trade unions in India. Recent trends in union movement in India.

Employer's Association - aims, objectives and activities.

UNIT-IV

Collective Bargaining - concept, objectives, principles, scope, type, problems and process of bargaining; Difficulties in implementing collective agreements. Cases of Collective Bargaining based on field work experience.

UNIT-V

Workers Participation in Management- Concept, importance, objectives, forms and levels. Cases related to Workers Participation in Management based on field work experience.

ILO – History- Conventions – Recommendations followed in India.

References:

1. Bhatia SK,(2003), Constructive Industrial Relations and Labour laws, New Delhi: Deep & Deep.
2. Brian Lomas, (2006), Negotiating Successfully, New Delhi: Infinity Books.
3. Mamoria C B, (2005), Dynamics of Industrial Relations, Mumbai: Himalaya
- 4, Rao, Subba (1996), Essentials of Human Resources Management and Industrial Relations, Mumbai: Himalaya.
5. Sarma A M (1996), Industrial Relations – Conceptual and legal framework, Mumbai: Himalaya

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code: 15MSWHR43		Credit: 5

Objectives

- To provide information to students on compensation Management system and corporate quality
- To facilitate the students in bearing about Employee, Engagement Activities, Organizational culture and Training and Development

UNIT.I

Compensation Management System- Wage and Salary , Wage Structure , Wage Survey , Impact on Industry , Perks and Benefits , ESOP , Incentive and Bonus, Profit Sharing .

UNIT. II

Corporate Quality: Quality Circle, Total Quality Management, Total Production Maintenance, Kaizen, 5 S, Just in Time, ISO 9001, 15001, 18001, QS 9000, OHSAS.

UNIT.III

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR, Social Accountability System.

UNIT.IV

Organizational Culture- concept, factors and impact- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques. Team Building. Concepts- Team effectiveness, significance of team working,

UNIT.V

Training and Development: Definition, need and Scope of Training, Training Need Analysis, Assessment of Return-on- Investment (ROI) on training; Methods of training, On-the-Job Training, Coaching, Mentoring, Management Games, Case Study, Role Plays, Job Rotation, Simulation Training, Training for workers, supervisors and managers. Evaluation of Training.

REFERENCE:

1. Arya&Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K, (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S, (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar, (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry, (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	Core Specialisation: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ISSUES IN CONTEMPORARY DEVELOPMENT	6 hrs week
Code: 15MSWCD41		Credit: 5

Objectives:

- To provide training students in understanding the concept of globalization and its impact on livelihood of the people and changing industrial scenario in India.
- To inform the students about the issues and problems related to women and development, issues of appropriate technology and development, consumer protection and training and development.

UNIT-1

Concept of Globalization and its impact on livelihoods of the people, Agriculture and Allied sector. Employment Generation.

Energy and Development -types of energy and energy consumption. Energy Crisis, Alternative source of energy with reference to gohar / biogas, wind, solar and nuclear energy. Programmes to promote non - conventional sources of energy.

UNIT-II

Changing Industrial scenario in India. Problems and Prospects related to Special Economic Zones. Casualization of work force and their welfare.

Ecology and Development: Status of Environment, global environment issues, causes and strategies to maintain ecological balance.

UNIT-III

Women and Development: Problems / status of Indian Women. Women as partners in development. Programmes / Policies/*legislation*, organizations for women's development.

Child Welfare –status of Indian children, child protection, issues relating to protection, policies, programmes.

UNIT-IV

Policy for Health and development: Status of health in India. Burden of diseases. Issues and problems in Indian health delivery system. National *policies and* programmes for the promotion of health.

Water and sanitation–water for life, health issues from lack of water and sanitation, water security.

UNIT-V

Consumer protection: Consumerism, Problems of consumer. Genesis and Development of consumer protection policies and organization.

Training and Development: Concept, Meaning and Methods of Training in Community Development Practice.

References:

1. Desai N & Patel V (1985) Indian women – Change and Challenges in the International Decade, New Delhi, Popular Prakhasan.
2. Giriappa, S. (1996) Rural Energy Crisis, New Delhi, Himalaya Pub. House.
3. Lester, R. B (1985) State of World, New Delhi, Prentice Hall
4. World Bank, (2006) World Development Report, Chennai, Oxford University Press.

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	PARTICIPATORY PROGRAMME PLANNING &MANAGEMENT	Hours 6
Code:15MSWCD42		Credit 5

OBJECTIVES

- To help the students understand the importance of participation in development.
- To help them understand the process in participatory planning and management.
- To develop their skills in managing the programme.

UNIT 1

Concept, Importance and Types of Participation in development. Concept of stakeholder, stakeholder analysis , advantages and disadvantages of participation of different stakeholders.

UNIT II

Concept, Meaning, Types of development projects.Steps / Stages in Project / Programme Planning.Importance of Participatory Project Cycle Management. Methods and Tools to promote participation in the various stages of project Cycle Management.

UNIT III

Participatory and Professional Management Techniques to improve Project management. Situation Analysis, Problem Analysis, Force Field Analysis, SWOT Analysis, Gender Analysis, Logical Framework Analysis.

UNIT IV

Methods to improve project transparency –FCRA procedures, Social Auditing, Participatory Budgeting, Gender Budgeting –Environmental Impact Analysis.

UNIT V

Concept, Meaning and Importance of Monitoring and Evaluation.Components of M&E.- Physical, Financial, Staff Performance.Technical aspects – Output, Outcome & Impact.Trends in People’s Participation in M & E.

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997), Whose Reality Counts – Putting the First Last, London, Intermediate Technology Publications.
3. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
4. Ian Scoones& John Thompson, (2004),Beyond Farmer’s First, London, ITDG.
5. Andrea Cornwall &Garett Pratt, (2003) Pathways to Participation – Reflections on PRA,

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	INTRODUCTION TO SOCIAL ENTREPRENEURSHIP	Hours 6
Code:15MSWCD43		Credit 5

OBJECTIVES

- To facilitate the understanding about social entrepreneurship among students.
- To expose them to the social enterprises.
- To strengthen their competence in social entrepreneurship.

UNIT-1

Need and importance of Third Sector in development. Typology of third sector - Voluntary, NGO, NPO, CBO, CSO, Growth of third sector in India. Performance of third sector.

UNIT-II

Concept, Definition, Importance of social entrepreneurship. Social entrepreneurship Vs business entrepreneurship. Social entrepreneurs and social change. Qualities and traits of social entrepreneurs. Select case studies of Indian Magsasay Award winners as social entrepreneurs – Ela Bhatt, M.S. Swaminathan, Vargheese Kurien

UNIT-III

Concept, Definition, Importance of social enterprises, types of social enterprises. Similarities and differences between social enterprises and business enterprises. Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship, Corporate Social Responsibility.

UNIT-IV

Select case studies of Indian Social Enterprises.

Financial Management of social enterprises. Venture capital for social enterprises. Corporate, Community and government support for social enterprises

UNIT-V

Social Marketing: concept, the 4 P's of marketing, phases of social marketing. Case studies related to Social and service marketing in the field of Health, Education, Environment and Human rights.

REFERENCES

1. David Bornstein, (2007) How to Change the World: Social Entrepreneurs and the Power of New Ideas, Oxford University Press.
2. Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits – A Toolkit for Social Entrepreneurs, John Wiley and Sons.
3. Alex Nicholls (2006), Social Entrepreneurship: New Models of Sustainable Social Change, Oxford University Press,
4. Peter Drucker (1990), Managing the Non Profits Organizations: Practices and Principles, Harpercollins.
5. Fred Setterberg, Kary Schulman (1985), Beyond Profit: Complete Guide to Managing the Non Profit Organizations, Harper & Row.

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTINGS	6 hrs week
Code: 15MSWMP41		Credit: 5

Objectives:

- To provide basic knowledge about the concepts of Medical social work.
- To explain the role of medical social workers in dealing with social and emotional components of illness.
- To help the students in learning the concepts of psychiatric social work practice.

UNIT -I

Medical Social work – Definition, Concept, historical development in India and abroad, Different settings for medical social work, Hospital as a formal organization – goods technology, structure and functions.

Psychiatric social work – Concept, definition, meaning, scope, History of Psychiatric social work in India and abroad. Evaluation of Professional training and facilities for psychiatric social work in India

UNIT- II

Concept of patient as a person. Sick role and illness behavior. Hospitalization of patient – impact on family. Need and methods for involvement of family in treatment process.

UNIT- III

Problems of psychiatric patients during pre – hospital, post hospital, Phase – patient, family and community perspective. Family potentials for psychiatric treatment and psycho – social rehabilitation. Concept of team work and multidisciplinary approach.

UNIT -IV

Role of Social worker in general hospital and psychiatric hospital and in dealing with social and emotional components of illness. Concepts of team work and multidisciplinary approach in health care social and emotional components of illness – with special reference to leprosy, Cancer, disabilities, epilepsy, sexually transmitted diseases, AIDS, Tuberculosis, Physically handicapped.

UNIT- V

Medical camps – meaning and objectives. Role social workers in organizing medical camp in rural and urban areas. Organizational setup required for medical camps – resource mobilization for medical camps ,tele medicine and tele psychiatry

Rehabilitation centers, half way home, sheltered workshop, occupational therapy unit, residential homes, geriatric centers

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 15MSWMP42		Credit: 5

Objectives:

- To enable the students to understand the concept of drug abuse in different perspectives.
- To help them understand the importance of counseling in the process of recovery.
- To strengthen their skills that would enable them to perform their role effectively.

UNIT -I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills and therapeutic skills.

UNIT -II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy ,alternative therapies(art ,drama ,narrative and relaxation therapies)

UNIT- III

Importance and application of Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling ,family counselling– Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- post traumatic stress disorder ,man made disaster ,victims of natural disaster ,psychiatric emergencies ,suicide. Relevance of counseling while dealing with persons with mental disabilities.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukul, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukul, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukul, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	DISABILITY MANAGEMENT	6 hrs week
Code: 15MSWMP43		Credit: 5

Objectives:

1. To sensitize student about the various disabilities
2. To diagnose the learning difficulties of students and helps than overcome the same.
3. To help students to review and reflect on the program of the course and where appropriate to identify ways of seeking changes in which habits or behavior.

UNIT- I

Disability: Definition, Causes, types and Prevalence of various disabilities. Learning Disability: awareness creation, Early Identification, Treatment and rehabilitation Prevention and Management of disabilities at Primary, Secondary and tertiary levels. Societal Attitudes towards persons with disability.

UNIT -II

Historical Perspective of Disability (Prevalence of Psychological and Sociological disability) in India and abroad (UK, USA), Governmental measures and programmes for persons with Disabilities

UNIT- III

Rehabilitation: Role of community involvement – Social Mobilization – guidance – Types of guidance – Net working with other service organizations - (Organized sectors – self – employment) – Government welfare Programmes

UNIT- IV

Approaches – Technology in disability – International Organizations working in the area of disability – National Legislation – U NO Conventions and declarations.

UNIT- V

Role of Social work methods with special groups (Woman, aged, children, Transgender). Multi disciplinary rehabilitation team and their roles – process of rehabilitation – early identifications – treatment – vocational rehabilitation.

References:

1. Albrecht G.C.Katherine D seelman & Michael Burry, (2001), Hand Book of disability studies, sage, London.
2. Sanchiler, Social welfare India.
3. Karanth, Pralibha & Joe Rozanio (2003), Learning disability in India, sage, London.
4. Hegarty seamous & Mithu Alur (2002), Education and children with special needs, Sage, London.
5. Grant (2005) Learning Disability, A Life cycle approach to valuing people, Open University press, London.

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	POPULATION DYNAMICS AND FAMILY PLANNING	6 hrs week
Code: 15MSWFC41		Credit: 5

Objectives:

- To inculcate the ideas about basic concepts and theories population and population status of India.
- To help the students to know about major demographic process, population growth and development and various aspects and methods related to family planning.

UNIT I

Introduction - importance of studying population - Population studies and demography - Basic demographic concepts. Demography as a social science, its relationship with sociology, social work, economics, political science - population theories - classical schools of thought; Malthusian - theory, optimum population theory, Marxist view on population and the theory of Demographic Transition.

UNIT II

Population characteristics - structure of Indian population sources of data, census, census operation, and census machinery.

UNIT III

Major demographic process - mortality, Infant mortality, Fertility, Morbidity, Migration - Definition, Factors (Social, economic and cultural) affecting these problems.

- a) Fecundity, sterility social basis of biological limits
- b) Society and sexual behavior - social attitude towards sex, sex taboos, puberty customs, Physical maturation, and age at marriage.

UNIT IV

Population growth and socio-economic development - population growth and availability of food, nutritional status, health and medical services, energy crises. Population growth and population trends -population policy - population projection.

UNIT V

Family planning - importance of family planning in India, Policies related to family planning, objectives of family planning, various family planning methods with their side effects. Population education - aims and importance of population education.

REFERENCES:

1. Bose, A. et al, (1970), Studies in Demography, London, George Allen Unwin Ltd.
2. Bhende, Asha, A, (1997), Principles of Population studies, Mumbai, Himalaya
3. Gupta, A, (2001), A billion is enough, New Delhi, IMH Publisher
4. Mitra, Ashok, (1978), India's Population : Aspects of quality and Control, New Delhi, Abhinav Publications.
5. Narain, Vatsala, (1983), Population policy perspectives in developing countries, Mumbai, Himalaya

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FAMILY AND MARITAL COUNSELLING	6 hrs week
Code: 15MSWFC42		Credit: 5

Objectives:

- To provide the information on counselling and enable them to acquire skills of counselling for carrying out counselling services related to family and marital problems
- To inform the students about the scope of counselling practice among families and marital partners.

UNIT I

Meaning and definition of counseling. Need and scope of counseling. Difference between Counseling, Guidance, Advice, Direction and Instruction.

UNIT II

Principles of Counseling - participation, individualization, confidentiality, communication, acceptance, self awareness, non-judgmental goal of counseling - Facilitating behavioral change -promoting decision making - facilitating client potential - enhancing coping skill - improving relationship

UNIT III

Counseling process - Counseling model -attending - responding to client - personalization of their experience - initiating action responses The five stage model - describe and identify the problem operationalize the problem - set goal and negotiate - intervene –exit. Consolidation of self help skills. Practice of counseling in family setting. Family - Family as a system - The family life cycle - Understanding the dysfunctional Family -Dysfunctional family system ,Life cycle task of the dysfunctional family system.

UNIT IV

Skills of a counsellor, listening-interviewing, rapport building, encouraging, characteristics of counsellors.

UNIT V

Scope of counselling - Family counselling to problem children, de-addiction counselling, crisis counselling, health counselling, family and genetic counselling, setting up a counselling center.

REFERENCES:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling.
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2003) Skills of Counselling – Micro Model, Nochiodaipatti, Anugraha Publications.
4. John, Antony (2005) Self Psychology Counselling, Nochiodaipatti, Anugraha Publications.
6. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 15MSWFC43		Credit: 5

Objectives:

- To enable the students to understand the concept of Counselling and Psychotherapy
- To expose them to various therapeutic models.
- To help them understand the application of Counselling and Psychotherapy in different settings.

UNIT- I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills.

UNIT- II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy.

UNIT- III

Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling – Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- Mental Disorders and Counselling.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FIELD WORK PRACTICUM AND PRE EMPLOYMENT TRAINING	6 hrs week
Code: 15MSWC44		Credit: 5

Objectives for concurrent field work :

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competence on it.

Objectives for Pre employment (Block Placement) field work

- To orient students towards organizational performance.
- To strengthen the core social work competencies through intensive practice.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PROJECT REPORT	6 hrs week
Code: 15MSWC45		Credit: 5

Objectives

- To provide an opportunity for the students to apply the various concepts.
- To help students develop their competency in doing research.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 1	POSITIVE PSYCHOLOGY	Hrs: 2 hrs week
Code: 15MSWV11		Credit: 1

Objectives:

- To orient students to the positive perspective of Psychology.
- To develop their understanding and its application in the practice of Social work.

UNIT I:

Positive psychology- concept and importance, Classification and measures of strengths.

UNIT II

Resilience-concept and importance, protective and risk factors, strategies to foster resilience.

UNIT III:

Pro social behavior – altruism, gratitude and forgiveness.Triangular theory of love.

UNIT IV:

Positive Environments – positive parenting, positive discipline, positive schooling,positive communities and me/we balance.

References:

1. Snyder,C.R.et al,(2011), Positive Psychology,NewDelhi,Sage Publications India Private Limited.
2. Snyder,C.R. ed.,(2002), Handbook of Positive Psychology, New Delhi, Oxford University Press.

MSW I Year	Value added	Max Marks 100
Semester – 1	LIFE SKILLS	Int: 50Ext: 50
Code: 15MSWV12		2 hrs week
		Credit: 1

Objectives:

- To expose students to psycho social skills.
- To develop/strengthen the psycho social competence of students.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex.Empathy: concept of empathy, importance, development of empathy.

Relationship management: importance, expectations, conflicts, nurturing relationship.Communication:objectives,passive,aggressive and assertive communication.

UNIT II:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT III:

Problem solving: concept of problem, problem analysis, problem solving techniques.

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	COMMUNICATION FOR SOCIAL WORKERS	2 hrs week
Code: 15MSWV21		Credit: 1

Objectives:

- To enable them to understand the importance of communication.
- To help students develop the skills in communication

Unit – I

Communication – definition, need, Principles, people, approaches, problems. Communication channels

Unit – II

Functions, principles and goals of communication in professional social work. Social importance of communication – Communication in problem solving situation – Individual, group, Community, communication for social action – Social work as a communicator

Unit – III

Intrapersonal and interpersonal Communication – person to person to group and person to masers – Building effective relationship – Johary window – Transactional analysis – Communication to a person – Conversation – Interview – Body Language – Communication to group - Speech, Video taps, role play, mines, songs, dramas and street theatre .

Unit – IV

Communication to Masses – Mass Media: films – types – documentary, art, commercial educational religion – its impact electric media – Television – its effect to India society

Unit – IV

Mass Media and social issues, social changes, Mass Media in the Process of Social Development – in the area of family planning, rural development, work and child development programs, Non – formal health education health care etcNews paper and magazines and social issues – role of Mass media in natural integration

References

1. Kuppusamy, K.(1984): Communication and social Development in India , Banking Media Promotors
2. Bannerjee, S.(1979): Family planning communication, Acritique of the India Programmes
3. C.S.Rayudu: Media and Communication Management, Himalaya Publishing House
4. Krishna Mohan, MeeraBanerji: Developing communication Skills (Social education
5. P.kiranmaniDuttGeethaRajeevan: Basic Communication skills

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	HUMAN RIGHTS	2 hrs week
Code: 15MSWV22		Credit: 1

Objectives:

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.II

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, Women and children, Senior citizens.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

References:

1. Diwan P &Diwan P,(1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	BASIC ACCOUNTING PROCEDURE	2 hrs week
Code: 15MSWV31		Credit: 1

Objective:

The subject is to introduce the fundamentals of financial accounting and how these could be used for Social workers.

Unit – I

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Tally in basic accounting procedure

Unit – II

Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure.

Unit – III

Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – IV

Bank Reconciliation Statements – Meaning – Preparation of Reconciliations Statement (Simple problems only).

Unit – V

Non-Profit Organization – Introduction – Preparation of Receipts and Payments accounts – Preparation of Income and Expenditure accounts.

References:

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

References:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain& K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – HR: APPLICATION OF SOFTWARE IN HR	2 hrs week
Code: 15MSWV32		Credit: 1

Objective:

- Application of Software in HR
- To expose the students on application of software in HR admin
- To make the students to understand the appropriate tools in HR
- To provide opportunity to work on Application of software

Unit- I

Components of Wage, Methods of fixing wages, Attendance marking, Absenteeism Rate

Unit- II

Using Excel sheet- Calculation of wages, Deduction for ESI, EPF, Absenteeism,

Unit- III

Practical's using Excel sheet, online enrollment and deduction, submission of records for ESI, EPF

REFERENCE

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – MPSW : PRA	2 hrs week
Code: 15MSWV33		Credit: 1

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA. Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity

matrix, Problem / Solution Matrix, Pair wise diagram, Focus Group discussion, Triangulation ,Visuals, Matrixes, Observation, Interviews, Stakeholder workshops and meetings.

UNIT III

Using PRA for different purposes – Planning, Monitoring and Evaluation.PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. Neela Mukherjee, (1994), Participatory Rural Appraisal – Methodology & Applications, New Delhi, Concept Publishing Company.
- 4.Jules Pretty, Irene Guijit, John Thompson & Ian Scoons, (1995) PLA – A Trainer’s Guide, IIED.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – CD : ADVOCACY	2 hrs week
Code: 15MSWV34		Credit: 1

OBJECTIVES

- To help the students understand the concept and importance of advocacy.
- To strengthen their competence in advocacy.

UNIT I

Advocacy – Concept, need, types of advocacy, Advocacy Cycle: Issue identification, research & analysis, planning, action, Evaluation. Building foundations – gathering policy and political information, Assessing risk, Building Strategic relationships, establishing credibility.

UNIT II

Analyse Policies – Identify policy issues, identify key actors and Institutions, analyze the Policy environment, summarize the policy findings and identify options for policy change. Advocacy Strategy: Select target audiences, set a policy goal, identify allies and opponents, identify key messages and define advocacy activities.

UNIT III

Framing a plan: Set a time line, prepare a budget, prepare a log frame, and plan for monitoring and evaluation. Advocacy tactics: develop clear messages, reinforce messages, work through coalition, Communicate effectively, Negotiate, use of media and manage risks.

REFERENCES

1. PeltonEmity and Sprechmann Sofia (2001), **Advocacy tools and guidelines**, Atlanta, Cooperative Assistance and Relief Every (CARE)
2. Isaac Joan (2003), **Advocacy in Action**, Council for International Development.
3. Sharma R.Rita, **An Introduction to Advocacy**, Support for Analysis and Research in Africa (SARA)
4. Gordon Graham (2002), **Understanding Advocacy**, England, Tearfund Publications.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	RESUME WRITING, FACING INTERVIEW AND GROUP DISCUSSION	2 hrs week
Code: 15MSWV41		Credit: 1

Objectives:

1. To help the students to understand the resume writing
2. To help student to aware of interview process

Unit – I

Resume basics – Getting started – Purpose – format – useful sections – Objectives, Profile, Education, Relevant experience, relevant course work, Projects, Activities, Volunteering and honors, Skills.

Unit – II

Resumes and cover letters – Resume tips – Resume language, Resume mistakes, Don'ts, Dos, getting training, Plan to work internationally writing an effective cover letter, some general rules about letters, Action verbs for the resume, Sample cover letters.

Unit – III

Resume – Social Work – objectives, education – grade, scholarships and awards, professional development and certificates, skills profile – community development and Programme planning, individuals and group Counselling, administration, general transferable skills, work experience. Volunteer and community programme Co – ordinator, educational assistant, work experience co – ordinate, Memberships and activities. Memberships, Community / Volunteer service, Interests (General)

References:

1. Resume Basics – Getting started, career development and education, MAT 106, 253.692.4421, tcareer@u.washington.edu.
2. Card sozaka – Diaz Resumes and Cover letters, Sozaka@fas.harvard.edu

3. Kelly trevena, Resume – Social work, University of Region, career centre, www.urgenis.ca/career centre

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – HR:MAT LAB MANAGEMENT TRAINEE EXAMS PREPARATORY LAB	2 hrs week
Code: 15MSWV42		Credit: 1

Objectives

1. To help the students to concept of management trainee exams
2. To aware the principles of management trainees exams.

Unit-I.

General Aptitude and Reasoning, English Language,

Unit-II.

Comprehension types questions, General Awareness

Unit-III.

Principles of Management, Recruitment, Performance Management, Training and Development, Career Planning, Compensation and Benefits, Trade Union, Industrial Relation, Labour Legislation.

Reference

1. Aggarwal,R.S., Quantitative methods
2. Pandey,M.K., Analytical methods
3. Mamoria CB & S.Mamoria, Dynamics of Industrial Relations in India.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – MPSW: DISASTER MANAGEMENT	2 hrs week
Code: 15MSWV42		Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

- 1) K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
- 2) Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
- 3) New Delhi: Indian Red Cross Society/ American red Cross
- 4) Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red
- 5) cross
- 1) Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
- 6) Global Issue and Initiatives , Sage Publication/.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB –CD: DISASTER	2 hrs week
Code: 15MSWV42	MANAGEMENT	Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

1. K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
2. Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,

3. New Delhi: Indian Red Cross Society/ American red Cross
4. Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
5. Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
6. Global Issue and Initiatives, Sage Publication.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 15MBAC11	PRINCIPLES OF MANAGEMENT	5 hrs week 4 Credits

Objectives:

The subject will provide a fundamental exposure to the theories in management and practice by contemporary executives with international perspective.

Unit I: Management

Management: Definition - Nature, Scope and Functions - Evolution of management thought -Relevance of management to modern industry, government, university, hospital & other institutions. Management and society.

Unit II: Planning

Planning: Nature and importance – procedure - Types of planning, Techniques & strategies. MBO - Meaning, Objectives, process. Forecasting: Meaning, Objectives, and Process. Decision making – policy, strategy & techniques.

Unit III: Organizing

Organizing: Nature, purpose, Organizational Structure, theories of organization - Span of control, Line & Staff functions. Authority & Responsibility, Centralization and Decentralization - Delegation of Authority – Span of control - pros and cons, factors to be considered in the establishment of organization.

Unit IV: Staffing, Directing & Coordination

Staffing – Definition- Steps in staffing process- Manpower planning. Directing - Nature of directing - Leadership qualities – styles – Motivation - morale and discipline –incentive for motivation – Nature & purpose of coordination - Techniques of coordination.

Unit V: Controlling

The system and process of Controlling - Control Techniques. Information Technology -Productivity and Operations Management - overall control and future through preventive control - global controlling strategies.

References:

- 1) Harold Koontz, Heinz Weihrich 7th Ed 2007 - TATA McGraw HILL Essentials of Management – an international perspective
- 2) Harold Koontz, Heinz Weihrich, a Ramachandra Aryasri - TATA McGraw HILL – Principles of Management.
- 3) R N Gupta 2007 S.Chand- Principles of management.
- 4) By Cassidy kreitner - Cengage Learning Publisher International Books - Principles of Management – 2013.
- 5) By K. Natarajan & KP. Ganesan – Principles of Management. Himalaya Publication Pvt, Ltd, - 2012
- 6) By T. Ramasamy - Principles of Management.- Himalaya Publication Pvt, Ltd, - 2013.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	ACCOUNTING FOR MANAGERS	5 hrs week
15MBAC12		4 Credits

Objective:

The subject is to introduce the fundamentals of cost accounting and how these could be used for management decision making.

Unit – I Financial Accounting:

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure. Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – II Cost Accounting

Introduction – Meaning of Costing and Cost Accounting – Difference between Cost Accounting Vs Financial Accounting and Management Accounting – Scope and Objective of Costing – An Aid to Management – Elements of Cost – Preparation of Cost sheet (Simple Problems only).

Unit – III Analysis and Interpretation of Financial Statement

Concepts of Financial Statement and their Nature – Limitations of Financial Statements – tools – Comparative financial statements common size statements Trend Percentages – Ratio Analysis: Short Term Financial Ratios Long Term Financial Ratios Profitability Ratios – Proprietary and Yield Ratios – Turnover Ratios.

Unit – IV Fund Flow and Cash Flow Analysis

Funds Flow Analysis – Concept of Funds – Sources and uses of Funds –Managerial Uses of Funds flow Statements – Cash Flow Analysis – utility of Cash Flow Statement – Construction of Cash flow and Funds flow Statement with simple adjustments.

Unit – V Budgeting and Marginal Costing

Budget and Budgetary control – Concept – Nature and Objectives – Preparation of Sales Budgets, Production Budget, Purchases Budget, Cash Budget – Flexible Budgets and Master Budget. Marginal Costing: Marginal Vs Direct and Differential Costing – Key Factor – Break Even Analysis – Margin of Safety – Cost Volume Profit Relationship – Applications of Marginal Costing.

References:

- 1) S.P.Jain and K.L.Narang, 2011, Kalyani, Publishers -Cost Accounting Practice and Theory
- 2) Richard M. Lynch, 2010, Tata McGraw Hill- Accounting for Management
- 3) By Dr.Meena Gayol - Accounting for Managers - Publisher: Wiley India Private Limited - 2013
- 4) By J. Madegowda – Accounting for Managers – Himalaya Publication Pvt, Ltd, - 2012.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	QUANTITATIVE METHODS	5 hrs week
15MBAC13		3 Credits

Objectives:

This subject aims at providing a quantitative basis in solving business problems. It has also to provide an in-depth understanding in the statistical application to business research problems thus laying a foundation for seminar course on Research methodology in the Second Semester.

Unit I: Introduction:

Mathematics: Sets, Relations, Fundamental representations, A.P., G.P. and their application to financial mathematics. Derivatives, higher order derivatives, application of derivatives. Maxima and Minima and its application to business problems.

Unit II: Techniques of Data Arrangements, Central Tendency & Dispersion:

Frequency distribution, graphing frequency distribution, Different types of tabulations, Polygons, Lorenz curve, Histogram, Bar charts, Pie Diagrams, Pictograms etc. Arithmetic Mean, Geometric Mean, Weighted Mean, Median, Mode Different Formulas, Comparison Range, Mean deviation, Standard Deviation.

Unit III: Probability Application in Management, Sampling & Design:

Basic concepts, three types of Probability, Probabilities under concepts of Statistical , Bayes Theorem, Distributions: Random variables, Expected value in decision making, Binomial, Poison, Normal distributions, Introduction, various sampling Distributions, considerations in sampling, sample size and standard error.

Unit IV: Testing Hypothesis, Chi-Square and Analysis of Variance & Regression:

Basic concepts, testing of means, Samples with population, standard deviation, measuring the power of Hypothesis Test, Hypothesis Testing Proportions – Large Sample, Hypothesis testing under different conditions, differences between means and proportions, probability values in Hypothesis testing.

Estimating using Regression Line, Correlation analysis, coefficient of correlation, Rank correlation, making inferences about population parameters Errors and Caveats Multiple Regression, Multiple Correlation analysis, Finding the Multiple Regression Equation, Making Inferences about population parameters, Modeling Techniques.

Unit V: Non Parametric Methods, Time Series Analysis, Index Numbers & Decision Theory:

Introduction, Variations, Time Series, Trend Analysis, Cyclical Variation, Seasonal, Irregular Variations, Time Series, Analysis in forecasting.

Definition, UN weighted Aggregates, Index weighted, Aggregate Index, Average of Relatives methods, Quantity and value Indices, Issues in constructing and Index number.

References:

1. Statistics Methods, 2012, Sulthan Chand, New Delhi, India.
2. By K. Karunakaran & B.M. Aggarwal - Quantitative Methods –I - Himalaya Publication Pvt, Ltd, - 2013.
3. By Paolo Brandimarte – John wiley & Sons, Canada – Quantitative Methods an Introduction for Business Management. – 2011.
4. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	BUSINESS ECONOMICS	5 hrs week
15MBAC15		3 Credits

Objectives:

Knowledge of economics as applied to management decision making is fundamental to any M.B.A. course. This course is aimed at providing applied skills to managerial problems using economic theory.

Unit I: Introduction

Introduction to Business Economics - Nature and Scope - Role and Responsibility of managerial economist in business – Fundamental Concepts - Objectives of a firm

Determinants of Demand - Law of Demand and Demand Curve - Individual Demand and Market Demand - Price, Income and Cross Elasticity of Demand.

Unit II: Market Structure

Perfect Competition - Monopoly - Inefficiencies in Monopoly - Price Discrimination - Relevance of Perfect Competition and Monopoly.

Monopolistic Competition - Price rigidity and interdependence.

Unit III: Pricing

Pricing Policy - Role of cost in pricing - Different methods of pricing in Market (Multi - product pricing) - Administered Prices.

Unit IV: National Income

National Income – Circular Flow of Income – Meaning of GDP - Concepts of Gross and Net Income – Problems in Calculation of National Income – Importance of National Income Analysis

Unit V: Role of Government in Economics

Roles of Fiscal and Monetary policies - Balance of payments – Deficit balance in BOP – Implications and remedial measures. Business Cycles – Phases of Business Cycles – Control measures on the effects of business cycles.

References:

1. R.L.Varshney – Sulthan chand & sons -19 th Edition- Managerial Economics .
2. By Kuldeep Gupta Raj Kumar - Business Economics UDH Publishers & Distributors (P) Ltd – 2013.
3. By Appannaiah, Reddy & Shanthi – Economics for Business - Himalaya Publication Pvt, Ltd, - 2013.
4. By Dr. K. Jothi Sivagnanam & Dr. R. Srinivasan (Author) - Business Economics.- McGraw Hill Education (India) Private Limited – 2010.
5. http://finmin.nic.in/the_ministry/dept_eco_affairs/dea.asp

MBA I Year	CORE	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	ORGANISATIONAL BEHAVIOUR	5 hrs week
15MBAC15		3 Credits

Objectives:

This course aims at providing in-depth knowledge in Organizational Behavior to enhance the problem formulation in solving skills with a focus on human relations aspects.

Unit I: Introduction

Organization Behavior - Concepts, Definition, History, Methods. Understanding of human behavior - Types, process of behavior, Behavior models. Case studies.

Unit II :Group Dynamics

Formal and Informal group - Interaction process and group standards. Leadership in industry -Functions, Types, Theories. Leadership skills.

Unit III: Job Satisfaction

Job satisfaction - factors affecting job satisfaction, remedial measures. Human engineering in industry. Role and functions of industrial psychologist, use of psychological tests. Case studies.

Unit IV: Motivation

Motivation: Meaning, definition and types. Theories of motivation - Abraham Maslow's need hierarchy theory, Douglas McGregor's theory X and theory Y. Elton Mayo's Human Relations Model. David McClelland's Motivational needs theory, Victor vroom's Expectancy theory of motivation, Frederick Herzberg's motivation-Hygiene theory

Unit V: Stress

Stress - Meaning, causes and effects, Organizational , Group And Individual Stresses. Coping strategies. Work-Life Balance. Employee Morale - Definition, concepts and effects. Conflict Management -Definition, role, goals, types and techniques. Organizational Climate – importance, factors affecting organizational climate. Case studies.

References:

1. Stephen.P Robbins 2005 Ed PHI - Organization Behaviour.
2. By Stephen P. Robbins Timothy A. Judge - Organizational Behavior Pearson Education – 2012.
3. By K. Aswathappa Himalaya Publishing House Pvt. Ltd. (10th Edition) - Organizational Behavior – 2013.
4. By Mohini Sukhpure & Uday N. Limaye – Organizational Behaviour – Himalaya Publishing House Pvt.Ltd. - 2010.
5. www.sparkable.com/

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1 15MBAV11	BUSINESS ENVIRONMENT AND LAW	3 hrs week 2 Credits

Objectives:

Decision cannot be taken in vacuum. All the forces emanating from external environment has to be considered. This subject provides basic knowledge on the external environment and internal environment.

UNIT I: Introduction

Internal, Micro & Macro Environment, Strategic groups, Competitor analysis, Environmental analysis and forecasting, Benefits, Limitations.

UNIT II: Political Environment

Functions of State, Economic roles of Govt., Economic systems, Constitutional Environment, Steps to implement delivery strategies, Implications of service intangibility.

UNIT III: Legal Environment

Introduction to Indian legal System, IPC, Mercantile Law - The Indian Contract Act 1872 & The Sale of Goods Act 1930, Negotiable Instrument act, Indian Companies Act 1956, Income Tax (IT), Wealth Tax, Sales Tax (ST) & Stock Exchange Board of Indian Act 1956, Consumer Protection Act, Foreign Exchange Management Act, 1992, FERRA. An Overview of Factories Act, Payment of Wages Act, Payment of Bonus Act, Minimum Wages Act, Industrial Disputes Act.

UNIT IV: Technological Environment

Innovation, Technological leadership & Followership, Sources of Technological Dynamics, Appropriate Technology, Technology upgradation, Transfer of Technology, Impact of Technology on Globalization.

UNIT V: Socio, Cultural & Economic Environment

Business and society, Impact of culture on Business, Professionalization, Technological development and social change. Nature of economy, Economic policies, Economic planning and Development, Industrial development strategy, International Investment, Globalization.

References:

1. Francis B Cherunilam ,Himalaya Publishing House 2011- Business Environment and Policy
2. By P. Leelakrishnan – Environmental Laws in India. - LexisNexis India -2010.
3. By Richard Schaffer, Beverley Earle, Filiberto Agusti- International Business Law and its Environment. Thomson/South-Western, 2005.
4. www.envfor.nic.in

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	SKILLS LAB - I	3 hrs week
15MBAV12		2 Credits

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individual's language proficiency, group dynamics of the particular batch and provide the forum to build upon the strengths and to bridge the gap upon the requirement.

UNIT I: Business Communication

Scope and importance of Business communication in an organization. Fundamentals of grammar and usage.

UNIT II: Business Documents

Planning and organizing business messages, format and lay-out of business documents, documentation of report sources.

UNIT III: Business Letters and Reports

Letters, Memos and other brief messages, employment messages, Reports and Proposals.

UNIT IV: Inter and Intra Communication

Individual communication, Self-advertising, Inter-mediary communication, Telephone, Fax, E-mail, Teleconferencing, web-chat.

UNIT V: Social Communication

Social communication, Etiquette in writing, transaction analysis

References:

1. Goleman, Daniel 1998 – Working with Emotional Intelligence. Bantam Books, New York.
2. Jones, Leo and Richard Alexander 2003. New International Business English. Cambridge University Press
I. Jayakaran 2000. Everyone's Guide to Effective Writing. 2 M Publishing International, Chennai.
3. By Vikram Bisen (Author) - Business Communication. -New Age International Pvt Ltd Publishers – 2008.
4. By Nageshwar Rao & Rajendra P. Das – Communication Skills –Himalaya Publications Pvt Ltd., - 2012.
5. www.businesscommunication.org

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 1	COMPUTING SKILLS AND LAB	3 hrs week
15MBAV13		1 CREDIT

Objectives:

This subject aims at providing an in-depth understanding in the basic Computing Skills and extending its use for business purpose. Application of IT Knowledge to help quick decision making process with aid of computing skills.

UNIT I: MS-Word

1. Basic functions in MS-Word
2. Functional key usage in MS-Word
3. Practical application of MS-Word – report preparation, business letter etc.,

UNIT II: MS-Powerpoint

1. Basic function in MS-Powerpoint
2. Functional key usage in MS-Powerpoint
3. Practical application of MS-Powerpoint

UNIT III: MS-Excel

1. Basic commands and function in MS-Excel
2. Functional key usage in MS-Excel
3. Practical applications

UNIT IV: MS-Access

1. Basic commands and function in MS-Access
2. Functional key usage in MS-Access
3. Practical applications

UNIT V: Search Engine

1. Search engine
2. Downloading the file
3. Attaching the file

References:

1. By Bittu Kumar (Author) Microsoft Office 2010 Paperback – 2013.
2. www.freecomputerbooks.com/Microsoft Office Excel.html.
3. www.support.office.com.

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 15MBAC21	HUMAN RESOURCE MANAGEMENT	5 hrs week 4 Credits

Objectives:

To provide an in depth understanding on the subject covering all the recent developments like entry of MNC'S, strategic orientation and to highlight the changing role of Human Resource Management. To provide an ethical perspective in the decision making areas in human Resource Management.

UNIT I: Introduction

Definition, History of HRM-Scope, Importance of HRM to organizational performance-Functions of HRM -Decision Areas in HRM, Strategic Human Resource Management.

UNIT II: Human Resource Planning, Acquisition and Retention of Employees

H R Planning, Fore Casting Demand, Job Analysis: Definition, Various methods Recruitment, Sources, Selection, Induction, Position and Transfer Retention & Rewarding of the employees –Application Blank, Job Evaluation methods.

UNIT III: Performance Appraisal & Human Resource Development

Appraisal of the employees, various methods, potential or shortfall to take-up additional responsibility, Training and Promotion Concept of HRD – Training and Development - Types of Training -Job changes and issues.

UNIT IV: Grievance, Discipline, Employee Participation & Broader Aspects of HRM:

Developing Grievance Redressal Models & Procedure. Need and Concept of Discipline – Standing Orders & Procedure for Domestic Enquiry & Natural Justice.

Concepts, benefits - Forms of Participation - Quality of Work Life - Quality Circle Emerging issues in HRM - Strategic HRM – Human Resource Information System - Personnel Audit & Research - Human Resource Accounting - Future of HRM. The Role of Employees/Employers/Government in the changing Global/Business Scenario

UNIT V: Industrial Relation & Compensation

Industrial Relation Causes for Industrial Conflict, Machinery for Prevention, Settlements, Arbitration, Labour Courts, Strikes, Lockouts, Lay-off, Retrenchment, Closer Collective Barraging – Concept Process Strategies & Tactics. Compensation Policy – Perks & Benefits - CTC, Executive Compensation & Indirect Compensation Group incentive Competency Mapping.

References:

1. K. Aswathappa 4th Ed 2005 TMH - Human Resource and Personnel Management
(Text & Cases)
2. Biswajee&Pattannayak 2nd 2003 PHI Human Resource Management
3. R.V BADI , Human resource management - 2011
4. K.K.Chaudhary , Human resource management principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 15MBAC22	MARKETING MANAGEMENT	5 hrs week 4 Credits

Objective:

To introduce the fundamental concepts and theories in the areas of marketing and assist the student in marketing decision making.

Unit I: Introduction & Core Concept

The core concepts of Marketing – Company orientation towards the Market place – Role of Marketing with special reference to India – Expanding scope Marketing – Marketing Organization – Marketing’ s relations with other departments.

Unit II: Strategy and Process

Marketing Strategy – Marketing management Process – Marketing Mix – Marketing Research – Marketing Environment. Buyer Behaviour – Analysis Competitors – Demand Estimation and Sales Forecasting – Market Segmentation – Selling Target Markets – Positioning – Product Life Cycle.

Unit III: 4Ps

Managing Existing Products – New Product Planning and Development – Pricing Strategies and Programmes - Distribution Channels – Selection and Management – Retailing and wholeselling – Promotion Mix – Advertising, Personal Selling, Sales Promotion and Publicity.

Unit IV: Marketing Research

Types, Process – Tools and Techniques – Application of Marketing Research – Product Launching, Demand Estimation, Advertising, Brand Preferences, Customer Satisfaction, Retail Stores Image, Customer Perception, Distribution, Customer Relationship, Competitor Analysis and Related Aspects – Preparation of Marketing Research Report – Sample Case Studies.

Unit V: Emerging Trends, Logistic & SCM

International Marketing – Rural Marketing – Emerging Trends in Marketing. SCM – What & Why? Key issues in SCM – Components, Strategic decisions in SCM – Value chain.

References:

1. Appannaiah and Reddy, Marketing management – Text and Cases - 2010
2. B.S.Bose , Marketing Management - 2015
3. Chunawalla , Marketing principles and practice – 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 15MBAC23	FINANCIAL MANAGEMENT	5 hrs week 4 Credits

Objectives:

To provide a thorough understanding of concepts and theories and develop the skills to understand, analyze and interpret financial data and problems to make better financial decisions.

Unit – I: Financial Management - Meaning & Scope

Introduction – Definitions – Importance of finance – Meaning of Business Finance and Financial Management – Objectives – Scope – Financial forecasting – Role of Finance Manager in the Changing Scenario – Relationship between Financial Management and Other Areas of Management – Financial Management: Science or Art.

Unit – II: Source of Finance and Capital Structure

Source of Finance – Classification – Security Financing – Government Policy – Internal and Loan Financing – Bridge Finance – Book-Building – Promoters Contribution – New Financial Institutions and Instruments. Capital Structure: Meaning – Patterns – Point of Indifference – Optimum Capital Structure – Theories – Factors Determining Capital Structure.

Unit – III: Leverages and Cost of Capital

Leverages – Meaning – Definitions – Types and Significance – Effect of Leverage. Cost of Capital: Concept – Importance – Classification and Determination of Cost of Capital – Computation of Various Cost of Capital.

Unit – IV: Working Capital Management and Capital Budgeting

Working Capital: Meaning – Type – Concepts – Need – Influence Factors – Estimation of Working Capital requirement. Capital Budgeting: Nature – Need and Importance – Factors affecting capital investment decisions – Capital budgeting appraisal methods.

Unit – V: Dividend and Dividend Policy

Meaning – Determinants – Theories of Dividend Policy – Alternative forms of Dividend – Stock Dividend and Stock Split – Dividend Policy in Practice.

References:

1. S.M.Inamdar , Basic financial management - 2013
2. Ramachandra , Financial management - 2010
3. G.S.Reddy , Financial management - 2011

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2 15MBAC24	OPERATIONS MANAGEMENT	5 hrs week 3 Credits

Objectives:

The Objective of this subject is to expose the student to the scope of operations management in achieving overall business Objective. The course aims at giving a general exposure to operations management practices in manufacturing and service industries and new advancements in operation Management.

UNIT I: Production and Concept

Production and Operations Management concept – Origin, growth and development of Operations Management – Functions and problems – Manufacturing and Services systems – Capacity planning – Break-even analysis – Forecasting – Qualitative and Quantitative methods.

UNIT II: Plant Layout

Plant locations and Lay-out decisions – Computer Software systems in Plant Lay-out – Job designs and work study – Methods study and work measurement.

UNIT III: PPC

Product and Process analysis, Process Planning, Production systems, Production Planning & Control - Aggregate planning, scheduling and control, JIT & Kanban concepts, Johnson’s Algorithm for job sequencing.

UNIT IV: Inventory Management

Materials Management – Scope and Importance, Functions – ABC Analysis, Inventory control – Basic EOQ Models – MRP 1 – MRP 2 – ERP.

UNIT V: Quality Management

Quality – Inspection & Quality control – Statistical Quality control, Control charts – TQM and TPM – Material handling – Principles and practices – Maintenance.

References:

- 1) aneerselvam – “Production and Operations Management” – Prentice Hall of India
- 2) S.K.Bhat , Operations management - 2013
- 3) Ashwatappa, Production and Operations management - 2013
- 4) Chunawalla, Production and Operations management - 2013

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	RESEARCH METHODS FOR MANAGERS	5 hrs week
15MBAC25		3 Credits

Objectives

- To understand the basic concepts of research methods and its usefulness in Business situations
- The students will be able to formulate research plans which would be useful in companies to evolve strategies to manage the situations

UNIT I:

Basics of Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations of Research. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Problems, Challenges in Management Research in India. Research Problem Identification, Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research.

UNIT II:

Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Hypothesis – Definition, meaning, types, conditions, relevance in research for decision making in management. Pilot study and its importance.

UNIT III:

Universe and Sampling. Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Construction and validation of attitudes scales – Thurstone's and Likert's methods. Reliability and validity tests for rating scales.

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD, SD). Correlation- meaning, types and measurement (Karl Pearson's 'r', Spearman's Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric ('t' tests, ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney's U test).

UNIT V:

Analysis, Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Management using previous studies.

References:

1. Kothari. C.R 1992, Quantitative Techniques New Delhi, Vikas Publishing Ltd.
2. Majhi and Khatua, Research methodology - 2013
3. V.P.Michel , Research methodology in management - 2013
4. N.Thanulingam, Research methodology - 2013
5. J.K.Sachdeva, Business research methodology - 2013

MBA I Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester –2 15MBAV21	SKILLS LAB - II	3 hrs week 1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weakness of individuals, group dynamics of the particular batch and provide the forum to build upon the strengths and reduce the weaknesses.

UNIT I: Introduction

Definition of Personality - Determinants of Personality – Biological, Psychological and Socio-Cultural factors - Misconceptions and Clarifications - Need for Personality Development.

UNIT II: Self Analysis

Self analysis through SWOT and Johari Window Techniques and strategies for self motivation. Motivation checklist and Goal setting based on principle of SMART Self motivation and life. Importance of Self-Esteem and enhancement of Self-Esteem. (Practical).

UNIT III: Learning Skills

Definition and Importance of memory - Causes of forgetting - How to forget (thought stopping), how to remember (techniques for improving memory) - The technique of passing exams - Management of examination fear.

UNIT IV: Power of Positive Thinking

Nurturing creativity, decision-making and problem solving. Thinking power-seven steps for dealing with doubt. Traits of positive thinkers and high achievers. Practicing a positive life style.

UNIT V: General Knowledge and Current Affairs

Regional, National and International events - Geographical, political and historical facts. Information on sports and other recreational activities. (Practical).

References:

1. Kumar and Vipin, Personality development - 2012
2. Kumar and Vipin, Psychology of human behavior - 2011
3. Viswanathan , Communication skill - 2011

MBA I Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 2	IT APPLICATION IN BUSINESS	3 hrs week
15MBAV22		1 Credit

Objectives:

1. To understand Internet operations
2. To understand usage of Internet facilities.
3. To enable to understand the web page design

Unit I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

Unit II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network(WAN), Metropolitan Area Network (MAN).

Unit III

Basics of Internet: How the internet works, Usage of internet – IP Address, Domain Name, Uniform Resource Locator (URL)

Unit IV

Introduction to E-mail: Email features – Creation of Email Accounts – Inbox – Compose Mail – Send – Attaching the documents – Address book.

Unit V

World Wide Web: Web features – File Transfer – Telnet – Usenet – Web Server – Web browser – Netscape communication Suite, Microsoft Explorer.

Text book:

Rajkamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002

Reference book:

1. P.Mohan, Computer application in business - 2012
2. C.S.V.Moorthy, Computer application in business - 2012
3. C.S.V.Moorthy, Systems management - 2010
4. V.Pandey and Ahamed, Computer application in management - 2013
5. Stephen Cass, How much does the internet Weigh, Discover Publication, 2007

MBA I Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 2	INTERNSHIP SUMMER PROJECT	5 hrs week
15MBAI21		4 Credits

Objectives:

- To help the students to get exposure to field realities
- To Provide opportunities to practice what they learnt in their class room

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC MANAGEMENT	5 hrs week
15MBAC31		4 Credits

Objectives:

For decision making at corporate level, one needs an integrative and analytical knowledge in all functional areas of management. This course has been designed to fulfill this need and function as a capstone course in the MBA through practical case studies to imbibe the strategic network.

Unit I: Business ethics & Negotiations:

Nature and purpose of Ethical Reflection -Mediating between moral demands and interest - Moral responsibility in business sphere - Stakeholders issues - Basic principles and pitfalls Managing the negotiations process - Negotiation in this groups - Negotiation between groups Negotiation between cultures - Managing the negotiation process

UNIT II: Strategy and Process

Conceptual framework for strategic management, the Concept of Strategy and the Strategy Formation Process - A formal Strategic Planning Process - Corporate Governance and Social responsibility.

UNIT III: Competitive Advantage

External Environment - Porter's Five Forces Model-Strategic Groups Competitive Changes during Industry Evolution- Globalization and Industry Structure - National Context and Competitive advantage Resources- Capabilities and competencies-core competencies-Low cost and differentiation Generic Building Blocks of Competitive Advantage- Distinctive Competencies-Resources and Capabilities durability of competitive Advantage- Avoiding failures and sustaining competitive advantage.

UNIT IV: Strategies

Building competitive advantage through functional level strategies- Business level strategy- Strategy in the Global Environment-Corporate Strategy-Vertical Integration-Diversification and Strategic Alliances- Building and Restructuring the corporation-Choice of Strategies-Balance Score Card.

UNIT V: Strategy Implementation, Evaluation & Other Issues:

Designing organisational structure-Designing Strategic Control Systems- Matching structure and control to strategy-Implementing Strategic change-Politics-Power and Conflict-Techniques of strategic evaluation & control. Managing Technology and Innovation-Entrepreneurial Ventures and Small Business Strategic issues for Non Profit organisations.

References:

1. Charles W.L.Hill & Gareth R.Jones – ‘Strategic Management Theory, An Integrated approach’ – Houghton Mifflin Company, Princeton New Jersey, All India Publisher and Distributors, Chennai, 1998.
2. R.Nanjudeiah -Strategic planning and business policy -2003 – Himalaya Publishing house Pvt ltd
3. P.Subba Rao – business policy & strategic management - 2011- Himalaya Publishing house Pvt ltd
4. R.M.Srivastava – management policy & strategic management -2015 Himalaya Publishing house Pvt ltd
5. V.S.Mangnalie , KB.Ramanando –strategic management & global challenges -2012, Himalaya Publishing house Pvt ltd

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 15MBAC32	OPERATIONS RESEARCH	5hrs week 4 Credits

Objectives:

The Objectives of the course is to acquaint the students with the application of Operations Research to business and industry and to expose them to the significance of various scientific tools & models that are available in Operations Research for managerial decision making.

UNIT I: Introduction:

Introduction to operations research – Linear Programming Problems – Graphical solutions – Simplex method - steps and simple problems.

UNIT II: Methods:

Big M method – Duality – Dual simplex method – Integer programming method - steps and simple problems.

UNIT III: Transportation Model:

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

UNIT IV: Assignment Problem:

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

UNIT V: Game Theory:

Game theory – Saddle point – Value of game – Graphical method – Dominance rule – Applications of game theory and simple problems.

References:

1. Operations research by S.D.Sharma, 2012, 15th edition, Kedar Nath Ram Nath & Co.
2. Problems in Operations research by P.K.Gupta & Manmohan, 2003, 10th edition, Sultan Chand.
3. Gupta P.K, Man Mohan, Problem in Operations Research (Methods and Solutions), Sultan Chand and Sons, Ninth Edition, 2003.

4. Ramnath & vasuki -Quantitative methods & operation research - 2008, Himalaya Publishing house PvtLtd
5. K.Sridhara - Quantitative methods & operation research -2010, Himalaya Publishing house Pvt ltd
6. Anandsharam – operation research – 2012, Himalaya Publishing house Pvt ltd
7. R.Sridhar bhat – applied operation research – 2011, Himalaya Publishing house Pvt ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	SALES AND DISTRIBUTION	5 hrs week
15MBAEM31		4 Credits

Objectives:

This course will deal with the corporate physical distribution activities as an integrated system. The various components of this system would be considered with help of analytical and quantitative techniques.

UNIT I: Personal selling

Personal selling – Introduction – qualities required by a good salesperson – role of salesperson – selling process

UNIT II: Sales forecasting

Sales forecasting – How to prepare a sales forecast? – Methods of forecasting
Sales promotion - Introduction – Consumer / Trade – sales promotion plan

UNIT III: Management of Sales Force

Managing the salesforce – Role of Sales Managers – Functions of Sales Managers – sales management planning / sales budgets – quotas / manpower planning / sales force motivation / control

Unit IV: Distribution Management

Managing the Distribution function – Role of Middlemen – Channel levels – Factors influencing distribution decisions - Managing the Channel – Channel conflict – Emergence of organized retail sector / INTERNET and its implications on distribution strategy

Unit V: SCM

Traditional Distribution Management approach Vs Supply Chain Management – Logistics decisions – Transportation / Warehousing / Inventory Management -3PL - 4PL

References:

1. S.L.Gupta & M.k.Rampal Cases in sales& distribution management-2009, Himalaya Publishing house Pvt ltd
2. C.H.CHAUNNAWALL –sales & distribution management-2013, Himalaya Publishing house Pvt ltd

3. N.G.NAIR & LATHANAIR- Sales & distribution management -2010, Himalaya Publishing house Pvt ltd
4. K.SRIDHARA BHAT - - Sales & distribution management -2010, Himalaya Publishing house Pvt ltd

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	ADVERTISING MANAGEMENT	5 hrs week
15 MBAEM32		4 Credits

Objectives:

This course aims acquainting students with the important of advertisement in the promotion mix and to study the different elements and process of advertising.

UNIT I: Foundation

Introduction to Advertisement - What is advertisement? – Key players – Types of Advertisement Role in Marketing – How Agencies work? Advertisement & Society – Advertisement Ethics – Legal environment

UNIT II: Planning and Strategy

How advertisement works? – Communication – Effectiveness – Perception – Cognition – Emotion – Association – Persuasion. Consumer audience – Consumer Behavior – Culture – Social – Decision process –Segmentation – Targeting. Research – Uses – Methods – Challenges – Key players
Planning – Business/marketing/advertisement – Account planning

UNIT III: Media

Print & out of home media – Media Industry – Space marketing – News papers – Magazines – Directory Broadcast Media – Radio – TV – Film and Video Interactive & Alternative Media - Internet – e-mail Media planning

UNIT IV: Effective Advertising Messages

Creativity – Copy writing – Design and Production

UNIT V: Integration and Evaluation

Direct Response – Database marketing
Sales promotion, Events & Sponsorships
Public Relations – Tools

Evaluation of Effectiveness – Factors to be evaluated – copy testing – Campaign & IMC Evaluation.

References:

1. S.RADHOR – advertising management – 2012, Himalaya Publishing house Pvt ltd
2. M.N.MISHRA – sales promotion& advertising management-2012, Himalaya Publishing house Pvt ltd
3. SAHOO & SINHA - advertising management -2013, Himalaya Publishing house Pvt ltd
4. Kenneth Clow. Donald Baack, “Integrated Advertisements, Promotion and Marketing ommunication”, Prentice Hall of India, New Delhi, 2010.

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	TRAINING AND DEVELOPMENT	5 hrs week
15 MBAEH31		4 Credits

Objectives:

This Course aims training the participants in understanding the training needs, designing administering and evaluation training and development programme in an organisation.

Unit I: Introduction

Training – Definition, concept and Objectives Meaning and differentiation - Education, Training and development Importance of training Need for training – Individual, operational and organizational

Unit II: Need of Training

Emerging issues in training - Challenges in training - Areas of training - Duties and responsibilities of training manager

Unit III: Types of Training

Training categories – Basic skill, Technical skill and Interpersonal training
Training delivery tools - Selection of trainers – Internal / External

Unit IV: Development

Developing Managers – Nature and Purpose - Factors in designing the development program - Process of Executive Development Program - Methods of Executive Development Program

Unit V: Evaluation

Evaluation of training and development program – Methods - Concept of Return on investment and Cost benefit analysis - Current practices in training and development - Training in manufacturing and service sector

References:

1. C.S.Thomaskutty – management training & development – 2013, Himalaya Publishing house Pvt ltd
2. B.RathanReddy –Effective human resources training & development strategy- 2013, Himalaya Publishing house Pvt ltd
3. Suhaspalsapure –Human resources development through management education & training – 2010, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 3	COMPENSATION MANAGEMENT	5 hrs week
15 MBAEH32		4 Credits

Objectives:

To gain in-depth knowledge on compensation management in industries, and study the various reward and compensation system with the emerging trends. To understand the competitive business and the contribution of the people and its integration to attract the talents and retain the skill professionals to contribute for organization.

Unit I: Introduction

The world of Pay and Compensation based on macro economics and micro economic factors. Theories of wages and salaries – its evaluation – components .

Unit II: Job Evaluation

Job Analysis, Job Description and Job Evaluation – Definition – Importance – Types. Surveying Market Pay and Compensation Practices. Designing Pay Structure – Components of Pay Structure.

Unit III: Reward and Compensation

The reward systems monetary and non monetary dimensions – Incentives – incentive plans – Incentives for direct and indirect categories – individual/ group incentives – Fringe benefits/perks short term and long term incentives – profit sharing – ESOP

Unit IV: Legislation on Compensation

Introduction to Payment of Wages act; Minimum Wages Act; Bonus Act; Gratuity Act.

Unit V: Emerging Trend in Compensation

Remuneration Management Systems- Current trends in Compensation – executive Compensation – International Compensation – Compensation for knowledge workers. Control aspects of Employee Cost.

References:

1. K.BHATIA-compensation management-2012, Himalaya Publishing house Pvt ltd
2. BALYAN & BALYAN- compensation management-2012, Himalaya Publishing house Pvt ltd

MBA II Year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 15MBAEF31	PROJECT FINANCE	5 hrs week 4 Credits

Objectives:

To gain in-depth knowledge and its importance of cash inflow and cash outflow and its application to make the organization viable and for sustained growth. To understand the scarcity of the fund and its better return through its application.

Unit I: Introduction to Project Management

Project Management Introduction – Categories of Projects – Roles & Responsibilities of Project Manager – Project Feasibility Reports – Project Control systems Conceptual View of Concepts like PERT / CPM / Project diary.

Unit II: Investment Decision Analysis (Capital Budgeting)

Nature of Investment Decisions – Capital Investment Decision Process Time value of Money – Factors affecting Capital Investments – Kinds of Capital Investments – Capital Budgeting Appraisal Methods – Traditional Methods (Payback & ARR) / Modern Methods (NPV, IRR and Profitability Index) – **Simple application oriented problems.**

Unit III: Working Capital Management

Working capital management – Objectives, kinds and factors – Receivables, Cash, Inventory Management – Analysis & Application – Financing current assets – Banks and Financial Institutions norms – Tandon Committee report – includes simple working capital application oriented problems

Unit IV: Lease Financing Decisions

Lease: Concept, Meaning & Definition – Reasons for Leasing – Essentials of a valid lease – Various Kinds of Leasing – Lease VS Buy decisions: Financial Evaluation – Advantages of Leasing & Financial Implications. Status of Indian Leasing Industry. Simple application oriented problems – Lease VS Buy Decisions

Unit V: Project Management Performance

Project performance indicators, Performance improvement, Project Closure Reports – Post implementation reviews.

References:

1. VASANT DESAI-Project management – 2013, Himalaya Publishing house Pvt Ltd
2. NARAENDRA SINGH- problem & solution in project management & control-2011, Himalaya Publishing house Pvt Ltd
3. Y.C.SONTAKKI- project management – 2009, Himalaya Publishing house Pvt Ltd
4. IM Pandey, 10th Ed, TMH, Financial Management
5. Khan & Jain, 5nd Ed, TMH, Financial Management

MBA II year	Elective - Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 15MBAEF32	PORTFOLIO MANAGEMENT	5 hrs week 4 Credits

Objectives:

This course aims to understand the culmination of Security evaluation and accumulation of security related information in investment decision making. This subject deals with Portfolio optimization, evaluation, revision. Etc.

Unit I: Introduction to Investments

Investments – what & why; Different categories of investors – Investor, Speculator and Gambler; Process of investment; Different avenues of investment; Risk – Return Concept of investment; Intrinsic Value concept in Investment Analysis.

Unit II: Fundamental Analysis

Fundamental Analysis – salient features, Economic Analysis, Industry Analysis, Company Analysis and Z score Analysis

Unit III: Technical Analysis

Technical analysis VS Fundamental analysis

Technical analysis – Features, assumptions and limitations

Tools of technical analysis like Japanese Candle stick chart, Line chart, Bar chart, PFC, Double top, Triple top patterns, Head and Shoulders, Support and Resistance level. Elliot Wave theory, Dow theory, Breadth of the market, Relative strength analysis, Moving average analysis, MACD.

Unit IV: Efficient Market Hypothesis

Efficient Market Hypothesis – Strong form, semi strong form and weak form market, including Random walk hypothesis.

Unit V: Fundamentals of Portfolio Management

Portfolio Management Concept and Objectives – Factors to be considered in Portfolio Management – Diversification – Simple, Superfluous and Markowitz models – Portfolio Performance Evaluation – Sharpe’s, Treynor’s Ratios.

References:

1. V.A.AVADHANI- securities analysis & portfolio management – 2011, Himalaya Publishing house Pvt ltd
2. O.P.AGARWAL- securities analysis & portfolio management – 2013, Himalaya Publishing house Pvt ltd
3. PREETI SINGH – investment management – 2013, Himalaya Publishing house Pvt ltd

MBA II year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 15MBAES31	WINDOWS AND OPERATING SYSTEM	5 hrs week 4 Credits

Objectives:

This course aims to gain knowledge of basics of computer operations, language, WINDOWS and operating systems for managerial professionals.

Unit I:

Unix Overview- The Kernal – The shell Files and directories – peripheral devices in Unix – Special files.

Unit II:

Using Unix commands – Using single commands – Compound commands – Building a command library.

Unit III:

UNIX tools – Group, a sed tran and shell commands and environment – for loop – case statement, while and until, if, test, trap, expr.

Unit IV:

Scheduling concepts – scheduling argormous algorithm evaluation – multiple processor scheduling.

Unit V:

Installing and starting Windows 3.1 – using the mouse and the key board – windows commands – windows setup – program manager – file manager – control panel – standard programs that run on windows – calendar – notepad.

References:

1. Introducing Unix system V- Rache Morgan Henry
2. Illustrated Windows 3.1 – Robert E. Whitsitt, Lara.

MBA II year	Elective - System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 3 15MBAES32	COMPUTER NETWORKS	5 hrs week 4 Credits

Objective:

This course aims to understand the web of WAN, LAN, its integration and its applications in decision making.

Unit I:

Introduction – goals and application of network – Network structure and architecture – OSI reference model – various layers – services – network, Standardization – ARPANE, MAP and TOP, UNENET ,CSNET, BINET, SNA and public networks.

Unit II:

The Physical layer – Fourier analysts – bandwidth – Limited signals – maximum data rate of a channel – Transmission media – magnetic media – twisted pair – Baseband – and broadband cable – Fibre optics – Line of sight transmission – telephone systems – modern RS – 232-c and RS.419. Medium access sublayer – Local and metropolitan networks – ALDHA protocols – LAN protocols – IEEE standard 802 dor LAN – fibre optic networks.

Unit III:

Data link layer – design issues – Error detection and correction – data link protocol – network layer – layer design issues – routing algorithms – internetworking – examples.

Unit IV:

Transport layer – design issues – connection management – simple transport protocol on top ofx25 – samples session layer- design issue – remote procedure call.

Unit V:

Presentation layer – design issues – Application layer – design issues.

References:

1. Computer Networks – A.S. Tanenmanum. Second edition, PHI Private Ltd, New Delhi 1990.
2. Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
3. Computer Network & Simulation III, Scnemaker, Elacvier Science Publications, 1986.

MBA II Year	Value Adding Course	Max. Marks 50 Int: 50
Semester – 3	SKILL LAB - III	3 hrs week
15MBAV31		1 Credit

Objectives:

Any MBA should have an intensive course in identifying the strengths and weaknesses of individuals, group dynamics of the particulars batch and provide a forum to build upon the strengths and reduce the weakness.

UNIT I: Oral Communication

Scope and importance of oral communication and presentation.

UNIT II: Language and Presentation

General language knowledge and presentation, special language knowledge and presentation, listening, speaking, interviewing, conduct a meeting.

UNIT III: Communication Skill

Giving speeches, general communication skills for presentation, Professional communication skills for presentation, and social communication skills for presentation.

UNIT IV: Non verbal Communication

Scope and importance of non-verbal communication/ Body language and etiquette.

UNIT V: E-Communication

Office machines, Electronic office, communication technology.

References:

1. Cathcart, Robert.S. and Larry A. Samovar 1970. Small Group Communication: - A Reaer 5th Edition. Wm. C Brown Publishers. Iowa
2. Tamblyn, Doni and Sharyn Weiss. 2000. The Big Book OF Humorous Training Games. 2004 Edition. Tata McMcgraw-Hill, New Delhi.
3. Pillai, Radhakrishnan, 2006. Spoken English for you. Emerald Publishers, Chennai.

MBA II Year	Value Added Course	Max. Marks 50 Int: 50
Semester – 3	BUSINESS ETHICS AND	3 hrs week
15MBAV32	CORPORATE SOCIAL RESPONSIBILITY	2 Credits

Objective:

It aims to understand the importance of business ethics and CSR apart than being in the competitive business.

UNIT I: Business ethics

Nature and purpose of Ethical Reflection
 Mediating between moral demands and interests
 Moral responsibility in business sphere
 Moral responsibility in business sphere
 Stakeholders issues

UNIT II: Value

Purpose- Science and human values
 Aristotle view - Application of Values
 Holistic Approach for Managers in Decision Making
 Trans-cultural Human Values in Management
 Secular versus Spiritual Values in Management
 Stakeholder perspective

UNIT III: Corporate Social Responsibility

Meaning –Objectives-Scope-Need of CSR for business development-CSR vs Corporate Governance-Variou Strategies of CSR.

References:

1. Garbet 1970 – Times of India Press – Business Ethics
2. Petrick (Joseph A) & Quinn (John F) 2011- National Press- Business Ethics
3. Balachandran (V) – 2011 – University Book House – Corporate Governance& Social Responsibility

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 15MBAC41	INTERNATIONAL BUSINESS MANAGEMENT	5 hrs week 4 Credits

Objectives:

It enables the students to understand the aspects and importance of international business management in the current border less business scenario. To provide an in-depth perspective into the international business operations and its complexities, decision making process.

UNIT I: Introduction

Definition – trade and investment flow – economic theories – forms of international business – Trade Policy – Export promotion – Export procedures and documents – FOREX management – exchange rate determination – Exchange risk – Managing exchange rate.

UNIT II: International Business Environment

Globalization of business – economic, political and cultural environment of international business – WTO and trade liberalization – emerging issues – implications for India – regional trade blocks – inter – regional trade among regional groups.

UNIT III: Global Strategic Management

Structural design of MNEs – strategic planning – strategic considerations – national Vs global competitiveness.

UNIT IV: Control and International Business Environment

Control of MNEs – approaches to control – the role of information systems – performance measurement – mechanics of measurement – various performance indicators – evaluation and evaluation systems.

UNIT V: Conflict In IB & Negotiation

Factors causing conflict – conflict resolution actions – the role of negotiations in international business – the role of international agencies in conflict resolution.

References:

1. Francis Cherunilan International trade and export management 2013
2. Chowdry and Agarwal foreign trade and exchange 2010
3. P.Subbarao International business 2013
4. Richard M.Hodgetts and Fred Luthans, International Management', Tata McGraw Hill, New Delhi, 2003.

MBA II Year	Core	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 15MBAC42	ENTREPRENEURSHIP SKILLS	5 hrs week 3 Credits

Objectives:

This course aims to achieve understand the knowledge of basics of entrepreneurship .In current and future turbulent times all executives should possess entrepreneurial skills with insatiable desire for innovations. This course aims at emphasizing these skills as vital requirement in the armory of an executive.

Unit I: Introduction:

Concept of Entrepreneurship, Nature and Development of Entrepreneurship, Entrepreneurial decision process. Entrepreneurial traits, types culture and structure, competing theories of Entrepreneurship, Entrepreneurial motivation, Establishing Entrepreneurial Systems, development of woman entrepreneurs and the future of entrepreneurship.

Unit II: Self Assessment and the Entrepreneurial Process:

Identifying and evaluation the opportunity, developing a business plan, resources required and the managing the enterprise. Strategic orientation, commitment to opportunity, resources, control of resource and management structure. Entrepreneurial Careers, education training. Entrepreneurial Ethics.

Unit III: The Business Idea:

Sources of new ideas: The unexpected, incongruities, process need, industry and market structures, demographics, changes in perception, new knowledge, the bright idea. Consumers, existing companies, distribution channels, Government and Research and Development, purposeful innovation and principles of innovation. Steps of starting a small industry- Incentives and Subsidies- Central and State government- Business Innovation with a purpose, vision and strategy

Unit IV: The Business Plan:

Scope and value of Business Plan, information needs, writing a Business Plan: Essential Parts. Using and implementing Plans. Case Studies for failures.

Unit V: Critical aspects in the Marketing Financial

Exploring export possibilities – Incentives for exports and Imports of Capital Goods and raw materials. Rejuvenating workplace through planned change. Transforming individual blocks to creativity. Human values in innovation. Problems and Opportunities, Entrepreneurship in Rural sectors and Service Institutions, Ecological Niches. Legal aspects

References:

1. Hisrich and Peters – Irwin- Entrepreneurship - Starting, Developing, and Management a new Enterprise
2. Prasama Chandra, Projects – ‘Planning, Analysis, Selection, Implementation and Reviews’, Tata McGraw-Hill Publishing Company Limited 1996.
3. P. Pednekar Entrepreneurship 2012
4. S.Taneja Entrepreneurship Development 2012
5. Vasanth Desai Theories of Entrepreneurship 2011
6. Vasanth Desai Dynamics of Entrepreneurship Development 2013

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
15MBAEM41		4 Credits

Objectives:

This course aims to understand the importance of retail , distribution as a part of effective supply chain management. To understand the environment and channel of retail sector for a better marketing management

Unit I: Introduction – Retail - Evaluation

Introduction – Retailing – Evaluation – Functions – Trends – Opportunities Retail Formats – Convenience stores – Specialty – Super Market – Discount – Superstore – Departmental – Hyper – Warehouse – Mall – Direct catalogue retailing – Web stores.

Unit II: Franchising & Sourcing

Franchising in retail – Introduction – Types – operation-Merchandise Planning & Control – Sourcing – Category Management – Process – Information Technology

Unit III: Design – Visual - Pricing

Retail Store Design & Visual merchandising – In store fixtures – Display – Space Management – Promoting the merchandise Retail pricing – Pricing Policies – mark up pricing – Pricing Strategy

Unit IV: Quality & Inventory

Retail Selling – Qualities required for Sales personnel – Role of Retail Sales personnel – Selling price. Retail operations – Store Administration & Management of premises-Managing Inventory – Display – Receipts-Customer Service – Promotions and Events

Unit V: Performance & Productivity

Measuring performance – Income statement – measuring retail store & space performance – measuring employee productivity

References:

1. Swapna Pradhan 2007 TMH – Retail Management
2. A.Mustaffa, Retail Management – 2011
3. Banumathi & Jayalakshmi, Retail Marketing – 2010
4. D.P.Sharma, E-Retailing: Principles and Practice – 2010
5. Sheikh and Fatima, Retail Management – 2011

MBA II Year	Elective – Marketing Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	SUPPLY CHAIN MANAGEMENT	5 hrs week
15MBAEM42		4 Credits

Objectives:

This course aims to understand the latest competitive concept of SCM in the emerging scenario of integrated marketing management.

Unit I: Logistic & SCM

Logistics – Introduction – Evolution – Importance – Strategic logistics planning - SCM – What & Why? Key issues in SCM – Components

Unit II: Warehousing & Transportation

Ware housing – Concept – Types – Functions – Operations - Transportation – Modes – Selection – 3 PL - Trade off

Unit III: Strategic Management

Strategic decisions in SCM – Value chain – Quality – Delivery – Flexibility – Cost – Location – Production – Inventory – Transportation Outsourcing – Procurement – Supply Contracts

Unit IV: Integration of SCM

Supply chain integration – Push – Pull – Push/Pull system - Agile Supply chain - Reverse supply chain – Issues

Unit V: IT in SCM

Information Technology in SCM – EDI – ERP – Intranet / Extranet / Internet – Bar Coding – Smart cards – RFID – GPS Bull Whip effect

References:

1. D K Agrawal Macmillan India 2003 -Text book of logistics & SCM.
2. David simchi – Levi, Philip kaminsky – Edith simchi -TMH 2004 - Managing the supply chain
3. S.K.Bhat, Logistics and Supply Chain Management – 2010
4. Naran and Monisha, Operations and Supply Chain Management – 2011
5. K.K.Kanna, Physical Distribution Management – 2011

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	5 hrs week
15MBAEH41		4 Credits

Objective:

This course aims to understand a total scenario of HR situation and its trend handle through effective process of IR, bargaining and negotiation.

UNIT I: Industrial Relations

Concepts – Importance – Industrial Relations problems in the Public Sector – Growth of Trade Unions – Codes of conduct.

UNIT II: Industrial Conflicts

Disputes – Impact – Causes – Strikes – Prevention – Industrial Peace – Government Machinery – Conciliation – Arbitration – Adjudication.

UNIT III: Labour Welfare

Concept – Objectives – Scope – Need – Voluntary Welfare Measures – Statutory Welfare Measures – Labour – Welfare Funds – Education and Training Schemes.

UNIT IV: Industrial Safety

Causes of Accidents – Prevention – Safety Provisions – Industrial Health and Hygiene – Importance – Problems – Occupational Hazards – Diseases – Psychological problems – Counseling – Statutory Provisions.

UNIT V: Welfare of Special Categories of Labour

Child Labour – Female Labour – Contract Labour – Construction Labour – Agricultural Labour – Disabled – Welfare of knowledge workers - Social Assistance – Social Security – Implications.

References:

1. Mamoria C.B. and Sathish Mamoria, 'Dynamics of Industrial Relations', Himalaya Publishing House, New Delhi, 1998.
2. C.S.Venkata Ratnam, 'Globalization and Labour Management Relations', Response Books, 2001)
3. P.Subba Rao, Industrial Relations – 2011
4. A.M.Sharma, Industrial Relations: Conceptual and Legal Frame Work – 2013
5. Memoria, Dynamics of Industrial Relations – 2013
6. Kubendran, Industrial Relation and Labour Laws – 2011

MBA II Year	Elective – Human Resource Management	Max. Marks 100 Int: 25 Ext: 75
Semester –4 15MBAEH42	ORGANIZATIONAL DEVELOPMENT	5 hrs week 4 Credits

Objectives:

Its aims to understand the different OD models OD interventions & importance of quality of work life in the organization

Unit I: Introduction

Introduction, Concept – Nature & origin, Meaning & Definition, Characteristics, Objectives and Assumptions in OD.

Unit II: Organization Change and Design

Organization Change – meaning – types and forms of organization change, Change Agent –skills of Change Agent. Organization Design.

Unit III: Modern Interventions & Career Planning

Interventions. Difference between Traditional & Modern Interventions, Classification of Interventions – Individuals, Teams, Inter groups and Total organization. Interventions for individuals – Career Planning and T group.

Unit IV: MBO & Inter Group Relations

Interventions for Teams – MBO, Force Field analysis (Kurt Lewins model), Quality circle. Interventions for Inter group relations – Third Party peacemaking, Survey Feedback.

Unit V: Organization Interventions

Interventions for Total organization – Total Quality Management. Consultant – Client relationship, Reasons for failure in OD. Performance & Performance gap - OD interventions to bridge the gap.

References:

1. Wendell L.French and Cecil Bell- 2006- T.M H- Organization Development
2. Thomas G. cummis- 2001- Thomson south western- Organisational development and change
3. S. Ramnarayan, TV.Rao and Kuldeep singh 1998- response book – Organizational development
4. Arun Shekri, Organizational Theory Structure and Design – 2015
5. Ramakanta Patra, Strategic HRM and Organizational Development – 2011

MBA II Year	Elective – Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	WORKING CAPITAL MANAGEMENT	5 hrs week
15MBAEF41		4 Credits

Objectives:

It aims to understand the concept of working capital inventory management, cash flow management for the effective functioning of finance department.

Unit I: Introduction

Meaning of working capital – Gross working capital and Net working capital – Approaches to financing of working capital – Working capital cycle – Determinants of working capital

Unit II: Assessment of Working Capital

Assessment and planning of working capital requirement by a firm – Financing of working capital – long term and short term sources – commercial papers

Unit III: Cash Flow Management

Cash and receivables management – Motives of holding cash – Cash budgets – Cash management techniques – Baumol model and Miller and Orr model – Credit policy – Credit analysis – Ageing analysis

Unit IV: Inventory Management

Inventory management – Risk – Return trade off in holding inventory – Inventory control through fixation of inventory levels, ABC analysis and JIT

Unit V: Norms for Working Capital

Chore Committee, Tandon Committee and Kannan Committee norms for working capital – Procedures followed by commercial banks to finance working capital.

References:

1. Khan & Jain, 2nd Ed, TMH, Financial Management
2. Prasanna Chandra, 6th Ed, TMH, Financial Management
3. P.Periyasamy, Working Capital Management – 2013
4. Khan and Goyal, Capital and Money Market – 2011
5. D.Sharma, Working Capital Management – 2010

MBA II Year	Elective – Finance	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	CORPORATE TAX PLANNING	5 hrs week
15MBAEF42		4 Credits

Objectives:

It aims to understand the concept of Tax law and practice, for individual income and company tax and direct and indirect tax for the effective functioning of finance department.

Unit – I Direct Tax Laws:

A comprehensive study of the Income-tax act, 1961, Wealth-tax act, case laws governing capital and revenue expenditure, deemed income, residence concept. Special Problems Centering on the concept of assesses, registered Firm, Hindu Undivided family, Companies, Association of persons and trust, minors, Cooperatives, non-resident Indians and avoidance of double taxation.

Unit – II Heads of Income:

Salaries, perquisites, gratuity and retirement benefits, income from house property, capital gains, income from other sources, Income from business and profession, problems arising from aggregation of income and set off and carry forward of losses. Computation of income and Return of Income Tax, Filing procedure.

Unit – III Tax Management:

Filing of Returns and Assessments, Penalties and Prosecutions, Appeals and Revisions, Advance Tax, TDS, Advance Rulings, Avoidance of Double Taxation Agreements.

Unit – IV Indirect Tax:

Indirect Tax Laws, administration and relevant procedures. The central Excise including Central Value Added Tax (CENVAT); The Central Sales Tax Act, 1956 (74 of 1956); The Customs Act, 1962 (52 of 1962); and Excise audit.

Unit – V Taxation of Companies:

Special Provisions in Computation of Profits from Business, Deductions from Gross Total Income, Amalgamations of Companies and fiscal Incentives, Minimum Alternate Tax on Companies, Special Provisions relating to Tax on Distributed Profits of Domestic Companies.

References:

1. Vinod K. Singhania, students guide to income tax, Taxman's New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.
4. P.K.Sinha, Corporate Tax Planning – 2015
5. D.Chennappa, International Commerce and Business – 2010
6. Senthil, Business Taxation, 2010

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 15MBAES41	EMERGING TRENDS IN INFORMATION TECHNOLOGY	5 hrs week 4 Credits

Objectives:

This course aims to understand the latest emerging trends & concepts in Information Technology and its application in the decision making process.

Unit I:

Open system concepts including Client / Server PC & workstations
Multimedia concepts, Applications, Multimedia PC & workstations
CAD and workstations – concepts and trends

Unit II:

Latest trends in Micros – PC and Macs – global and Indian scenario
Latest trends in networking and communications
Unit III Object orientation – concepts and models
Graphical user interfaces – MS windows, X windows Motif
Case tools – Latest trends

Unit III:

Relational databases – latest trends: object
Oriented databases, oracle 7.0 Sybase, ingress
Desk top publishing – Concepts & latest trends glimpses of PageMaker, Ventura

Unit IV:

Artificial Intelligence & Expert Systems
Peripherals – disk drives, CD, DAT, terminals etc.

Reference:

Articles from Computers Today, Data Quest, PC Quest & In House Magazines of HCL, HP, DEIL, ICIM.

MBA II Year	Elective – System Application	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 15MBAES42	BUSINESS APPLICATION SOFTWARE	5 hrs week 4 Credits

Objectives:

This course aims to understand the management of software and other business oriented packages to apply in decision making business process.

Unit I: Structured System Analysis:

Data Flow diagrams, Data dictionary, Transform description, Decision Tables, Decision trees, Structured English / Tight English – Pseudo Code, Defining Content of data store, Normalization and entity relationship diagrams. System specification

Unit II: Structures System Design:

Performance Considerations, Control Considerations, Change – ability considerations, Design Methodology, Structure Charts, Module coupling, Module Cohesion, Scope of effect scope of control
Other design consideration

Unit III: Structure Implementation

Packaging, Tradional Implementation, Unit, String, Sub – System testing, system Integration Incremental Implementation – Top-down Bottom – up and sandwich, Structured Programming:

Unit IV: Structured programming concepts

Michael Jackson Methodologies, Action Diagrams

Unit V: Components of Case Tool

Integrating tools of case, Comparison of popular Case tools, Benefits and weaknesses of case

Hands on experience on Turbo Analyst, Management aspects of system development Hardware/software selection and Acquisition policies

References:

- 1) Computer Communication and Networks, John freer, Fitman Computer System Series, 1980.
- 2) Sudalaimuthu, Anthony raj, Computer Application in Business, Himalaya Publishing House, 2009
- 3) George, SPSS for windows, step by step15.0, Pearson,2009,Whigham, Business Data Analysis Using Excel, Oxford,2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4 15MBAV41	MANAGEMENT INFORMATION SYSTEMS	4 hrs week 2 Credits

Objectives:

This course aims to help the student to recognize, specify and communicate effectively to data processing personnel above information system problem participate usefully as a member of a system's project team. Anticipate and interpret new developments in information technology and fit into an overall information system framework

Unit I: Information and Decision Making

Basic types of Information systems-Decision Making & MIS-MIS as a technique for making Programmed Decision

Unit II: The Value added by Information System

Adding value to processes-Adding value to products-Adding value by enhancing the ability to change-Adding value to Managers-Adding value to problem solving & Decision making

Unit III: Enterprise MIS Planning

Challenges to the Development of MIS from within the system, outside the system and from Nature of the enterprise system-MIS Steering committee-Top – down Vs Bottom – up planning, critical factor planning-Enterprise analysis, Evolutionary planning & Strategic planning method.

Unit IV: Conception System Design

Setting System Objectives-Establish System constraints-Determine Information needs and sources-Develop alternatives conceptual design

Unit V: Implementation, Evaluation & Maintenance of MIS

Case Methodology & tools-Plan the implementation-Evaluation MIS-Control and Maintain system

References:

- 1) Robert G. Murdick, Jocl. E. Ross.James R. Claggett -3rd Edition PHI publications- Information System for Modern Management
- 2) Kroenke & Hatch. 3rd Edition Mc.Graw Hill Publications- Management Information System
- 3) P.Mohan, Management Information System – 2012
- 4) Kamat and Zaveri, Management Information System – 2011
- 5) D.Sharma, Information Technology for Business – 2010

MBA II Year	Value Added Course	Max. Marks 100 Int: 25 Ext: 75
Semester – 4	SKILLS LAB - IV	2 hrs week
15MBAV42		1 Credit

Objectives:

This course aims to understand the basics of the art of attending, managing and Presenting himself / herself to overcome and succeed in the interview process.

Unit I:

For road Map to Career, place a foundation to understand the environment through the parents, preachers and friends. Based on the foundation, the bricks and cementing that is school / UG / PG education to achieve their articulated ambition.

Unit II:

Based on the foundation and ambition , with the clear direction of mind they have to opt right courses in schooling/UG/PG if necessary to meet the requirement of career plan. The career should synchronize with their ambition.

Unit III:

Based on the action plan to achieve the ambition, the education, career and the initiative and efforts have to be integrated.

Unit IV:

Preparation of Application / Bio-date / Resume/ Curriculum vitae with the apt covering letter to suit the requirement of the prospective employer.

Unit V:

Dress code, Mock interview and presentation to crack the interview. Education – career planning – and other requisite steps to achieve the life - time ambition. Success stories of professional/ entrepreneur achievements to motivate the future professionals.

References:

1. D.K.Tripati, Team Building and Leadership – 2011
2. M.S.Beg, Introduction to creative Writing – 2013
3. M.N.Rudra Basava Raj, Executive Development in India and Abroad – 2011

Syllabus for

M.Phil in Management from the Academic Year 2015-2016

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	RESEARCH METHODOLOGY FOR MANAGEMENT.	8 hrs week
16MPHILC11		Credit: 4

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Research : Meaning- purpose – types of research- significance of research in social and business sciences – steps in research : identification, selection and formulation of research problems, research questions- research design- formulation of hypothesis- review of literature .**UNIT –II:**

Sampling technique: sampling theory –types of sampling- steps in sampling- sampling and non- sampling error- sample size- advantages and limitations of sampling- data for research: primary data- meaning –collection methods observation- interview- questionnaire- schedule –experimental and case studies secondary data- meaning relevance, limitations and cautions.

UNIT – III:

Processing data: checking –editing –coding –transcription and tabulation data analysis- meaning and methods- quantitative and qualitative analysis structuring the report: chapter format – pagination of tables and figures- referencing –documentation- use and format of appendices- indexing

UNIT –IV:

Research report: types of reports –contents- styles of reporting- steps in drafting reports- editing the final draft – evaluating the final draft

UNIT – V:

Statistics in research: specific applications of measures of central tendencies, dispersion, skewness and kurtosis in research.

UNIT VI:

Measures of relationship: correlation – simple, partial and multiple regressions, simple and multiple

UNIT VII

Hypothesis testing and estimation: fundamentals of hypothesis testing – standard error – point and interval estimates – important non parametric test: kruskal wallis

UNIT VIII

Parametric tests: Testing significance mean, proportion, variance correlation testing for significance of difference between means proportion variance and correlation co-efficient

UNIT IX

ANOVA and Chi-square test: One way and two way ANOVA- Chi – Square test for association and goodness of fit

UNIT X

Measurement in Research: Measurement scales – test of good measurement – construction of Likert and semantic differential scales – sources of error measurements – scale validation

References:

C. R. Kothari “Research Methodology”, New Age International Publishers, New Delhi.

P. K. Sahu (2013), “Research Methodology”: A Guide for Researchers In Agricultural Science, Social Science and Other Related Field, Springer India.

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	FUNCTIONAL BUSINESS DECISIONS	8 hrs week
16MPHILC11		Credit: 4

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Business Directions: Concept and process – Research as a decision support system – Component business research dimensions – Environment research – Research on functional areas – Institutional research in the context of liberalization, privatization and globalization.

UNIT –II:

Research for Marketing Decisions: New product development research – Research and brand equity and preferences – Research on pricing strategies – Research on distribution channels – Research on salesmanship qualities and effectiveness – Research on advertisement copy – Research on media effectiveness – Research on consumer behavior – Research on marketing segmentation – Research on export marketing.

UNIT – III:

Research on Personnel Decisions: Research on effectiveness of different sources of recruitment and training – Research on leadership: Traits, Style and Effectiveness – Research on employee – Motivation, Absenteeism, Job satisfaction, Welfare measures, Quality of work life and Participation in management – Research on personnel information system.

UNIT –IV:

Research for organizational Decisions: Research on organizational issues, like climate, culture, creativity, change, development and excellence.

UNIT – V:

Research for capital market decisions: Research for primary market Trend and Determinant – Research on secondary market: Trend; volatility and Determinant – Research on performance of mutual funds – Research on investor behavior and protection – Research on global capital market instruments and institutions – Research on capital market information system.

UNIT VI:

Research for Financial Decisions: Research on cost of capital and capital structure – Research on risk – Return – patterns of projects – Research on working capital management – Research on credit management – Research on financial information system.

UNIT VII:

Research on Business strategies: strategic alliances - Mergers acquisitions – Restructuring – Reengineering – Corporate Governance – Ethics – Social responsibility.

REFERENCES:

Stephen P. Robins 11th edition, (2011), "Organizational Behavior", PHI Learning / Pearson

Fred Luthans 12th Edition, (2013), "Organizational Behavior", McGraw Hill, New Delhi.

Gary Dessler 13th Edition (2015) "Human Resource Management" Pearson, London

Aswathappa.K "Human Resource Management": Text and Cases (English) 7th Edition ,

Philip T. Kotler , Kevin Lane Keller (15th Edition),(2011) "Marketing Management" ,

V.S.Ramaswamy&S.Namakumari (5th edition) (2015) “Marketing Management Global Perspective, Indian Context”,Tata Mcgraw Hill, New Delhi.

Arun Kumar &N.Meenakshi (2010) “Marketing Management - Comprehensive Text, Best Practices, Corporate Insights”, Vikas Publication, New Delhi

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	EMERGING ISSUES IN MANAGEMENT	8 hrs week
15MPHILC11		Credit: 4

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - 1: Emerging Trends in Marketing

Best practices in marketing of the twenty – first century

Customer – Relationship management

Case – studies of C.R.M

UNIT –2:

Build your brands for strategic success

Designing and managing services

UNIT – 3:

Activity Based Costing

Corporate Governance – Evolution and practices in recent times

Market Value Added

Stock markets, Factoring, Depository services and Derivatives

UNIT – 4:

Total Quality Management

The Enigma of Six Sigma – Kaizen

Continuous Improvement

Just In Time (J.T) Manufacturing and waste Elimination

UNIT –5:

ISO 9000 : Universal Standards of Quality

Bench Marking – Tales from the front

Advanced Techniques in material Management

The Background and significance of value – Engineering.

UNIT - 6:

The Promise of HRM

Work to live or live to work “achieving a work-life balance”

Human resources – profession – challenges and opportunities in the post – organization paradigm.

The HR challenges of International Business

UNIT - 7:

Definition and nature of Organization Development

OD in the contest of Liberalization.

Human Resources Accounting – Concepts, Postulates and Approaches

Natureana – Scope of Human Engineering.

UNIT - 8:

The world of ERP

ERP – Implementation – Pains and Gains – Application

ERP – Procedures and road map

Frequently asked questions on ERP

Finding out what Bio – informatics can do for you?

UNIT-9:

Distributed Databases – An Overview

Internet – what makes the difference?

Internet tools

Why object Oriented programming in C++

UNIT - 10

The ABC of Strategic Management

The reality of Mergers and Acquisitions

Knowledge Management

M & A – The challenge of learning to integrate

M & A – How many matches are made in heaven?

Trust and control in Strategic Alliances

Disinvestment

Best Practices in Re – engineering

The learning Focus

Business Ethics

Social Responsibility of Business, Business must talk about its social role

NGO Management

Emerging trends in public Management and governance.

REFERENCES:

Philip Kotler: (2001) "Marketing management "(Millenium edition), prentice hall of India P (ltd), New Delhi.

Zikmand d'Amico, (2000). "Marketing" South western, Thomson Learning

Sherlekar S.A., "Marketing Management", Himalaya publishing, New Delhi

Micheal R.Czinkota & Masaaki Kotabe, (2000) "Marketing management", Vikas Thomson learning.

Douglas, J.Darymple (2000) "Marketing management" John Wiley & Sons,

MPhil- Management	CORE	Max Marks 100
Semester – II	RESEARCH	Int: 25 Ext: 75
16MPHILC21	DISSERTATION PROJECT	10 hrs week
		Credit: 12

Objective:

- To enrich the scholars with scientific research methods.
- To enable them to contribute to knowledge development through research findings.

BSW-SOCIAL WORK

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
15BSWL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehl;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wpf;F top -Rujh
- 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpadp; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpjifSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fh;lhw -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 15) tpgj;J -K. KUNf\;
- 15) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3, yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpijapy; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpio ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpioaw;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk; 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW I Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –I	Prose, Poetry, Short Stories, Grammar and Composition-I	6 hrs week
Code:15BSWL12		Credit: 3

Objectives:

- 1) To expose students to functional aspects of English language.
- 2) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 3) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame sans Merci - John Keats

UNIT: III SHORT STORY

1. Astrologer's Day
2. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing, Letter writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent. (ed) Let's Speak English (A Course in spoken English) Soundra Publications,

BSW I Year	Core	Max Marks 100
		Int: 25Ext:75
Semester – I	Introduction to Professional Social Work	5 hrs week
Code:15BSWC11		Credit:4

OBJECTIVES

- To help the students understand the concept and the historical evolution of social work.
- To develop their understanding about professional social work.
- To enable them to understand the status of social work education in India.

Unit-I

Social Work- Meaning, Definition, Objectives, Functions, Principles, Values and Professional Ethics. Voluntary Social work, Radical Social Work and Constructive Social Work.

Unit-II

Historical Development of Social work - UK, USA and in India. Social Work Approaches – Charity approach, Welfare approach, Right based approach.

Unit-III

Introduction to Methods of Social work -Social Case Work, Social Group Work, Community Organization, Social Welfare Administration, Social Work Research, Social Action.

Unit-IV

Introduction to Fields of social work- meaning and concept. Scope of Social Work in different fields- family, community, medical, educational, Correctional and industry.

Unit-V

Social work education in India-Nature and Status of Social Work training institutions in India. Structure and functions of IASW, NASW, ASSWI.

REFERENCES

1. Gautam.PR, 2011, Centurmpress Social Work and Social Development ,
2. P.D.Misra, Beena Misra, (2010), Social Work Profesion in India, New Royal Books & Co.
3. Krishnakanth Sing (2011) An Introduction to Social Work, ABD Publishers
5. Dr. Sanjay Bhattacharaya (2009), Social Work an Integerasted approach, Deep & Deep Publication.
6. Kumar Jha (2011) An Introduction to Social Work, Anmol ,NewDelhi

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester -I	Introduction to Social Problems	5 hrs week
Code:15BSWC12		Credit: 4

OBJECTIVES

- To expose students to the concept of social problems.
- To help them understand the various social problems.
- To enable them understand the social work interventions in combating the social problems.

UNIT 1

Social Problem: Definition, types, characteristics, causes.

Approaches to Social Problems: Social Pathology, Social Labeling,

Social Deviance, Social Disorganization.

UNIT- II

Poverty: Definition, causes, consequences and Programmes to eradicate poverty.

Unemployment: Definition, causes, Consequences, programmes to eradicate unemployment

Beggary: Definition, types, causes and rehabilitation.

UNIT III

Dowry: Definition, Causes, Consequences and Lorry

Domestic Violence – Definition, Causes, Consequence

Prostitution: Definition and meaning, types, effects.

UNIT IV

Child Abuse: Definition, Concept, types, causes, consequences.

Child marriage, Child Labour: Definition Causes , consequences.

Juvenile Delinquency: Meaning, definition, causes, effect.

UNIT V

Corruption: Definition, cause, Consequence.

Human Trafficking: Definition, cause, Consequence.

Alcohol & Substance Abuse: Definition, causes, types

REFERENCES

1. Madan G.R(1995), Indian Social Problems, Calcutta, Athmaran & Sons.
2. Dr. Sanjay Bhattacharya(2008), Social Work –Psycho-Social and Health Aspects.
3. Ahuja, Ram(1992), Social Problems in India, Jaipur, Rawat publication.
4. Krug G. Etienne et al (2002) ,World report on violence & health, Geneva, WHO.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –I	Sociology For Social Workers	5 hrs week
Code:15BSWA11		Credit: 4

OBJECTIVES

- To help the students understand the concepts of society.
- To facilitate their understanding about the components of society.
- To help them understand the relevance of the knowledge of society for social work practice.

UNIT I

Sociology: Definition, Meaning, Characteristics and Concept ,Definition, Meaning, Characteristics, Types,Society, Community, Social group, Associations, and Institution :

UNIT-II

Social Processes - Meaning, Types -Co-operation, Competition, Conflict, Accommodation, and Assimilation. Concept and meaning of culture, civilization, customs, folkways and mores.

UNIT-III

Social Institutions – Meaning, Primary & Secondary Institution, and Functions.
Socialization – Definition and functions. Agencies of Socialization.

UNIT-IV

Social stratification - concept, and forms. Concept of Caste, Class, and Race. Caste System in India.

UNIT-V

Social Control-, Definition, Concept, agents of Social Control.
Social Change – Definition, concept, process, factors for Social Change.

REFERENCES

1. Shankar Rao (2011) Principles of sociology,
2. Mandal(PD), 2011 Sociology of Social Stratification, Centurmpress,new delhi
3. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –I, ABD Publishers
4. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –II, ABD Publishers

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –I	Self Development	2 hrs week
Code:15BSWN11		Credit: 2

OBJECTIVES

- To help students understand the concept of self and the importance of being aware of it.
- To enable them understand the ways of knowing oneself.
- To develop their skills that would help them to achieve their goals.

UNIT I

Concept of Self, Ideal self, Real Self, Self image, Self esteem.

UNIT II

Self awareness: JOHARI WINDOW, Importance of feedback - constructive and destructive. Disclosure- factors influencing disclosure, Self assessment.

UNIT III

Personality: Concept, types, factors influencing personality, personality change, measurement-

Application of Rajan 12 PTI

UNIT IV

Self development: Skills development- Empathy, Communication, Coping with stress and emotion, Problem solving.

UNIT V

Goal setting: concept of goal, importance, types: short term and long term, goal setting process (SMART)

REFERENCES

1. Allan, G. (1996) Kinship and Friendship in Modern Britain, Oxford, Oxford University
2. Betty Farber, (2000) , My Self, My Family, My Friends: 26 Experts Explore Young Children's Self Esteem, Preschool Publication.
3. Graham Allan's (1989) Friendship: Developing a Sociological Perspective, Hemel Hempstead.
4. John G Geier, (2001), Personal Profile System: A Plan to understand Self and Others, Performax Systems International, Carlson Learning Company

Kjyhk; Mz;L - ,uz;lhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
15BSWL21	fij ,yf;fpaKk; ciueilAk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

கதை இலக்கியமும் உரைநடையும்;சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liuj; njhFg;G

rpWfij :

- 1) kp\pd; Afk; - Gjkg;gpj;jd;
- 2) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 3) fbjKk; fz;zPUk - fy;fp
- 4) ehw;fhyp - fp. ,uh[ehuhazd;
- 5) gspr;rp - nfh.kh. Nfhjz;lk;
- 6) k[;Dhd; - kPuhd; ikjPd;
- 7) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 8) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 9) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 10) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 1) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 2) Foe;ij uhK - t.uh.
- 3) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 4) ,e;jpa nkhopfsy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;
- 5) tho;thq;F - t.Rg. khzpf;fk;
- 6) ftpijf;fiy - m.r. Qhdrk;ge;jd;
- 7) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
- 8) Gbg;gl vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj; njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhLUk; njhlh;Gk; mwpjy; - gphpj;J vOJy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr; nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

- 1) rpWfij kw;Wk; fl;Liuj; njhFg;g> gy;fiyf; fof ntspaPL> kJiu fhkuhrh; gy;fiyf;fofk;> kJiu – 625 021.
- 2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G epA+ nrQ;Rhp Gf; `T]; (gp) ypl;> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;> mk;gj;Jjh;> nrd;id – 600 098.

BSW I Year	Part –II English	Max Marks 100 Int: 25 Ext: 75
Semester –II	Prose, Poetry, Short Stories, Grammar and Composition-II	6 hrs week
Code:15BSWL22		Credit: 3

OBJECTIVES:

- 1) To introduce them to a few classics in English poetry
- 2) To develop their writing skills.
- 3) To give ample practice in grammar.

UNIT: I PROSE

- 1) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

1. Refund-F fitz karinthy
2. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns
,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Case Work & Group Work	5 hrs week
Code:15BSWC21		Credit: 4

OBJECTIVES

- To help the students understand the components of Social Case Work and Group Work.
- To foster their understanding about the process of Social Case Work and Group Work.
- To help them understand the applications of Social Case Work and Group Work in different settings.

Unit I

Social Case Work: Definition, Meaning, Concept, Objectives and History of Social Case work in India and Abroad. Basic components of Social Case Work - Problem, Person, Place, Process and Principles.

Unit II

Case Work Process – Treatment (methods and techniques) Study (Case recording, Interview, Collateral contacts etc) Diagnosis. Follow – up and termination.

Relationship - nature, establishment, maintenance, termination. Transference and counter transference.

Recording in Case Work: Importance and methods.

Unit III

Social Group Work - Definition, Meaning, Concept, Scope, Objectives and history. Principles of Group Work. Dynamics of group: Group formation, Structure and Functions of group.

Unit IV

Group work Processes: Planning phase, Beginning phase, Middle phase, Ending phase. Recording in Group work: Importance and methods. Program planning in Social Group work - Meaning, principles, planning stages. Roles of group worker, Skills of Social group worker.

Unit V

Application of Social Case Work in family & group work, educational institutions, community, industries hospitals and Correctional setting.

Application of Social Group Work & Social Case Work among children, youth, aged and women.

REFERENCES

1. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
2. Upadhyay,P.K. (2003), Social Case Work, New Delhi.
3. Ratna Guha, (2012) Social Work with Individual and Groups, , Centurypress,
4. Gisela, Konopka. (1970), Group Work in the Institution, New York, Associated Press.
5. Trecker, HB, (1972), Social Group Work; Principles and Practices, Chicago, Association Press.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Field Work	5 hrs week
Code:15 BSWC22		Credit: 4

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –II	Psychology for Social Workers	6 hrs week
Code:15BSWA21		Credit: 5

OBJECTIVES

- To help students understand the concept of behavior.
- To enable them understand the factors influencing human behavior.
- To help them understand the importance of studying human behavior.

UNIT –I

Psychology - Meaning, Definition, Scope. Branches of Psychology. Importance of Psychology in Social Work practice.

UNIT -II

Developmental Psychology: Conception, Pregnancy – Child growth & development in each trimester. Delivery -types, Importance of prenatal development. Developmental tasks in each stage: Infancy to old age. .

UNIT -III

Personality: Meaning of Personality - Types of personality.

Learning, Meaning of learning - Types of learning, Learning Theories: Conditioning theory, operant conditioning theory.

UNIT –IV

Memory –Meaning, Types, Factors influencing of memory.

Behavior: Meaning, Types of behavior, factors influencing behavior.

Behavior modification: Definition and techniques.

UNIT –V

Intelligence: Meaning and definition of intelligence. Motivation - Meaning - Social and Psychological motives. Frustration - sources of frustration, Defense mechanisms – Meaning and types.

REFERENCES

1. Morgan, Clifford (1986), Introduction of Psychology, New Delhi, Tata Mc GrawHill
2. S..K .Mangal (2009) ,General psychology,
3. Hurlock, Elizabeth, (2002), Development Psychology, New York, McGraw Hill.

4. Hilgard & Atkinson, (1998), Introduction to Psychology, New York, HCB & Word.

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –II	Understanding Family	2 hrs week
Code:15BSWN21		Credit: 2

OBJECTIVES

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT - I

Family-definition, origin, functions and its importance. Role of family in the development of its members.

UNIT-II

Urban, Rural, Tribal families: characters, strengths and weaknesses. Joint and Nuclear family: characters, strengths and weaknesses,

UNIT –III

Marriage and its role in the family process. Marital problems and ways to manage it.

UNIT – IV

Family Conflicts: parental conflicts-couple conflicts- relationship conflicts-: causes, impact and remedies. Changes in the Indian family system.

UNIT – V

Family Life Education - meaning, Stages: Stage 1: Family of origin experiences, Stage 2: Leaving home, Stage 3: Premarriage stage, Stage 4: Childless couple stage, Stage 5: Family with young children ,Stage 6. Family with adolescents, Stage 7: Launching children, Stage 8: Later family life,

REFERENCES

1. CarterBetly & Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.

BSW II Year	jkpo; jhs;	Max Marks 100
Semester -III		Int: 25 Ext: 75
Code: 15BSWL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

நோக்கம்;தாளம்-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)-1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)-2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)-3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 15) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 15) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 15) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)-4 ,yf;fzk;

- mzpf; -ctik-cUtkf; -gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -Ntw;Wik mzp
- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 - 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)-5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW II Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, poetry, Short Stories, Grammar and Composition	6 hrs week
Code:15BSWL32		Credit: 3

OBJECTIVES:

1. To introduce the functional grammar to the students.
2. To expose creative writing to the students.
3. To enhance students' communication skills.

UNIT: I PROSE

- 1) University days – James Thurber
- 2) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 1) Night of the scorpion-Nissim Ezekiel
- 2) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 1) Karma-Kushwant Singh
- 2) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Notemaking, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 1) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai. Rs.40/.
- 2) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 3) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 4) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Legislation	5 hrs week
Code:15BSWC31		Credit: 4

OBJECTIVES

- To expose students to the drivers of social legislation.
- To introduce students with the laws related to social problems
- To enable them understand the importance of social legislations.

UNIT I

Legislation – Meaning and Definition. Types of Legislation, Social Legislation - Meaning and Definition. History of Indian Constitution. Fundamental rights, Directive Principles of State Policy

UNIT II

Legislation related to Marriage - Hindu Marriage Act, Muslim marriage Act, Christian Marriage Act and Special marriage Act. Family Court.

UNIT III

Legislation related to Children - J J Act 2000, Child Labour Prohibition and Regulation Act, Protection of Children from Sexual Offences Act, 2012(POSCO Act), Child Marriage Restraint Act.

Legislation related to Women- Dowry Prohibition Act, The Domestic Violence Act, MTP Act.

UNIT IV

Legislation related to amelioration of social problems- The Prevention of Atrocities against SC's and ST's Act, The Protection of Civil Rights Act, The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995

UNIT V

Right to Information Act. Right to Education Act, Consumer Protection Act. PIL, Legal Aid Clinic- Meaning, Concept, Para legal aid, Need for legal aid clinic.

REFERENCES

1. Awasthi, SK. (1994), Manual of Marriage and Divorce Laws, Jodhpur, Rajasthan Law House.
2. Biswas. B. et al, (1971), Impact of Social Legislation and Social Change, Calcutta,
3. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.

4. Diwan, P & Diwan P. (1994), Children and Legal Protection, New Delhi, Deep & Deep Publication.

BSW Second Year	Core	Max Marks 100
Semester –III	Social Welfare Administration	Int: 25 Ext: 75
Code:15BSWC32		5 hrs week
		Credit: 4

OBJECTIVES

- To introduce students to the concepts of administration.
- To familiarize students with administrative process.
- To enable students functions of Ministries in Social Welfare departments.

UNIT -I

Social Policy, Social welfare, Social Defence, Social inclusion and Social exclusion – Concept & Meaning.

Administration - Meaning, Definition and characteristics.

Social Welfare Administration – Definition, Nature and scope.

UNIT -II

Ministry of Social Justice and Empowerment: History, structure and

Functions. Functions of Department of Social Justice and Empowerment , Department of Disability Affairs,

Ministry of Women & Child Development : History, Function

Structure and functions of Department of Social Welfare: Central Social Welfare Board, State Social Welfare Board and District Social Welfare Board.

UNIT-III

Basic Administrative Processes - Planning, Organizing, Staffing, Decision making, Co-ordination, Recording and Budgeting,

UNIT-IV

Personnel Administration - Staff selection, Induction, Training, Orientation, Placement, Service conditions, Discipline, Staff morale, Supervision and Evaluation.

UNIT-V

Public Relations – Meaning, need, Principles, use of different media. Fund raising. Communication system in the office. Application of computers and Records management in office.

REFERENCES

- Chowdhry, P. (1996), Social Welfare Administration, New Delhi, Athmaram & Sons.
- Sachdev D.R. (1998), Social Welfare Administration in India, New Delhi, Kitab Mahal.
- Shankar Pathak (2012) Social Work and Social Welfare, Nirmal Pub
- Kumar Jha(2002) Encyclopaedia of Social Work:Social Welfare and Social Work, Anmol ,NewDelhi

BSW II Year	Skill based	Max Marks 100 Int: 25Ext:75
Semester – III	Communication Skills for Social Work Practice	2 hrs week
Code:15BSWS31		Credit:2

OBJECTIVES

- To expose students to the importance of communication.
- To help them understand building effective communication.
- To strengthen their skills in communication to person and group.

UNIT I

Communication- Definition, Need and importance. Interpersonal and Intra personal communication. Communication in problem solving situation.

UNIT II

Building effective communication- Johari Window, Transactional Analysis. Skills for effective communication - Listening, Observing, Language, Writing.

UNIT III

Communication to a Person: Conversation –objectives and strategies , Interviewing skills- interviewing Tips, Technique, Questionnaire,types, Body Language-meaning, Types.

UNIT IV

Communication to a Group and masses: Public speaking, Poster making, Scripts for Street theatre, Documentation, Awareness songs – Steps, Principles and importance.

UNIT V

Scripts for a drama. Enacting a Drama on social themes. Script for Public Speaking. Role of mass media in social Change and National Integration

REFERENCES

- Vilanilam J.V., (1985), Education and Communication, Trivandrum, Kairali Books International.
- Dahama, O.P (1997), Education and Communication for Development, New Delhi, Oxford and IBH Publising Company.
- Agarwal Hema (1995), Culture and Mass Communication, New Delhi, Rawat Publications.
- Neetamehta, 2011, The Media of Mass Communication, Axis Books,

BSW III	Skill Based	Max Marks 100
Semester –III	IT Skills For Social Workers	Int: 25 Ext: 75
Code:15BSWS32		2 hrs week
		Credit: 2

OBJECTIVES

- To understand the basics of computer.
- To acquire knowledge of MS word, Excel, Power Point and SPSS
- To learn the usages of computer in social work profession

UNIT I

Introduction to computers – Generations of computers – Classification of computers – application of computers. Computer Architecture – personal computer – Hardware / Software – operating systems – computer languages. Starting Windows – desktop – mouse – window maximizing, minimizing, restoring & closing a window. Using the start menu – control panel – windows explorer – copying, moving files – finding files or folders.

UNIT II

Starting word – creating a document – saving, printing, resaving and closing a document. Editing a document – move and copy text – Formatting Text and paragraph – finding and replacing text and checking spelling – mail merge.

UNIT III

Worksheet - Excel – getting started with Excel. Entering numbers – entering formula – editing cells and using commands and functions – moving and copying. Inserting and deleting rows and columns – creating charts – Data base in a Worksheet.

UNIT IV

Power point – slides – inserting new slides – clip arts – power point views – running a slide show – printing a presentations – format options – editing features. Internet – web browsers – email – search engines – chatting.

UNIT V

Introduction to data analysis – analysis of data through computer software – introduction to SPSS – variable list – variable code - value code – cross tabulation – simple statistical analysis.

REFERENCES

1. Taxali R.K (2005) PC Software for Windows, New Delhi, McGraw Company.
2. Jeff Walden ,More File Formats for Popular PC Software, New Delhi,Wiley
3. Stanley R. Trost , The best of IBM PC Software, New Delhi, SYBEX,

BSW II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –III	Life Skills Education	2 hrs week
Code:15BSWS33		Credit: 2

OBJECTIVES:

- To help the students understand self.
- To help them equip thinking skill, problem solving skill, coping skill
- To strengthen their Life skills.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex.

UNIT II

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication. Empathy: concept of empathy, importance, development of empathy.

UNIT III:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT IV:

Problem solving: concept of problem, problem analysis, problem solving techniques.

UNIT V

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

,uz;lkhkz;L – ehd;fhk; gUtk;	jkpo; jhs; 4.4	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSWL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gl (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOtJk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;nghUs;-mfj;jpizfs; Gwg;nghUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpkh;rdk;

ftpij vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW -10

m. gj;Jg; ghl;L

M. vl;Lj; njhif

.- gjpnzd; fPo;f;fzf;F

நூல்கள்

சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

BSW II Year	Part – II English	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Novel and English for Competitive Examination	6 hrs week
Code:15BSWL42		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in

Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

BSW II Year	Core	Max Marks 100 Int: 25Ext:75
Semester – IV	Introduction to Community Organisation	5 hrs week
Code:15BSWC41		Credit:4

OBJECTIVES

- To expose students to the concept of community and community organization.
- To help them understanding the community dynamics.
- To strengthen their understanding about role of community organizer.

UNIT - I

Definition of community. Characteristics of community, Types of community, Difference between Urban, Rural, and Tribal community.

UNIT - II

Community Organization -Definition, objectives, assumption and Principles(12 Principles of M.G.Ross).
Community organisation as a method of social work.

UNIT III

Methods in community organization: Social action and social analysis.
Phases in community organization: Study, Analysis, Assessment, Decision Making, Organization.

UNIT - IV

Community Leadership-Meaning , Barriers and Challenges to Community Leadership.
Power structure in the community, Conflict resolution

UNIT -V

Role of community organizer. Application of community organization methods in Rural and Urban areas, during disasters and civil conflicts.

REFERENCES

1. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper & Row.
2. Gangrade. K.D, (1971) Community Organization in India, Bombay, Popular Prakasan.

- A.J.Christopher, A.Thomas William, (2012), Community Organisation And Social Action, Himalaya Publishing House.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Social Work Research And Statistics	5 hrs week
Code:15BSWC42		Credit: 5

OBJECTIVES

- To help students understand concept of social work research
- To familiarize them with the methodology of conducting research.
- To orient them about the application of statistics in social work research.

Unit – I

Scientific Method- Meaning and Concept. Social Science research: Meaning, definition Social work Research –Definition, Meaning and Objectives. History of Social Work Research in India.

Unit – II

Identification and Formulation of a research problem. Hypotheses –Meaning and definition. Importance of Review of Literature.

Unit – III

Research Design – Meaning, definition. Types of Research Design –Exploratory, Descriptive, Survey design
Sampling – Meaning, definition. Types of Sampling – Probability: Simple random and stratified random and Non-probability: Purposive, Snowballing

Unit – IV

Data Collection – Methods and Tools – Observation, Interview, Interview Guide, Interview Schedule, Questionnaire. Pilot Study and Pre-test.

Unit – V

Statistics – Meaning and Importance. Central Tendency – Mean, Median and Mode. Measure of Dispersion-quartile deviation, standard deviation. Diagrammatic and graphic representation of data – Histogram, Bar diagram, Pie diagram. Research Report Writing – Chapterization and bibliography .Uses of Computer in Social Science Research

REFERENCES

- Goode, Wand Hutt, P.K (1981), Methods of Social Research, New Delhi, McGraw

Hill..

2. Gupta. S.P (2005)), Fundamental of Statistics, New Delhi, Sulthan Chand.
3. Kothari.C.R (2011) Research Methodology, New Age International Publishers
4. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
5. P.N.Narayana Raja(2009), Knowing and Doing Research, By the Author

BSW IIYear	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Field Work	6 hrs week
Code:15 BSWA41		Credit: 5

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	0 hrs week
Code:15BSWS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura’s year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs Editor – Balvinder Singh, Chandigarh – 160 019

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work in Community	5 hrs week
Code:15BSWC51		Credit: 5

OBJECTIVES

- To expose students to the concept of community and community development.
- To help them understand the problems relating to rural and urban life.
- To develop insight into the structure and functions of rural and urban bodies.

UNIT – I

Community: Meaning Definition, Types-Rural , Urban and Tribal.
 Development – Meaning, development indicators, Sustainable development
 Community Development - Concept, Definition, Meaning, History, Need, Objectives

UNIT - II

Rural Community Development: Meaning, definition. Rural Development in India - Origin and background - Srinikethan, Marthandam, Firka Development, and Etowah Pilot Project. structure and functions of rural local bodies (73rd Amendment). Problems of Rural people in relation to Agriculture, Employment, Education, Water and Health.

UNIT - III

Urban Area: Town, City, Metropolis, Suburbs, Satellite towns -Meaning and characteristics. Urban Community Development - Meaning, Scope, structure and functions of local bodies (74th Amendment). Problems of Urban life with reference to pollution and waste management.

UNIT – IV

Tribal community development – meaning, definition, structure and functions of Governing bodies. Problems of tribal in relation to Basic amenities, education and culture.

Slum - Meaning, definition, History and problems. Role of slum clearance board.

UNIT – V

Rural Community Development Programmes – Role of Government & Voluntary agencies. Institutions concerned with Rural Development - National Bank for Agriculture and Rural Development(NABARD) , Council for Advancement of People's Action & Rural Technology (CAPART) and *District Rural Development Agencies*(DRDA).

Urban development programmes- *Jawaharlal Nehru National Urban Renewal Mission* (JNNURM), Urban basic services, Prime Minister's Integrated Urban Poverty Eradication Programme.

Tribal welfare programmes - Integrated Tribal Development Project (ITDP).

REFERENCES

1. Debendra, K.Das (1994), Dynamics of Rural Development, Perspectives and Challenges, New Delhi, Deep and Deep Publications.
2. Mukherii, B (1996), Community Development in India, New Delhi, Orient Longman.
3. Kumar Jha(2002), Social Work and Community Development, Anmol ,NewDelhi
4. Margaret Ledwith(2005), Community Developments A critical Approach, Rawat Publication.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work In Health Setting	5 hrs week
Code:15BSWC52		Credit: 5

OBJECTIVES

- To familiarize them with the concept of Public Health.
- To help students understand the concept of Mental health and Community health .
- To expose students in the field of Medical social work.

UNIT - I

Health - Meaning and definition. Public Health -Meaning, Definition, Objectives and functions. Health care delivery system in India. National Health Policy, Health Programs in India: National Rural Health Mission (NRHM): incorporating Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH), Indian Public Health Standards(IPHS) and PRI Panjayat Raj Institutions

National Urban Health Mission (NUHM), Reproductive and Child Health Programme (RCH), National AIDS Control Programme (NACP), World Health Organization(WHO)

UNIT - II

Medical Social Work - Definition and meaning, Symptoms of diseases - Leprosy, Cancer, Diabetes, STD, AIDS, Tuberculosis. Role of Medical Social Worker

UNIT - III

Mental Health - Meaning and Definition. Mental illness – Types, characteristics of Neurosis and Psychosis. Mental retardation- Types, characteristics.

UNIT – IV

Psychiatric Social Work - Meaning and Definition. Role of Psychiatric social worker in general.

Community Health- meaning and concept. Health education – Meaning, Definition and importance health education

UNIT - V

Hospital Administration - Definition, Meaning, Types, General principles, Functions and its importance. Social worker as a member in Multi- disciplinary team.

REFERENCES

1. Kabil, Krishnan (1971), Social Services Opportunities in Hospitals, Bombay, TISS.
2. Kapur, Malavika (1995), Mental Health of Indian Children, New delhi, Sage Publications.
3. Pathak, S.H (1961), Medical Social Work in India, Delhi, Delhi School of Social Work.
4. Shorter, Edward. (1997), A History of Psychiatry, New York, John Wiley and Sons.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work with Family	Int: 25 Ext: 75
Code:15BSWC53		5 hrs week
		Credit: 5

Objectives:

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT – I

Marriage: Meaning and Definition. Types of Marriage, Role of Marriage in Family Process.

Family – Meaning and Definition., Origin, structure, values, functions and its importance

UNIT – II

Types of Family: Joint Family, Nuclear Family, Extended family and its characters, strengths

Family Tree (Pedigree): Need for family Tree,

Role of family in the development of its members. Changing pattern of family. Single parent family and its problems.

UNIT – III

Family Disorganisation – Causes, Impact and remedial measures,

Marital problems and ways to manage it. Communication in families. Families with problems and ways to manage them.

UNIT – IV

Importance of Family in Individual's Development, Parenting Styles in developing children.

Family Welfare – Planning, Programming and Methods of Family Planning – Temporary and Permanent.

UNIT – V

Social Work Interventions: Family Life Education - meaning, objectives . Counselling: Premarital counselling, Family Counselling, Family counselling centre in Tamil Nadu. National and international Organisations working for family welfare.

References:

1. Bee Dell, C and residential life with Children, London: Routledge and Kegan paul.
2. Daridson.F. and Gorneiki B 1964, Care of children in day centers, Genera W.H.O., Publications.
3. Young Husband, 1967, Social work with families, Recorage allen & Unw.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Field Work	5 hrs week
Code:15BSWC54		Credit: 5

OBJECTIVES

- To expose students in field realities through issue based for the students
- To help students understand the scopes for the social work practice in different Issue based
- To strengthen students professional competence of the students.

SW III Year	Allied	Max Marks 100 Int: 25 Ext:75
Semester – V	Basics Of Counselling	6 hrs week
Code:15BSWA51		Credit:5

OBJECTIVES

- To expose students to the concept of counselling and its needs
- To familiarize them with process of counselling.
- To orient them about the application of counselling in social work practice.

UNIT-I

Counselling- Definition, Meaning & Need for counselling. Difference between counselling, advice, guidance and psycho therapy –relaxation therapy.

UNIT-II

Principles of counselling: Authenticity and congruence, Participation, Individualization, Confidentiality, Communication, Acceptance, Self Confidence, Self awareness and Non judgmental attitude –

UNIT-III

Skills of a counselor-stage I - Pre-helping phase-Primary level accurate empathy, Genuineness, Respect and concreteness- Stage II Skills: advance accurate empathy, self disclosure , confrontation, Immediacy, Stage III skills- Identification of Problem, Goal setting, means, feed back and follow up.

UNIT-IV

Counselling responses: Interpretation, Probing, Supportive, Evaluative and Understanding. Counselling process- 1- Clarifying the problem and goals for counselling, 2- Structuring the counselling relationship and procedures, 3-Building a deeper relationship, 4-Exploring feelings, behavior or thoughts, 5- Deciding on some plans of action, trying these out and evaluating them, 6-Terminating the relationship.

UNIT-V

Scope of counselling in different fields: Marital and family, School counselling, crisis counselling- AIDS counselling. Counselling with aged and employees.

REFERENCES

1. Barki B.C. & Mukhopadhyay. (1998), Guidance and Counselling- A Manual, New Sterling Publisers Pvt.Ltd.
2. Ackerman.W Nathan, Psychodynamics of Family Life, New York, Basic Books Inc.
3. Antony John (2003), Skills of Counselling, Dindigul, Anugraha Publications.

BSW III Year	Skill Based	Max Marks 100
Semester –V	Development Policies and Programmes	Int: 25 Ext: 75
Code:15BSWS52		2 hrs week
		Credit: 2

OBJECTIVES

- To help students understand development Policies.
- To foster their understanding about the development programmes.

UNIT I – Development – meaning and concept , development policies in India .Introduction to various ministries working for women,children, rural,urban,sc/st, backward classess

UNIT II

Rural development Programmes -,Pradhan Mantri Gram Sadak Yojana,Swarnjayanti Gram Swarozgar YojanaIndira Aawas Yojna, Mahatma Gandhi National Rural Employment Guarantee Act-2005,pura

UNIT III- Urban developent Programmes –JNNURM- Jawarharlal Nehru national urban renewal mission ,UIDSSMT- urban infrastructure development scheme for small and medium towns,NUIS- National urban information system

UNIT IV

Women development programmes - Support to Training and Employment Programme for Women (STEP),National Mission for Empowerment of Women (NMEW),Rashtriya Mahila Kosh (RMK) , National Maternity Benefits Scheme (NMBS)

Child development programmes- Integrated Child Development Services (ICDS) Scheme, Integrated Child Protection Scheme,Reproductive and Child Health Programme

UNIT V

Labour and employment programmes –Employment assurance scheme, Jawahar Rojgar Yojana JRY, Food for work, Prime Minister's Rozgar Yojana (PMRY)

REFERENCES

1. Gautam P.R., Singh R.S, Social Work and Social Policy (Concepts and Methods), Centrum Press, New Delhi, 2011. 1st Edition
2. Bhartiya.K.Anoop. Kumar Singh Dinesh, Social Policy in India, New Royal Book Company, Lucknow, 2003.
3. <http://india.gov.in/my-government/schemes>

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Social Work in Industries	5 hrs week
Code:15BSWC61		Credit: 4

OBJECTIVES

- To understand the growth and importance of Industries in India.
- To understand the existing welfare measures in Industries.
- To familiarize to the application of social case work as method to deal with laborer problems in industries.

UNIT –I

Industry - Meaning and Definition, Growth and Importance of Industries in India. Concept of Employee. Importance of Employee and employer relationship.

UNIT -II

Labour Problems in India with specific reference to absenteeism, Indiscipline, Alcoholism and Drug addiction. Other problems related to industries.

UNIT -III

Industrial Social Work - Meaning and definition, Objectives, Importance and Role of Industrial social worker.

UNIT - IV

Employee Welfare - Meaning, Need and importance, Scope, Principles. Welfare benefits in Indian Industries .Corporate Social Responsibility - definition, meaning, concept, need and importance, CSR activities.

UNIT - V

Application of Social Case Work and Group Work in Industry with reference to absenteeism, indiscipline, alcoholism and drug addiction.

REFERENCES

- Moorthy, M.V (1968), Principles of Labour Welfare, Vishak, Gupta Brothers.
- Sarma, A.M (1995), Aspects of Labour Welfare and Social Security, Mumbai, Himalaya Publications.
- Tyagi, B.P (1996), Labour Economics and Social Welfare, Meerut, JaiPrakash Nath.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Field Work	5 hrs week
Code:15BSWC62		Credit: 4

Objectives

- To expose the students to the practical realities in the field.
- To enable them to practice the social work methodologies.
- To strengthen the professional competence of the students

Field work will be offered in a daily and full time basis in an agency selected to provide a satisfactory learning experience for 15 days (including holidays) in a social welfare /development organization, educational institution, community setting (slums, villages). It is designed to give the trainees continuity of work experience.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Project Work	6 hrs week
Code:15BSWE61		Credit: 5

OBJECTIVES

- To enable them gain the experience of conducting research.
- To strengthen their competence in conducting research in the field.
- To strengthen their skills in writing research reports.

Each candidate is expected to select a research problem in the selected field of social work and prepare a research design by the end of 5th semester in consultation with the research supervisor. A copy of the report shall be submitted to the department on or before 31st March in the sixth semester.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Women and Development	6 hrs week

Code:15BSWE62		Credit: 5
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OBJECTIVES

- To orient students status of women in India.
- To make the students understand the Issues related to Women.
- To help students understand the programmes and schemes related to women.

UNIT- I

Women : Status of Women in India- Women's Movements – Pre – independent, Post – independent and Current women's movements.

UNIT- II

Women and Health: Health status of women in India – Mortality and Morbidity factors influencing health – Nutrition and health, Reproductive health – HIV and AIDS control program.

UNIT -III

Changing role of women – Marriage – Single parent – Motherhood – Widows. Women entrepreneurship: Self help Group. Managing personal and professional roles.

UNIT –IV

Indian Constitution and provisions relating to women. , Violence against, women ,Legal protection , Family Courts , Rights of the women, National Commission for Women.

UNIT – V

Women Development approaches in Indian Five – Year Plans , women and leadership – Panchayath Raj – Political Role and Participation – NGOs and Women Development – National and International Funding Agencies.

REFERENCES

1. Sagar Rajive, Delhi, 2010, Women and Professional Development in India,.
2. **Pruthi, Raj Kumar; Rameshwari Devi and Romila Pruthi (2001). Status and Position of Women: In Ancient, Medieval and Modern India. Vedam books.**

BSW III Year	Elective	Max Marks 100
Semester –VI	Youth Development	Int: 25 Ext: 75
Code:15BSWE63		6 hrs week
		Credit: 5

OBJECTIVES

- To orient students basic concepts related to youth development.
- To make the students understand the problems of youths.
- To help students understand the programmes for youth development.

UNIT I

Youth – Meaning, definition, classification. Concept of Youth Welfare, Youth in Contemporary Indian society.

UNIT II

Problems of Youth – Biological, Psychological, Sociological, Cultural, Physical, Educational, Occupational and Recreational.

UNIT III

Youth leadership development: Leadership types, Programmes to improve leadership, Youth rights, Youth culture, Youth movements

UNIT IV

Youth policies and programmes: Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corps, Scouts and Guides, Youth exchange program,. Youth and Sports Policy.

UNIT V

National Organizations -. Nehru Yuvak Kendra, YMCA ,YWCA, Vishwa Yuvak Kendra , Rajiv Gandhi National Institute of youth Development--Structure and functions.

REFERENCES

1. Saraswathi, S (1980), Youth in India, Delhi, Indian Council for Social Science Research.
2. Arimpoor Joe (1982), Indian Youth in Perspective, Chennai, Salesian Institute of Public Arts.
3. Simhadri C.Yedla (1989), Development of Emerging World Youth, Delhi, Mittal Publications.
4. Hassan, M.K(1985), Prejudice in Indian Youth, New Delhi, Classical Publishing Company.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Child Protection	6 hrs week
Code:15BSWE64		Credit: 5

OBJECTIVES

- To orient students basic concepts related to Child Protection.
- To make the students understand the Issues related to Children.
- To help students understand the programmes and schemes related to Child Protection.

UNIT I

Child: Definition, Status of Children in India/world, Child Protection: meaning, definition, nature, Need for child Protection.

UNIT -II

Child Abuse: Definition, concept. Types of Child Abuse: Child trafficking, Child labour, Violence, Child marriage, sexual abuse, corporal Punishments. Interventions for Child Abuse.

UNIT -III

Child Protection and rights of the children: *United Nations Convention on the Rights of the Child* (UNCRC), Policies for Children, JJAct.

UNIT – IV

Child Protection: Role of Family (Parenting Style), Role of Teachers (Positive discipline, Mentoring style), Role Of NGO, Role of Government, Role of Social Worker in Child Protection,

Resilience : Meaning, Importance, building resilience among children

UNIT – V

Agencies working for children: United Nations Children's Fund(UNICEF), *CHILDLINE-1098*, *Integrated Child Protection Scheme (ICPS): State Child Protection Unit, District Child Protection Unit, Integrated Child Development Services(ICDS)*, Indian Council for Child Welfare(*ICCW*), *Save the Children*

REFERENCES

1. **Child protection:** A handbook for parliamentarians, UNICEF, 2004.
2. Humanitarian Action for Children: Building resilience: UNICEF 2011
- 3.
4. Child Protection Information Sheet: UNICEF

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Welfare of the Disabled	6 hrs week
Code:15BSWE65		Credit: 5

OBJECTIVES

- To understand the concepts, types and problems of persons with disability.
- To familiarize students with the legislations related to persons with disability.
- To help them understand the initiatives of Government and Non-Governmental Organisations.

UNIT – I

Definition, & Concepts of Disability, impairment, handicapped and rehabilitation.

Types of disabilities - Visually impairment, hearing impairment, mentally challenged, orthopedically handicapped.

UNIT – II

Causes of Disability – Genetic, environmental, Problem: Psychology nutrition etc.

Psycho - Social problems of the disabled.

UNIT - III

Rights of the person with disability, Role of social worker in the promotion of their rights.

UNIT – IV

Rehabilitation – Goal, objectives, approaches and process. Role of family and community in the process of rehabilitation.

UNIT – V

Policies and Programmes for person with disability. Role of Govt. and NGO in disability management.

REFERENCES

1. Chaturvedi T.N. (1981), Administration for the Disabled, New Delhi, IIPA.
2. Meths D S (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.
3. Freeman M, James (1979), Untouchable - An Indian Life History, London, George Allen & Unwin.
4. Kabra Govind Das (1984), Development of Weaker Sections: Organisational Alternatives, New Delhi, Inter – India Publication.

BSW III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Participatory Rural Appraisal	2 hrs week
Code:15BSWS61		Credit: 2

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA.

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Visuals, Matrixes, Observation, Interviews, Focus group discussions, Visions, Stakeholder workshops and meetings.

UNIT III

Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT IV

Major PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Semi structured Interview, Focus Group discussion, Triangulation etc.

UNIT V

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.

2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. N.Narayanasamy (2009), Participatory Rural Appraisal, Sage Publication.

SYLLABUS FOR B.BA FROM THE ACADEMIC YEAR 2015-2018

BBA I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:15BBAL11		Credits: 3

Nehf;fq;fs::

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpfh; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhp;fl;Yk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:15BBAL12	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week Credits: 6

Objectives:

1. To expose students to functional aspects of English language.
2. To give them proper perspectives of life, by introducing them to the works of eminent men.
3. To develop their reading skills through reading short stories.

Unit: I Prose

A Glory has Departed-Jawaharlal Nehru.
The Duty Of the Society to the Artist - E.M.Foster
Tree Speaks-C.Rajagopalachari.

Unit: II Poetry

Sonnet XVIII-William Shakespeare
The Good Morrow-John Donne
O Captain! My Captain-Walt Whitman

Unit: III SHORT STORIES

Games At Twilight-Anita Desai
The Gateman's Gift-R.k.Narayan.
The Open Window-H.H.Munro

Unit: IV GRAMMAR

Nouns, Pronouns, Articles, Prepositions, Verbs, Transitive and Intransitive verbs, Participles, Gerunds, Infinitives, Tenses, Active and Passive Voices.

Unit: V COMPOSITION

Writing letters
Note-Making
Precise Writing

Text Prescribed:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.

2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition.

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
Code: 15BBAC11		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – Meaning, Nature, Level of Management – Administration and Management – Schools of Management Thought – F.W. Taylor, Henry Fayol, Howthorne Experiments.

Unit II:

Planning – Meaning – Importance – Process of Planning – Types of plans – Single use and Repeat use plans – Forecasting – Techniques of forecasting – Decision making – Importance and process.

Unit III:

Organization – Meaning – Importance – Principles of Organization – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority –Merits and Demerits – Delegation – Barriers to delegation – Span of control – Committee – Merits and Drawbacks.

Unit IV:

Staffing – Recruitment, Selection, Training – Direction – Leadership – Importance – Qualities – Styles – Communication – Importance – Types – Barrier to Communication – Motivation – Importance – Intrinsic and extrinsic motivation.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

- 7) Harold Koontz, Heinz Weihrich 7th Ed 2007 - TATA McGraw HILL Essentials of Management – an international perspective

- 8) Harold Koontz, Heinz Wehrich, a Ramachandra Aryasri - TATA McGraw HILL – Principles of Management.
- 9) R N Gupta 2007 S.Chand- Principles of management.
- 10) By Cassidy kreitner - Cengage Learning Publisher International Books - Principles of Management – 2013.
- 11) By K. Natarajan & KP. Ganesan – Principles of Management. Himalaya Publication

BBA I Year	Core	Max Marks 100
Semester – 1	FUNDAMENTALS OF COMPUTERS	Int: 25 Ext: 75
Code: 15BBAC12		5 hrs week
		Credits: 4

Pvt, Ltd, - 2012

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – necessity of computers, computer generations – types of computers – functional computers and their interactions - input and output storage devices - application of computers

Unit II:

System software and application software – single user/multi-user operating system. DOS- features, Advantages – internal commands – files – directory – drive – setting - paths. External commands- Format, Disk copy, EXE and COM files.

Unit III:

System Requirements-Introduction to word processing-Starting MSWord, Customizing the Work Place-Types of views and styles, File management tools- Columns-Tables-Mail merge.

Unit IV:

Intoduction to spread sheet, Basic skills for working with spread sheet- Short cut minus – entering, editing, protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel-Graphs and charts.

Unit V:

What is a presentation-Creating and manipulating presentation- Enhance presentation, Inserting objects- Templates-Integrating with other software.

Reference Books:

- 1) C.S.V.Moorthy Ed 2012 – Himalaya Publishing Home– Fundamentals of Computers

- 2) Vishal Soni Ed 2012 – Himalaya Publishing Home – Fundamentals of Computers
- 3) P.Mohan Ed 2009 – Himalaya Publishing Home – Fundamentals of Computers
- 4) Vishal Soni Ed 2008 – Himalaya Publishing Home – Computer Application for Management
- 5) P.Mohan Ed 2011 – Himalaya Publishing Home – Computer Business Application

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Business Statistics	6 hrs week
Code: 15BBAA11		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I :

Definition – application of statistics in various fields. Collection of data – primary data and secondary data – framing a questionnaire – sampling – methods of sampling – classification – characteristics, objects, types - frequency distribution – tabulation – types – simple problems.

Unit II :

Diagrammatic presentation – types – line diagram. Bar diagram, pie diagram – graphic presentation – graphs of frequency distribution – histogram, frequency polygon, frequency curves, ogives – simple problems.

Unit III:

Measures of Central tendency – mean, median, mode - geometric mean, harmonic mean – quartiles, deciles – merits and demerits – problems. Measures of Dispersion – range – inter quartile range, mean deviation, standard deviation – combined mean – standard deviation – co-efficient of variation.

Unit IV:

Correlation & Regression - Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation – Rank Correlation – Concurrent Deviation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers – Laspeyre’s – Bowley’s – Fishers and Marshall Edgeworth – Time and Factor Reversal Test. Time series – Calculation of straight line and moving average trend – seasonal variations and seasonal index.

Text Book:

1.R.S.N. Pillai & V. Bhagavathi, Statistics, S. Chand & co., New Delhi, 2000

Reference Books:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics Anmol Publications Private limited New delhi, 2003
3. Jagroop Singh, Gurvinder Singh, Business Mathematics and Statistics, Kalyani Publishers, Chennai,2008.
4. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

BBA I Year	Non Major Elective	Max Marks 100 Int: 40 Ext: 60
Semester – 1	INTRODUCTION TO BUSINESS ADMINISTRATION	2 hrs week
Code:15BBAN11		Credits: 2

Objectives:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the staffing.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – definition – nature of business administration – principle. Planning – Definition – characteristic – importance – advantages – limitations – steps in planning.

Unit II:

Organising – definition – steps – importance – bases – function. Territory – customer – uses of staff – delegation of authority.

Unit III:

Staffing – definition – recruitment – sources. Selection – techniques – training – methods – performance appraisal – importance.

Unit IV:

Directing – definition – elements – orders. Motivation – importance. Leadership – style – importance. Communication – meaning – process – importance – barriers – ways to overcome.

Unit V:

Controlling – meaning – steps – qualities of good control system – benefits of controlling.

Text Book:

1. L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai, 2008

BBA I Year	Part I – TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:15BBAL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyf;j;jpd; mikg;G Kiwfs; etPd mYtyf;j;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltb;iffs; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;pl;l; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfs guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfs cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbtf; fl;Lg;ghL – tbtikg;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPl;L Kiwfs; ika;f Nfhg;gPl;L Kiw kw;Wk; gutyhf;fg;gl; Nfhg;gPl;L – Kiw fl;lfuhj;papd; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fis; Njh;e;njLg;g;fw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;j;spf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; **mYtyf Nkyhz;ik**; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 15BBAL22	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

Objectives:

1. To introduce them to a few classics in English poetry
2. To develop their writing skills.
3. To give ample practice in grammar.

Unit: I PROSE

1) The Gift of the Magi-O.Henry.

Discipline is the great teacher-John Holt.

My Visions for India-A.P.J.Abdul Kalam.

Unit: II Poetry

The Road Not Taken – Robert Frost

Coromandel Fishers – Sarojini Naidu

The Unknown Citizen – Wyatan Hugh Auden.

Unit: III SHORT STORIES

Some Words With a Mummy – Edgar Allan Poe

The Ant and The Grasshopper – W.Somerset Maugham

The Dying Detective – Sir Arthur Connan Doyle

Unit: IV GRAMMAR

Sentences - Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments, Transformation of Sentences: Interchange of Affirmative and Negative Sentences, Interchange of interrogative And Assertive, reported speech, phrasal verbs.

Unit: V COMPOSITION

Idioms

Expansion of proverbs

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	MANAGERIAL ECONOMICS	5 hrs week
Code: 15BBAC21		Credits: 4

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2000.

Reference Books:

1. R.L.Varshney – Sulthan chand & sons -19 th Edition- Managerial Economics .
2. By Kuldeep Gupta Raj Kumar - Business Economics UDH Publishers & Distributors (P) Ltd – 2013.
3. By Appannaiah, Reddy & Shanthi – Economics for Business - Himalaya Publication Pvt, Ltd, - 2013.
4. By Dr. K. Jothi Sivagnanam & Dr. R. Srinivasan (Author) - Business Economics.- McGraw Hill Education (India) Private Limited – 2010.
5. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai,

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	COMPUTER APPLICATION IN BUSINESS	5 hrs week
Code:15BBAC22		Credits: 4

Objectives:

1. To understand the basic concepts of database management system.
2. To introduce them with the popular concept like Internet and E-Commerce.
3. To create awareness on application of computers in different business perspectives.

Unit – I

Introduction to MS Access - Database – Creating Database – Overview of tables and queries – Creating Tables – Creating View – Creating Forms – Creating Reports.

Unit – II

Networking - single & multi – user systems – networking concepts – advantages – types of network, protocols. Data communication – need, E-mail, FTP, remote login, and serial & parallel data transfer.

Unit – III

Internet and its applications - history – advantages – World Wide Web - linking with internet – Internet in India.

Unit – IV

E-Commerce an overview – definition - E-business – potential benefits of E-commerce – the intranet and WWW enablers of E-commerce – Input of E-commerce Security – Organizational Topics – Implications for Accounting Profession.

Unit – V

Business Applications of Computers – payroll, personnel records – inventory control - Automated Teller Machine advantages - disadvantages - system safeguard etc., credit card – debit card - Personal Identifications number(PIN) Corporate Banking.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

- 1) C.S.V.Moorthy Ed 2012 – Himalaya Publishing Home– Fundamentals of Computers
- 2) Vishal Soni Ed 2012 – Himalaya Publishing Home – Fundamentals of Computers
- 3) P.Mohan Ed 2009 – Himalaya Publishing Home – Fundamentals of Computers
- 4) Vishal Soni Ed 2008 – Himalaya Publishing Home – Computer Application for Management
- 5) P.Mohan Ed 2011 – Himalaya Publishing Home – Computer Business Application

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	BUSINESS MATHEMATICS	6 hrs week
Code: 15BBAA21		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the Commercial Arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Association of Attributes-Introduction-Different between correlation and Association – Methods of studying Association –Proportion method-Yule’s co-efficient method-Association of Three Attributes.

Unit III:

Commercial Arithmetic – Interest – Simple - Compound - normal rate – effective rate – depreciation – present value – discounting of bills – face value of bills – banker’s discount – banker’s gain – normal due date – legal due date - calculation of period for banker’s discount and true discount .

Unit IV:

Differentiation – formulate – application of derivative – marginal cost – marginal revenue – elasticity – maxima and minima conditions – problems.

Unit V:

Matrices – definition and notation – addition of matrices – multiplication of matrices – matrix inversion – solving a system of linear equations (Matrix of order up to 3 X 3) using matrix inversion – rank of a matrix – testing consistency of linear equations.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

BBA I Year	Non Major Elective	Max Marks 100 Int: 40 Ext: 60
Semester – 2	ENTREPRENEURIAL DEVELOPMENT	2 hrs week
Code:15BBAN21		Credits: 2

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Entrepreneurship – meaning – definition – entrepreneurs – definitions – role – qualities of an entrepreneur - Women entrepreneur – problem.

Unit II:

Product and characteristics – types of products – consumer vs industrial – durable vs non-durable – intermediate – engineering vs non-engineering – demand based – technology based products.

Unit III:

Criterion for product selection – availability of market – technology – finance – raw material – skilled labour – water – power – transport – special licenses – infrastructural facilities .

Unit IV:

Analysis for project – market analysis – technical analysis and financial analysis.

Unit V:

Report writing – format of report – institutional arrangements for entrepreneurs – TICC – SIDCO – DIC – credit facilities from banks.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Hisrich and Peters – Irwin- Entrepreneurship - Starting, Developing, and Management a new Enterprise
2. Prasama Chandra, Projects – ‘Planning, Analysis, Selection, Implementation and Reviews’, Tata McGraw-Hill Publishing Company Limited 1996.
3. P. Pednekar Entrepreneurship 2012
4. S.Taneja Entrepreneurship Development 2012
5. Vasanth Desai Theories of Entrepreneurship 2011

BBA II Year	Core	Max Marks 100
Semester – 3	PRINCIPLES OF ACCOUNTING	Int: 25 Ext: 75
Code:15BBAC31		6 hrs week
		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, average due date and account current and to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Petty Cash book – Cash book – Trial Balance.

Unit II:

Rectification of Errors – Bank Reconciliation Statement – Accounting for bills of errors – Bank Reconciliation Statement – Accounting for bills of exchange.

Unit III:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern – Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit IV:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet.

Unit V:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Text Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Financial Accounting, Pass Publication, Madurai, 2007.

BBA II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	BANKING THEORY LAW AND PRACTICE	6 hrs week
Code:15BBAC32		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Cheques – Crossing – Meaning – Definitions – kinds of crossing - Endorsement – Meaning – Definition – Types – Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence

Unit IV:

Bank lending – Principles of sound lending - Secured Vs Unsecured advances – Types of advances – Advances against various securities.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

- 1.K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2009
2. Kamatam Srinivas, Merger and Acquisition in Indian Banking Sector, Himalaya Publishing Home, 2011
3. V.A.Avadhani, Fundamentals on Money and Banking, Himalaya publishing Home, 2009
4. P.K.Khanna, Management of Banks, Himalaya Publishing Home, 2012

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCE MANAGEMENT	5 hrs week
Code:15BBAC33		Credits: 4

Objectives

1. To understand the meaning and concept of Human resource management.
2. To understand the role of human resource management in real situation.
3. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- a. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. K. Aswathappa 4th Ed 2005 TMH - Human Resource and Personnel Management (Text & Cases)
5. Biswajee&Pattannayak 2nd 2003 PHI Human Resource Management
6. R.V BADI , Human resource management - 2011
7. K.K.Chaudhary , Human resource management principles and practice - 2013
8. Human resource management text and cases – 2010

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC MANAGEMENT	2 hrs week
Code:15BBAS33		Credits: 2

OBJECTIVES:

1. To understand the basic concept of Strategic management.
2. To identify the situations in Strategic management.
3. To familiarize with the basic Principles, Policies of Strategic implementation

Unit – I

Strategic Management : An Introduction:- Strategy/ Strategic Management; Definitions; Levels of Strategy; Core of competence – Approaches to strategy Making; Roles of different strategies; Strategic Management Process; Benefits and Relevance of Strategic Management; Limitation – Principles of Good Strategy – Strategic Management in India.

Unit – II

Mission, Objectives and Social Responsibilities :- Mission – Elements of Mission statement; Mission and Strategy- Objectives, Goals and Targets; Factors affecting objectives; Top-down and Bottom-up Approaches; Social Responsibility of Business - Social Audit.

Unit – III

SWOT Analysis and strategy formulation:- SWOT Analysis; Techniques for Environmental Analysis; Relating SW and OT; TOWS Matrix

Unit –IV

Strategy Implementation:- Steps in strategy Implementation – Leadership implementation; communicating the strategy; annual objectives; Functional Strategies; Resource allocation; development of policies; organizational implementation; evaluation and control; approaches to strategy implementation.

Unit – V

Strategy and Structure:- Strategy structure Relationship – Organisation – Principles and Types; Strategic control – premise control; implementation control; Strategic Surveillance; Special alert Control – Business portfolio Analysis – Trends in portfolio strategy.

Reference Book:

6. Charles W.L.Hill & Gareth R.Jones – ‘Strategic Management Theory, An Integrated approach’ – Houghton Mifflin Company, Princeton New Jersey, All India Publisher and Distributors, Chennai, 1998.
7. R.Nanjudeiah -Strategic planning and business policy -2003 – Himalaya Publishing house Pvt ltd
8. P.Subba Rao – business policy & strategic management - 2011- Himalaya Publishing house Pvt ltd
9. R.M.Srivastava – management policy & strategic management -2015 Himalaya Publishing house Pvt ltd
10. V.S.Mangnalie , KB.Ramanando –strategic management & global challenges -2012, Himalaya Publishing house Pvt ltd

BBA II Year	Skill Based	Max Marks 100
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		Int: 40 Ext: 60
Semester – 3	COMMUNICATIVE SKILLS	2 hrs week
Code:15BBAS31		Credits: 2

Objective:

1. To enable them to develop skills in spoken English
2. To ignite interest in the listeners to speak English
3. To develop them in oral communication through constant practice

Unit I:

Pronunciation of words – Referring to the dictionary for the correct pronunciation. Basic knowledge of phonetic symbols and sounds peculiar to English language.

Unit II:

communication – Process - Importance – Barriers - Oral communication skills – Answering for meetings. Seminars. Conferences.

Unit III:

Dialogue between the students for different situations including telephone conversation- correction by the master. Students to choose a topic from the available topics and record them – Master to correct grammar, pronunciation, stress and intonation.

Unit IV:

To learn new words from the programs, speaking sentences using the words. Exercise in word making – Antonyms – Prefixes and suffixes – To solve crossword puzzles which are part of the programme.

Unit V:

Nonverbal communication skills – Postures ,Gestures.

Books and Audio – visual aids recommended

4. D.K.Tripati, Team Building and Leadership – 2011
5. M.S.Beg, Introduction to creative Writing – 2013
6. M.N.Rudra Basava Raj, Executive Development in India and Abroad – 2011

BBA II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	INFORMATION MANAGEMENT	2 hrs week
Code:15BBAS32		Credits: 2

OBJECTIVES:

1. To know the various aspects of management information system
2. To understand the concepts of data base management system
3. To understand the use of management information system in the functional areas management.

Unit-I

Concepts of Information – definition – historical development – communication model – mathematical – definition of information – redundancy - technical dimensions - data life cycle - value of information - in decision making and other situations

Unit-II

Data Processing – definition – evolution – needs – functions – systems – costs - transaction – data storage and Retrieval. Database – definition – characteristics - functions – advantages - providers – users - logical data concepts - data storage - types. Data base structures - file and data base organization.

Unit-III

Information system – concepts – definition – elements – characteristics - classification of system - System modeling – definition – benefits – classification – function and structure based - time referenced and uncertainty based. System Security – definition – characteristics - Layers of system security - types of security exposure.

Unit-IV

Structure of Management Information System - functions - steps in MIS design - gross and detailed design – structure - classical - activity - function and location - Client Based Structure. Issues in MIS structure – formal Vs informal. User machine interaction and extent of integration.

Unit-V

Information Based Support Systems – planning – control – decision making. Support system for knowledge management - functional areas of management - information systems for HRM, Financial Management, Marketing Management, Operations Management

Text Book:

1. Gordon B. Davis. Margrethe H.Olson. Management Information Systems, Tata McGraw Hill Publishing Company Ltd. New Delhi, 2007.

Reference Books

- 6) Robert G. Murdick, Jocl. E. Ross.James R. Claggett -3rd Edition PHI publications- Information System for Modern Management
- 7) Kroenke & Hatch. 3rd Edition Mc.Graw Hill Publications- Management Information System
- 8) P.Mohan, Management Information System – 2012
- 9) Kamat and Zaveri, Management Information System – 2011
- 10) D.Sharma, Information Technology for Business – 2010

BBA II Year	Allied	Max Marks 100 Int: 40 Ext: 60
Semester – 3	WORKING CAPITAL MANAGEMENT	6 hrs week
Code:15BBAA31		Credits: 5

OBJECTIVES:

1. To enable the students to understand the concept of working capital management
2. To identify the factors of working capital management in India
3. To know the techniques and policies of working capital management

UNIT I

Introduction – nature of working capital – planning of working capital – management of working capital in India – problem aspects (simple problems only).

UNIT II

Management of cash and marketable securities – introduction – motives for holding cash – objectives of cash management- factors determining cash needs – strategies and Techniques of cash management – problem aspects (simple problems only)

UNIT III

Receivables management – Introduction - Objectives –Credit policies – credit terms – Collection policies – problem aspects (Simple problems only)

UNIT IV

Inventory Management – Introduction – objectives – Benefits – Techniques – EOQ Model – Problem aspects (Simple Problems only)

UNIT V

Working capital financing – Introduction – Trade credit – Bank credit – Commercial Papers – Certificate of deposits(CDs) – Factoring – Definition and mechanism- Problem aspects (simple problems only)

References:

6. Khan & Jain, 2nd Ed, TMH, Financial Management
7. Prasanna Chandra, 6th Ed, TMH, Financial Management
8. P.Periyasamy, Working Capital Management – 2013
9. Khan and Goyal, Capital and Money Market – 2011
10. D.Sharma, Working Capital Management – 2010

BBA II Year	Core Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PRINCIPLES OF COST ACCOUNTING	6 hrs week
Code:15BBAC41		Credits: 4

Objectives:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Cost accounting – meaning – objectives – importance – advantages – cost accounting vs .financial accounting – cost accounting Vs. Management accounting – classification and elements of cost – components of total cost preparation of cost sheet

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials – labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit III:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit IV:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss
– Equivalent production.

Unit V:

Reconciliation of cost and financial accounting – meaning - need for reconciliation – procedure of reconciliation.

Text Book:

S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai,2008.

Reference Books:

- 1) S.P.Jain and K.L.Narang, 2011, Kalyani, Publishers -Cost Accounting Practice and Theory
- 2) Richard M. Lynch, 2010, Tata McGraw Hill- Accounting for Management
- 3) By Dr.Meena Gayol - Accounting for Managers - Publisher: Wiley India Private Limited - 2013
- 4) By J. Madegowda – Accounting for Managers – Himalaya Publication Pvt, Ltd, - 2012.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code:15BBAC42		Credits: 4

Objective

1. To develop an understanding of interpersonal and organizational dynamics.
2. To develop the personality of an individual
3. To understand the emerging issues in organizational dynamics environment

Unit I:

Organizational Behaviour – definition – nature – key elements – distinctions – approaches.
Foundation of human behaviour – challenges.

Unit II:

Individual dimensions of OB – definition - determinants – personality theories – types.
Learning – theories – process – behaviour modification – attitude – perception

Unit III:

Group dynamics in organization – meaning – types – behaviour – cohesiveness – decision making – group development – stages

Unit IV:

Organizational culture – creation – sustaining – organization change process – causes of resistance to change – overcoming resistance to change

Unit V:

Organizational development – meaning – definitions – characteristics – process – methods – interventions – change agent

Reference Books:

6. Stephen.P Robbins 2005 Ed PHI - Organization Behaviour.
7. **By Stephen P. Robbins Timothy A. Judge** - Organizational Behavior Pearson Education – 2012.
8. **By K. Aswathappa** Himalaya Publishing House Pvt. Ltd. (10th Edition) - Organizational Behavior – 2013.
9. By Mohini Sukhapure & Uday N. Limaye – Organizational Behaviour – Himalaya Publishing House Pvt.Ltd. - 2010.

BBA II Year	Core	Max Marks 100
Semester – 4	ENVIRONMENT OF BUSINESS	Int: 25 Ext: 75
Code:15BBAC43		5 hrs week
		Credits: 4

Objectives:

1. To provide the basic knowledge about the business environment
2. To provide a foundation to understand the subjects like business policy.
3. To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy1991-Evaluation of New Economic Policy- Privatization – nature – objectives- Public Sectors in India – growth – achievements – failures.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC’s – merits and demerits of MNC’s. Regulation globalization - challenges of globalization to Indian industry – WTO.

Text Book:

1. Francis Cherunilam, Business Environment Himalaya Publication House, New Delhi, 2008.

Reference Books:

5. Francis B Cherunilam ,Himalaya Publishing House 2011- Business Environment and Policy
6. By P. Leelakrishnan – Environmental Laws in India. - LexisNexis India -2010.
7. By Richard Schaffer, Beverley Earle, Filiberto Agusti- International Business Law and its Environment. Thomson/South-Western, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
Code:15BBAC44		Credits: 4

Objectives:

1. To enable the students to understand the concept of retail management
2. To enable the students to understand the various retail organizations
3. To develop the skills to understand the distribution channel in retail management

Unit I:

Retailing – meaning – evaluation – retailer in the distribution channel – retailer – functions – benefits – retailer scenario - current and future.

Unit II:

Retailing environment – economic – political – legal – technological – global competitive environment – type of competition frame work for analyzing competition

Unit III:

Retail organization and Formats – store based and non store based formats – generalist – specialist retailer – service retailing.

Unit IV:

Store management – role of store manager in store merchandising – item space allocation – arrangement self service – factor in self service – check out operations – check out system and productivity.

Unit V:

Understanding conception and consumer – changing consumer demographic – life style changes – shopping behaviour – retail and outlet choice – legal and ethical issues in retailing – retailing – Indian experience

Text Book:

1. Barry Berman and Joel R. Evans, Retail Management, PHI Publication, New Delhi, 2005.

Reference Books:

6. Swapna Pradhan 2007 TMH – Retail Management
7. A.Mustaffa, Retail Management – 2011
8. Banumathi & Jayalakshmi, Retail Marketing – 2010
9. D.P.Sharma, E-Retailing: Principles and Practice – 2010
10. Sheikh and Fatima, Retail Management – 2011

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL DEVELOPMENT	6 hrs week
Code:15BBAA41		Credits: 5

OBJECTIVES:

1. To enable the students to know the basic concept of organization development
2. To understand the dimensions of organization development.
3. To acquaint them with the concepts of organization culture and climate

Unit – I

Organisation – Meaning – Nature – Objectives – Organisations and Change – Nature of Organisational Development – History of Organization Development – Dimensions of OD – Values of OD.

Unit – II

Organizational Development Process:- Systems Approach to Organizational Development – Process of Organizational Development – perceptions of OD – Operational components- Organisational life cycle

Unit – III

Organizational Development Interventions:- Organisational Development interventions – Nature and Type – Perspectives in OD Interventions – organization development Interventions – Managerial Grid Programme – Team Building – Life and Career planning interventions – Structure interventions.

Unit – IV

Organisational climate:- Organisational climate- Meaning - Features – Elements – Organisational culture – Meaning – Features – Impact- Significance of Organisational climate and culture – Organisational values and norms – Building Sound Organisational Climate and morale.

Unit – V

OD Strategies:- OD Strategies at work –Critical Evaluation – Conditions and Techniques for successful OD Effects – Future Prospects.

Reference Book:

6. Wendell L.French and Cecil Bell- 2006- T.M H- Organization Development
7. Thomas G. cummis- 2001- Thomson south western- Organisational development and change
8. S. Ramnarayan, TV.Rao and Kuldeep singh 1998- response book – Organizational development
9. Arun Shekri, Organizational Theory Structure and Design – 2015
10. Ramakanta Patra, Strategic HRM and Organizational Development – 2011

BBA II Year	Skill Based	Max Marks 100
Semester – 4	GENERAL KNOWLEDGE	Int:40 Ext: 60
Code:15BBAS41		2 hrs week
		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

6. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
7. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
8. Sura's year book, Published by Sura College of competition, Chennai.
9. Manorama year book, 2008 onwards
10. General knowledge, Published by Madurai Kamaraj University

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	PRODUCTION MANAGEMENT	5 hrs week
Code:15BBAC51		Credits: 4

Objectives

1. To understand the basic concept of production management.
2. To identify the situations under which different flow of production is justified.
3. To familiarize with the basic types of plant layouts and the factors to be considered for designing layout.

Unit – I

Production management – meaning - definition – scope – importance – objective - basic manufacturing process

Unit – II

Plant location – factors affecting plant location – multi plant location decision. Plant layout – principles – methods – types – product – process and combination layout

Unit – III

Plant maintenance – organization for maintenance – types of maintenance – safety engineering – good house keeping

Unit – IV

Production systems – continuous – intermittent – mass flow production – batch and job order production.

Unit – V

Production planning and control – objectives and functions – steps – techniques – work study – method study and work measurement.

Text Book:

Dr. P. C. Sekar, R. Ponraj, and S. Saravanan, Production Management, Enpee Publications, Madurai.

Reference Books:

1. Nigel Slack , Alistair Brandon-Jones, Operations management, My OM LAB, 2015
2. **Roberta S. Russell** (Author), **Bernard W. Taylor III**, Operations Management: Creating Value along the Supply Chain, 7th Edition, 2010

BBA III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	FINANCIAL MANAGEMENT	5 hrs week
Code:15BBAC52		Credits: 4

Objectives:

1. To enable the students to understand the concept of financial management
2. To enable the students to understand the various source of finance
3. To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: definition meaning –finance function-financial Management: definition & meaning-functions of financial management –objectives of financial management –role of a finance manager –time value of money-Indian financial system

Unit II:

Source of Finance: Long-term source of finance – borrowings from lending institution – short term financing through money market-gilt funds – international source of financial management.

Unit III:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques. Capital structure: meaning& definition-optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit IV:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements – management of cash – determination of optimum cash balance – Inventory Management.

Text Books:

1. Eugene F. Brigham and Michael C. Ehrhardt, Financial Management: Theory & Practice,2013

Reference Books:

1. Raymond M. Brooks, Financial Management: Core Concepts, 2nd Edition, Amazon, 2012
2. Eugene F. Brigham and Joel F. Houston, Fundamentals of Financial Management, Concise Edition, Amazon,2015.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	BUSINESS LAW	5 hrs week
Code:15BBAC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. **CA (Dr.) P.C Tulsian , C.A Bharat Tulsian**, Business Laws, Sultan – Chand,2015

Reference Books:

1. **CA (Dr.) P.C Tulsian , C.A Bharat Tulsian** , Business Laws, Sultan – Chand, 2015
2. Henry R.Chessman, Business law, Amazon,2012

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INTRODUCTION TO RESEARCH METHODOLOGY	5 hrs week
Code:15BBAC54		Credits: 4

Objectives:

- 1) To enable the students to understand the techniques in research methods.
- 2) To enable the students to understand the applications of research.
- 3) To develop them in preparation of research report

Unit I:

Research Methodology – introduction – meaning – objectives – types – significance – scope of business research – qualities of good research – application of research – marketing – finance – personnel.

Unit II:

Steps in research – identification – selection and formulation of research problems – research design – formulation of hypothesis – review of literature.

Unit III:

Sampling techniques – types – steps – sampling and non sampling errors – Collection of data – primary data – interview – questionnaire – observation – pilot study – check list – pretest – Secondary data

Unit IV:

Processing and analysis of data – Checking – editing – coding – transcription tabulation - hypothesis function – importance –types – characteristics

Unit V:

Interpretation and report writing – types – contents of report – steps in drafting – use of library and internet in research.

Text Books:

1. Kothari, Research Methodology Methods & Techniques, Wiley Easter Ltd Publications.

Referance Books:

1. Ranjit Kumar, Research Methodology, Research Methodology: A Step-by-Step Guide for Beginners, Sultan Chand, 2015
2. Peer Mohammed, Research Methodology, Pass publications, 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INVESTMENT MANAGEMENT	6 hrs week
Code: 15BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of Investment Management
- 2) To familiarize with the Financial Markets
- 3) To enhance the students to understand listing of securities

Unit I:

Investment - meaning – definition – nature – need – investment environment – scope – speculation – gambling - investment principles - investment process-risks of investment-measurement of risk.

Unit II:

Financial markets – Growth of financial institutions-legislative measures-new developments-kind of financial markets-new trends of the financial market

Unit III:

Securities markets - New issue market - organization structure of NIM - function of NIM-mechanics of floating new issue-secondary stock market - definition of stock exchange-function of stock exchange.

Unit IV:

Listing of securities - scope – objectives of listing – guidelines for listing of securities – advantages of listing – disadvantages of listing

Unit V:

Stock Brokers and Investors - Functions of a Brokerage Firm – Limitations – Brokerage Information – Kinds of Brokers – Kinds of Security Buyers / Investors

Text Book:

1. Project Management Institute, The Standard for Portfolio Management, Global Standard, 2013

Reference Books:

1. Prithi Sing, Investment Management, Sultan Chand, New Delhi, 2010.
2. Project Management Institute, The Standard for Portfolio Management, Global Standard, 2013

BBA III Year	Skill Based Subject	Max Marks 100 Int: 40 Ext: 60
Semester – 5	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week
Code:15BBAS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2010

Reference Book:

1. Vaibhav Chawadre, Tally ERP 9: Assignment Book, Kindle Edition, 2015

BBA III Year	Core	Maximum Marks
Semester – 6		100
Code:15BBAC61	MARKETING MANAGEMENT	Int: 25 Ext: 75
		5 hrs week
		Credit: 4

OBJECTIVES:

1. To enable the students to understand the modern concept of marketing.
2. To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
3. To familiarize with physical distribution system.

Unit I:

Marketing – Definition – Nature – Scope – Functions – Role of Marketing – Marketing Management – Definition – Role of Marketing Management – Types of Consumers – Consumer Behaviour Model.

Unit II:

Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing and internet marketing.

Unit V:

Advertising – Objectives – Types – Benefits – Criticism against advertising – Advertising as a process of communication – Media selection.

Text Book:

1. Philip Kotler and Kevin Lane Keller, Marketing Management (15th Edition), Pearson education, 2011.

Reference Books:

1. Philip Kotler and Kevin Lane Keller, Marketing Management (15th Edition), Pearson education, 2011.

2. Greg Marshall and Mark Johnston, Marketing Management, Mc Graw Hill, 2015.

BBA III Year	Core	Max Marks 100
Semester – 6	MANAGEMENT ACCOUNTING	Int: 25 Ext: 75
Code:15BBAC62		5 hrs week
		Credits: 4

Objectives:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs. financial accounting – management accounting Vs. cost accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements ,comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation –
Managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget
– Budgetary control – advantages – Limitation - Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1. Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Trichy, 2008.

Reference Books:

1. T.S.Reddy & Y. Hari Prasad Reddy, Management Accounting and Financial Control, S. Viswanathan Publishers Pvt. Ltd., 2010.
2. Jae Shim and Joel Siegel, Management accounting, Schaums, 2011

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INDUSTRIAL LAW	5 hrs week
Code:15BBAC63		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the Workman’s Compensation Act, 1923 and its recent amendments
3. To learn about the Payment of Gratuity Act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees’ Sate Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2010.

Reference Books:

- 1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2010.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	OPERATIONS RESEARCH	6 hrs week
Code:15BBAE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I:

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II:

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III:

Transportation – Assignment – Unbalanced Degeneracy – Maximization of profits – Transportation Vs Assignment.

Unit IV:

Queuing theory – Introduction – Definitions – Meaning Elements – Single channel model – M/MI – FCFS/ infinite Model only.

Unit V:

Network analysis – PERT – CPM – Objectives – Advantages – Limitations – Similarities and Dissimilarities (Excluding crash cost method)

Text Books:

1. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

Reference Books:

2. By K. Karunakaran & B.M. Aggarwal - Quantitative Methods –I - Himalaya Publication Pvt, Ltd, - 2013.
3. By Paolo Brandimarte – John wiley & Sons, Canada – Quantitative Methods an Introduction for Business Management. – 2011.
4. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	ADVERTISEMENT AND SALES MANAGEMENT	5 hrs week
Code:15BBAE61		Credits: 4

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. Pingali Venugopal, Sales and distribution management, Sage publications, 2010

Reference Books:

1. Thomas N Ingram and Raymond W. LaForge, Sales Management: Analysis and Decision Making, 2015
2. Pingali Venugopal, Sales and distribution management, Sage publications, 2010

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	SERVICES MARKETING	6 hrs week
Code:15BBAE63		Credits: 5

Objectives:

- 1) To understand the nature of service marketing
- 2) To familiarize with the management of service marketing
- 3) To identify the marketing strategy to be adopted in service organization.

Unit-I

Services marketing – definition – types – natures – characteristics – difference between services and products- Services marketing management- Management demand & Supply

Unit-II

Service marketing mix – meaning – definitions – service product pricing – promotion – meaning – definitions – place in service – people in service

Unit-III

Physical Evidence - marketing strategy in services

Unit-IV

Managing Services Quality - marketing of services - bank marketing – tourism marketing - hospital marketing – airline marketing

Unit-V

Implementation of Service Marketing – factors for successful implementation, causes of implementation – project management Usage of Computers in MIS - role of computers in functional information system- functional areas – the internet and business - business opportunities on internet – security – types of electronic commerce - activities.

Text Book:

1. Vasanthi Venugopal & Raghu V.H, Service Marketing, Himalaya Publishing House, New Delhi.

Reference Books

1. Dr.T.Dhanalakshmi, Services Marketing, Kalyani publishers, 2012.
2. Steve Baron, Services Marketing, Sage Publication, 2010

BBA III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 6	Personality Development	2 hrs week
Code:15BBAS61		Credits: 2

Objectives

1. To understand the human behaviour
2. To understand the factors influencing the behaviour modification of an individual.
3. To acquaint them with the various concepts of behavioural process.

Unit – I

Individual Behaviour – understanding human behaviour – factors influencing individual behaviour - model of man

Unit – II

Learning and Behaviour Modification – definition – nature – theories of learning – shaping behaviour reinforcement and its kinds – use of reinforcement – Team Development - definition, characteristics of effective Team, Importance – Types – Techniques used in Building team performance.

Unit – III

Perception – definition – nature – importance – process - factors influence the perceptual set – perceptual selection – organizing – distortion – relevance of perception.

Unit – IV

Attitude - meaning and definition – nature – components - attitudes in relation to opinion - sources – types – functions – measurement of attitude – barriers.

Unit – V

Personality – introduction – definition - personality dimension - determinations of personality - types of personality - theories of personality

Text Book:

1. Dr. P. C. Sekar, Individual Development, Enpee Publications, Madurai.

Reference Books:

1. Shashi. K. Gupta, Organizational Behaviour, Kalyani Publishers Ludhiana, New Delhi, 2004
2. R. Matchakalai, L. Saraswathi, Personality Development, Annai Publications, Madurai.
3. You can win – Shiva Khera, Macmillan India Ltd, New Delhi, Ed 2002

SYLLABUS FOR B.COM(CA) FROM THE ACADEMIC YEAR 2015-2018

B.Com(CA) Year	Part I –Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:15BCOMCL11		Credits: 3

Nehf;fq;fs;:

1. khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpfh; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhp;fl;Yk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code: 15BCOMCL12	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 4) To expose students to functional aspects of English language.
- 5) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 6) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 2) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

3. Astrologers Day
4. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

- 6) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 7) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 8) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 9) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	Financial Accounting – I	5 hrs week
Code:15BCOMCC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Fundamentals of Computers &	5 hrs week

Code:15BCOMCC12	C Programming	Credits: 4
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OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – Necessity of computers, Computer generations, Types of computers - Functional Computers and their interactions, Input and Output storage devices - Application of computers

Unit II:

System Requirements-Introduction to word processing-Starting MS Word, Customizing the Work Place-Types of views and styles, Columns-Tables-Mail merges. Introduction to spread sheet, Basic skills for working with spread sheet editing, protecting spread sheets- Moving, Deleting, Copying cells..

Unit III:

Overview of C – Constants, variable and data types – Operators and expressions – managing input and output operators

Unit IV:

Decision making with if statement – else if, ladder, switch statement - ? Operator – while statement, do statement, for statement. Arrays one dimensional – two dimensional and multidimensional arrays.

Unit V:

Handling of character strings – user defined functions – recursion – functions with arrays pointer declaring and initializing pointers – pointer expressions – pointer and arrays – pointer and functions
Structures – Structure definition.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (CA) I Year	Allied Subject	Max Marks 100
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		Int: 25 Ext: 75
Semester – 1	Programming in C Lab	6 hrs week
Code:15BCOMCA11		Credits: 5

OBJECTIVES:

1. To enable the students to understand the basic program in C.
2. To enrich students to do different business, mathematical problems.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
15. To solve Quadratic Equation-Switch
15. To perform binary search using Function
16. To find NCR and NPR Values using function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int:40 Ext: 60
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Semester – 1	Introduction to Accounting	2 hrs week
Code: 15BCOMCN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com(CA) I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:15BCOMCL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyf;j;Jpd; mikg;G Kiwfs; etPd mYtyf;j;Jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltb;iffs; gzpNghf;F xg;gil;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;Jpl;l; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mik;j;y; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbtf; fl;Lg;ghL – tbtik;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;r;q;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPl;L Kiwfs; ika;f Nfhg;gPl;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPl;L – Kiw fl;lfuhjppad; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; **mYtyf Nkyhz;ik**; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 15BCOMCL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

OBJECTIVES:

- 4) To introduce them to a few classics in English poetry
- 5) To develop their writing skills.
- 6) To give ample practice in grammar.

UNIT: I PROSE

- 2) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

1. Refund-Fitz Karinthy
2. How much land does a man need - Leo Tolstoy

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (CA) I Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Financial Accounting - II	5 hrs week
Code: 15BCOMCC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to consignment and joint venture.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (CA) I Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Visual Basic Theory	5 hrs week
Code: 15BCOMC22		Credits: 4

OBJECTIVES:

1. To enable the students to acquaint knowledge on project tools.
2. To enable the students to understand the list of arrays
3. To acquaint them with the concept of visual basic.

Unit I :

Starting a new project – The Properties of Window – Common form Properties – Scale Properties –Color properties. Types creating stand alone windows programs. Properties of command buttons – simple event procedure for command buttons. Navigation between controls – msg boxes the grid – The ASCII.

Unit II :

Statements in VB – Variables – Setting properties with code – data types – working with variables – The format function - picture boxes – rich text boxes – the printer object – determine loops – making decisions – select case – nested if – then 's the GOTO – string – functions.

Unit III:

Functions procedure – sub procedures – Advanced uses of procedures and functions – using the object browser to Navigation among your sub programs. List : Arrays – more than one dimension arrays – using lists and arrays with function and procedures.

Unit IV:

The with statement – Enums – control array - List and combo boxes – the flex grid control . Code Modules :

Unit V

Global procedures – The Do events function and sub main – Accessing windows functions – Error trapping - creating and object in VB.

Text Book:

1. Paul Sheriff, Visual Basic, PHI Publishers, New Delhi, 1999.

Reference Books:

1. Gray Cornell, Visual basic 6.0 from the Ground Up –, Tata McGraw, New Delhi, 2000.
2. Peter Norton & Michel Groh, Guide to VB 6.0, Techmedia , New Delhi, 1998.
3. Evengelus Petrontsons, Mastering VB 6.0, BPB Publishers, New Delhi, 2000.

B.Com (CA) I Year	Allied	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	Visual Basic Lab	6 hrs week
Code: 15BCOMCA21		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint the Practical knowledge on project tools.
2. To enable the students to understand the list of arrays in VB programs
3. To acquaint them with the concept of visual basic

Write the program

- 1) Objective type Questionnaire
- 2) Arithmetic calculator
- 3) Design a clock
- 4) Design a calculator
- 5) Menu creation – with simple file and edit option.
- 6) Designing a color mixer using basic colors.
- 7) Picture Animation
- 8) Sequential file writing and reading
- 9) Viewing records using data control
- 10) Adding records to database using data control

B.Com (CA) I Year	Non – Major Elective	Max Marks
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		100 Int: 40 Ext: 60
Semester – 2	Introduction to Cost Accounting	2 hrs week
Code: 15BCOMCN23		Credits: 2

Objectives

- To enable the students to understand the costing and cost accounting
- To understand the concept and types of cost
- To develop skills in different methods of costing

Unit –I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

Unit – II

Material – Material issue procedure – pricing of materials.

Unit – III

Labour – Methods of remunerating labour.

Unit – IV

Overhead – Allocation and apportionment of Over head to cost centers.

Unit – V

Methods of costing – job costing – contract costing

Text book:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Partnership Accounting	6 hrs week
Code:15BCOMCC31		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the basic principles of partnership accounts
- 2) To enable the students to understand the procedure of partnership accounts
- 3) To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit I:

Partnership – definition – provisions relating to partnership accounting – Fixed and fluctuating Capitals - appropriation of profits – past adjustments – guarantees – Admission of partners – goodwill – revaluation of assets & liabilities – accumulated profit and losers and reserve.

Unit II:

Retirement of partners – transfer of balances due to retired partner – purchase of retiring partners share by the remaining partners – Death of a partner – Treatment of joint life policy – settlement of amount due to legal representatives.

Unit III:

Amalgamation of partnership firms – Sale to a Company

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++	5 hrs week
Code: 15BCOMCC32		Credits: 4

OBJECTIVES:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) TO enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Unit I:

Object – Oriented Programming – Introduction - benefit – Application – Beginning with C++
Tokens – expressions and control structures.

Unit II:

Functions in C++ - Classes and Objects – constructors and destructors

Unit III:

Operator over loading and data type conversions – Inheritance – Extending classes – pointers
– Virtual
functions and – polymorphism.

Unit IV:

Managing console I/O operations – working with files – templates.

Unit V:

Exception handling – Introduction – Introduction to the standard template library –
manipulating
Strings

Text Book:

1. E. Bala gurusawamy, Object Oriented Programming in C++, Tata McGraw, New Delhi, 2005.

Reference Book:

1. Yaswath Kanetkar, Let Us C++, Tata McGraw Hill, New Delhi, 2005.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Object Oriented Programming in C++ Lab	6 hrs week
Code: 15BCOMCC33		Credits: 5

Objectives:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) To enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Write the Programme to find

- 1) Find the Fibonacci Series
- 2) Whether a given number is odd or even.
- 3) Print odd numbers between 1 to N.
- 4) Convert integer in the range 1 to 100 in words.
- 5) Arrange a set of numbers in ascending and descending order.
- 6) Write a program to compare two files and printing the character position where they are equal where they are differ.
- 7) Write a program to create any two related files and merging the fields.
- 8) Write a program in payroll using structures.
- 9) Write a program in storage management system using pointers.

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	Business Statistics	6 hrs week
Code: 15BCOMCA31		Credits: 5

OBJECTIVES:

- 1) To help the students to conduct a statistical investigation
- 2) To apply statistical tools for analysis of data
- 3) To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int:40 Ext: 60
Semester – 3	E – Commerce	2 hrs week
Code: 15BCOMCS31		Credits: 2

Objectives:

- 1) To enable the students to understand Import and Export Procedure
- 2) To enable the students to understand the Import and Export Documentations
- 3) To enable the students to Packing and Marketing

Unit I

Electronic Commerce Framework – anatomy of E-Com Application – organization application – consumer application – internet technology

Unit II

WWW as architecture - consumer oriented applications – mercantile process models – types of electronic payment system.

Unit III

Document library – types of digital documents – issues begin document infrastructure – corporate data warehouse

Unit IV

Advertising on internet – chatting the online marketing process – E-Com catalogs – information filtering

Unit V

Computer based education and training – digital copy rights – tele script agent language – scale – tel – applets – software agent in action

Text Book:

1. Vijayalakshmi sundaram, E-Commerce, Meenakshi Pathipagam, Madurai, 2005.

Reference Books:

1. Ravikala kota and Andrew whiston AB Frontier, Electronic Commerce, Tata McGraw Hill, New Delhi, 2005.
2. David Whitely, Technologies and Applications, Tata McGraw Hill, New Delhi, 2002
3. Kamallesh K.Bajaj , Debajan, Nag , E- Commerce the cutting edges of Business, Tata McGraw Hill, New Delhi, 2000

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	Fundamentals of Internet and Web Technology	2 hrs week
Code:15BCOMCS32		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on computer networks
2. To defining web server
3. To acquaint them with the VB script.

Unit I:

Computer Networks – Topologies – Layers – Bridges, Routers, and Gateways – Types of Networks.

Unit II:

Basics of Internet – Address and Names for the Internet, web objects and sites – e-mail – World Wide Web – File Transfer.

Unit III:

Web Server – types – internet chat. The Proxy Server – The Virus menace, – Firewalls – Browser types – Data security.

Unit IV:

Creating a Web-Site – Hyper Text and HTML – Document structuring tags – Special tags, HTML – XML

Unit V:

Introduction to Search Engines – Channels push technology. Wireless Application – Protocols – Architecture, –WML Architecture – application.

Text Book:

- 1) Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2000.

Reference Books:

1. Bob Breedloveetal, Web programming Unleashed, Dream Tech Press, New Delhi, 2000.
2. Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2005.
3. Daniel Minoli, Emma Minoli, Web Commerce Technology Handbook, Tata McGraw Hill Publishing Co., Ltd., 1999.
4. Raj Kamal, Internet and Web Technologies, Tata McGraw Hill Publishers, New Delhi, 2002.
5. Paul J.Perry, World Wide Web Secrets, Comdex Computer publishing, New Delhi, 1996.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MS OFFICE Lab	5 hrs week
Code: 15BCOMCS33		Credits: 5

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentations.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com(CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Corporate Accounting - I	6 hrs week
Code: 15BCOMCC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

Unit I:

Issue of shares –accounting procedure for issue of equity & preference shares at par and discount and premium – calla in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures.

Unit II:

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

Unit V:

Liquidator's final statement

Text Book:

S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai,2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi,2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Cost Accounting	5 hrs week
Code: 15BCOMCC42		Credits: 4

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L. Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Oracle and its Application	5 hrs week
Code: 15BCOMCC43		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

Unit I

Data base –Definitions and Examples-Decentralized and centralized storage-database versus traditional file processing.

Unit II

DBMS concepts-Distributed database roles in the DBMS environments-database Architecture-schema.

Unit III

Three schema structures-logical, physical and data independence-database Languages and interfaces-data models-classification of models: hierarchical, network, relational, object-based data models.

Unit IV

Transaction states-commit point, Rollback-concurrency control techniques-Locking-techniques and types of Locking-time stamping and multiversions-Data integrity, Database security and authorization-Backup and recovery.

UNIT-5:

Relational model-Domains, Table(relations),Tuples(rows) and attributes-Relationship and their types-Normalization –First, second, Third, Fourth Normal forms- Decentralization-Elementary level of Triggers and Cursors.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RDBMS Lab - ORACLE	6 hrs week
Code: 15BCOMCC44		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

List of Programmes

1. Data Definition Language (DDL) commands in RDBMS.
2. Data Manipulation Language (DML) and Control Language (DCL) commands in RDBMS.
3. High-Level Language extension with Cursors.
4. High-level Language extension with Triggers.
5. Procedures and Functions.
6. Embedded SQL.
7. Database design using E-R Model and Normalization.
8. Design and Implementation of Payroll processing system.
9. Design and Implementation of Banking system.
10. Design and Implementation of Library Information system..

B.Com (CA) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	Business Mathematics	6 hrs week
Code: 15BCOMCA41		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

UNIT III:

Commercial arithmetic-simple & compound interest - present value-discounting of bills-face value of bills-banker’s discount-banker’s gain-normal due date-legal due date-calculation of period for bankers discount and true discount.

UNIT-IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and subtraction – Multiplication – Properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

UNIT -V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power Function – Derivative of a constant with a Function – Derivative of the sum of Function

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (CA) II Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – 4	GENERAL KNOWLEDGE	2 hrs week
Code:15BCOMCS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

11. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
12. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
13. Sura's year book, Published by Sura College of competition, Chennai.
14. Manorama year book, 2008 onwards
15. General knowledge, Published by Madurai Kamaraj University

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Human Resource management	5 hrs week
Code: 15BCOMCC51		Credits: 4

Objectives

4. To understand the meaning and concept of Human resource management.
5. To understand the role of human resource management in real situation.
6. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- b. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
2. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
3. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
4. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Income Tax Law And Practice – I	5 hrs week
Code: 15BCOMCC52		Credits: 4

OBJECTIVES:

1. To help the students to gain knowledge of Income Tax Law and Practice.
2. To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
3. To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

- c. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Business Law – I	5 hrs week
Code: 15BCOMCC53		Credits: 4

OBJECTIVES:

1. To understand the impact of business law on business
2. To provide the students with the latest development in the field of business law
3. To equip the students with, the application of business law on practical situations.

Unit I:

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II:

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III:

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V:

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Technology	5 hrs week
Code: 15BCOMCC54		Credits: 4

OBJECTIVES:

1. To make the students to understand the concept of multimedia.
2. To understand the concept of multimedia techniques.
3. To enrich the knowledge of about multimedia.

Unit I:

Introduction- Objectives-History of Multimedia-Its market- copyright- Resources for multimedia developers- Types of products-Evolution –Hardware Architecture- software library – drivers.

Unit II:

Text and Graphics –Elements of text-text data files-using text in multimedia application-hypertext-elements of graphics-images and colors-graphics files and application formats-obtaining images for multimedia use – using graphics in applications.

Unit III:

Digital Audio and video- Characteristics of sound and digital audio-digital audio systems-MIDI – audio for content -background as video- characteristics of digital video-digital video data sizing- video capture and play back systems- computer animations.

Unit IV:

Product design and authoring tools-Building blocks-classes of products-content organizational strategic – story boarding-multimedia tool features - categories of authoring tools-selecting the right authoring paradigm.

Unit V:

Multimedia and internet- internet- client/server technology-communication protocols- internet addressing –internet functions-origin of www- html and web authoring- web page development- multimedia consideration for web pages.

Text Book:

1. David Hillman, Multimedia technology and applications, Golgotha Publications 1998.

Reference Book:

1. Tay Vaughan, Multimedia making its work , Tata MC GrawHill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design , Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	JAVA LAB	6 hrs week
Code: 15BCOMCE51		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint knowledge on constants and data types.
2. To understand in defining a class and accessing class.
3. To acquaint the students with the applets and files.

List of Java programming

- 1) Arrays and flow control statements.
- 2) Runtime Exception and I/O exception.
- 3) Multithreading.
- 4) Layout management.
- 5) GUI Components (Labels, Check box, Menus, Text, etc.,)
- 6) Event handling (Focus Events, Key Events, Paint Events, Text Events, Mouse Events, Windows Events, etc.,)
- 7) Animation and Images.
- 8) Java applet.
- 9) Java files management methods.
- 10) Java streams.

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	Multimedia Lab	6 hrs week
Code: 15BCOMCE52		Credits: 5

OBJECTIVES:

1. To make the students to understand logic of Multimedia.
2. To understand Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int:40 Ext: 60
Semester – 5	Computerized Accounting - TALLY	2 hrs week
Code: 15BCOMCS52		Credits: 2

OBJECTIVES:

1. To give practical knowledge on accounting through computers.
2. To enable the students to understand the Tally
3. To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Management Accounting	5 hrs week
Code: 15BCOMCC61		Credits: 4

OBJECTIVES:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting vs. cost accounting – limitations of management accounting.

Unit –II

Analysis and interpretation of financial statements - common size statements, comparative statements – Trend analysis. Ratio analysis – meaning – classification ratio – Coverage ratio, Turnover ratio, Financial ratios – Advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

Unit –III

Cash flow and funds flow statements(simple problems only) – Importance – Steps in Preparation – Managerial uses. Changes in working capital. Preparation of funds from operation – Funds Flow statement.

Unit –IV

Cost – volume – profit analysis – marginal costing and break – even analysis - application of managerial costing for managerial decision. Marginal costing – Advantages, Disadvantages.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages – Limitation – Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1.S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1.S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2.P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3.Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Industrial Law - II	5 hrs week
Code: 15BCOMCC62		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Income Tax Law and Practice - II	5 hrs week
Code: 15BCOMCC63		Credits: 4

OBJECTIVES:

1. To enable the students to gain knowledge of the provisions of the income tax law and their application.
2. To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
3. To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (CA) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	Operations Research	6 hrs week
Code: 15COMCE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (CA) Final Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	Advertisement and Sales management	6 hrs week
Code: 15BCOMCE62		Credits: 5

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmes.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 1) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 2) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 3) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (CA) III Year	Elective	Max Marks 100 Ext: 100
Semester – 6	DTP	6 hrs week
Code: 15BCOMCP61		Credits: 5

Objectives:

1. To give practical knowledge on DTP work.
2. To enable the students to understand the DTP
3. To enable the students to do DTP in practical

LAB PROGRAM

1. To design a cover page in present scenario of Market / Industry in Corel draw
2. To design Advertisement in Corel draw
3. To make a Magazine Cover in Corel draw
4. To make a posters In Corel draw
5. To design a text in 3D effects in Corel draw
6. To design a Text and Images in Blur in Corel draw
7. To design a Power Clips in Corel draw
8. To Insert, Trim and Weld Image's in CorelDraw
9. To design cut-outs in Photoshop in Corel draw
10. To Change and Edit a Picture or Photo's in Photoshop
11. To Creating Water Drop on leaf in Photoshop.
13. Applying Layer in Photoshop.
15. Colour Adjustment in Photoshop.
15. Colour separation in Photoshop.
16. To create a Photo collage from photo's in Photoshop.
17. To design a wrapper in Photoshop.
18. Creating and Opening Publications Using 1. Tool Box, 2. Working With Palettes 3. With Text and Graphics.
19. To design a Cash Receipt in PageMaker.
20. To Design a Newspaper Front page in PageMaker.
21. To design a Editorial Page in PageMaker.

B.Com (CA) III Year	Skill Based	Max Marks 100 Int: 40,Ext:60
Semester – 6	Commerce Practice	2 hrs week
Code: 15BCOMCS61		Credits: 2

Objectives:

1. To enable the students to under the commerce practice
2. To enable the students to prepare the various forms in the business firms
3. To enable the students to understand the stock exchange

Unit - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 15) Account opening form
- 15) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

SYLLABUS FOR B.COM FROM THE ACADEMIC YEAR 2015-2018

B.Com I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:15BCOMRL11		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhp;fl;IYk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (Reg) I Year	Part-II – English	Max: 100 Int: 25 Ext:
Semester – I		

		75
Code:15BCOMRL12	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 7) To expose students to functional aspects of English language.
- 8) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 9) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 3) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

5. Astrologers Day
6. The Necklace - Maupassant

UNIT: IV GRAMMAR

4. Speaking Skills
5. Reading Skills
6. Writing Skills

UNIT: V COMPOSITION

3. Paragraph writing
4. Letter writing

TEXT PRESCRIBED:

- 10) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 11) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 12) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 13) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5)Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Com (Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Financial Accounting – I	5 hrs week
Code:15BCOMRC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com(Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
Code: 15BCOMRC12		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit – I

Management – Meaning, Nature, Level of Management – Schools of Management Thought – F.W. Taylor, Henry Fayol - Administration vs Management.

Unit –II

Planning – Meaning- Importance – Process of planning – Forecasting – Techniques of Forecasting – Decision making – Importance and process.

Unit –III

Organization – Meaning – Importance – Principles of Organizations – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control.

Unit –IV

Staffing – Recruitment, Selection, Training – Direction – Leadership- Importance – Qualities- styles- Communication – Importance types – Barriers to communication - Motivation, Financial and Non Financial.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

- 1.L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.BGupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.

B.Com(Reg) First Year	Allied	Max Marks 100
Semester – 1	MANAGERIAL ECONOMICS	Int: 25 Ext: 75
		6 hrs week

Code:15BCOMRA11		Credit: 5
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OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand or sales forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2000.

Reference Books:

1. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005
2. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai, 2008.
3. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd, New Delhi, 1980.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int: 40 Ext: 60
Semester – 1	INTRODUCTION TO ACCOUNTING	2 hrs week

Code: 15BCOMRN11	Credits: 2
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OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com I Year	Part I – Tamil	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:15BCOMRL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyf;j;Jpd; mikg;G Kiwfs; etPd mYtyf;j;Jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltbf;iff; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;Jpl;l; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbtf; fl;Lg;ghL – tbtikg;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;jy; kw;Wk; thping;gLj;Jjy; - Nfhg;gPl;L Kiwfs; ika;f Nfhg;gPl;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPl;L – Kiw fl;lfuhjpad; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jsp;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iff; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; **mYtyf Nkyhz;ik**; ghit gjpg;gfk; kJiu.

Semester – II		Int: 25 Ext: 75
Code: 15BCOMRL22	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week Credits: 6

OBJECTIVES:

- 7) To introduce them to a few classics in English poetry
- 8) To develop their writing skills.
- 9) To give ample practice in grammar.

UNIT: I PROSE

- 3) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORIES

3. Refund-Fitz Karinthy
4. How much land does a man need - Leo Tolstoy

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 9) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 10) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 11) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 12) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Com (Reg) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	FINANCIAL ACCOUNTING - II	5 hrs week
Code:15BCOMRC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to account current and Average due date.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (Reg) I Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 2	COMPANY ORGANISATION	5 hrs week
Code: 15BCOMRC22		Credits: 4

OBJECTIVES:

1. To acquire a basic knowledge about company organization.
2. To develop skills so as to apply in the company's various practical situations.
3. To understand the various procedures of company organization.

Unit I:

Company- Definition-Features-Kinds of companies-Company formation- promotion & incorporation-steps and formalities – Memorandum of association – Articles of association

Unit II:

Prospectus – definition – issue – registration – statement in lieu of prospectus – issue of shares and Debentures-various classes-Allotment-calls on shares- Transfer- Transmission of shares-Issue of share certificates and share warrants.

Unit III:

Board of Directors – Managing directors, General Manager-Status-Appointment-Rights-Duties and Liabilities-Secretary and Auditors-Status-Appointment-Termination-Remuneration

Unit IV:

Company meetings – kinds of meetings – issue of notice – agenda – quorum – proxies - motions and resolutions.

Unit V:

Winding up – meaning – kinds – modes – procedure of winding up by the court – voluntary winding up - reasons.

Text Book:

1. N.D. Kapoor, Elements of Mercantile Law, Sultan Chand, New Delhi, 2005.

Reference Book:

1. R.Thirunavukkarasu M.Shanthi, Company Organization- Merit India Publications, Madurai
2. R.S.N. Pillai & V. Bhagavathi, Business law, Sultan Chand, New Delhi, 2000.

B.Com (Reg) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	PRINCIPLES AND PRACTICE OF INSURANCE	6 hrs week
Code:15BCOMRA21		Credits: 5

OBJECTIVES:

1. To familiarize the students with the basic principles and practice of insurance.
2. To expose the students about Life Insurance and General Insurance
3. To enable the students to be familiar with Insurance Business in India

Unit – I

Insurance – Origin – Meaning – Nature – Scope – Types – Elements – Objective – Function – Principles – Contract of Insurance – Essentials – Insurable Interest.

Unit – II

Life Insurance – Nature – annuities – selection of risk – measurement of risk and mortality table – calculation of premium – Treatment of sub – Standard risk – the reserve – investment of funds – surrender value – valuation and surplus. Types of policies – Good Faith, Insurable interest, indemnity, subrogation.

Unit – III

Fire Insurance: nature and uses of fire insurance – Fire insurance contract – kinds of policies – policy conditions – rate fixation in fire insurance. Settlement of claims – under insurance

Unit – IV

Marine insurance: nature of marine insurance contract - marine insurance policies – policy conditions – premium calculations – marine losses – Payment of claims.

Unit – V

Other Insurance : Motor Insurance, Burglary and personal accident insurance. Agriculture insurance – Crop Insurance

Text Book:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2005

Reference Books:

1. M.N.Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 1999.
2. Venkopal Rao, Insurance Law in India, Tata McGraw Hill, New Delhi, 2000.
3. Smith, Marine Insurance, New Book House, Chennai, 1997.

B.Com (Reg) I Year	Non – Major Elective	Max Marks 100 Int:40 Ext: 60
Semester – 2	INTRODUCTION TO COST ACCOUNTING	2 hrs week
15BCOMRN23		Credits: 2

Objectives

- To enable the students to understand the costing and cost accounting
- To understand the concept and types of cost
- To develop skills in different methods of costing

Unit –I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

Unit – II

Material – Material issue procedure – pricing of materials.

Unit – III

Labour – Methods of remunerating labour.

Unit – IV

Overhead – Allocation and apportionment of Over head to cost centers.

Unit – V

Methods of costing – job costing – contract costing

Text book:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

4. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
5. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
6. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	PARTNERSHIP ACCOUNTING	6 hrs week
Code:15BCOMRC31		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic principles of partnership accounts
2. To enable the students to understand the procedure of partnership accounts
3. To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit –I

Partnership – Definition - Provisions relating to partnership accounting - Fixed and fluctuating capitals – Past adjustments – Guarantees – Admission of partners- goodwill – revaluation of assets & liabilities - Sacrificing Ratio

Unit –II

Retirement of partners – transfer of balances due to retired partner - purchase of retiring partners share by the remaining partners - Death of a partner – treatment of joint life policy - Gaining Ratio.

Unit –III

Dissolution of partners – Accounting Treatment

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Core	Maximum Marks 100
Semester – 3		Int: 25 Ext: 75
Code: 15BCOMRC32	MARKETING MANAGEMENT	5 hrs week
		Credit: 4

OBJECTIVES:

- 1) To enable the students to understand the modern concept of marketing.
- 2) To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
- 3) To familiarize with physical distribution system.

Unit –I

Marketing Management – Definition – Objectives – Functions – Role – Principles.

Unit II:

Market segmentation – bases for segmenting the market – need for segmentation - Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing – Logistics management

Unit V:

Internet marketing – marketing challenges of the liberalized economy – global marketing strategies for Indian firms.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. Philip Kotler, Marketing Management, Sultan chand, New Delhi, 2000
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

B.Com (Reg) II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	BANKING THEORY LAW AND PRACTICE	6 hrs week
Code: 15BCOMRC33		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Negotiation – characteristics – alteration of negotiable instrument – material and immaterial alteration – Cheques – Crossing – Endorsement – Meaning – Definitions – kinds of crossing - Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence.

Unit IV:

Bankers lien – Pledge – Hypothecation – Mortgage – principles of sound lending – advances against goods – document of title of goods – bill of lading – dock warrant o ware house receipts – delivery order – life policies – Fixed Deposit Receipts.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
2. Vasant Desai, Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
3. P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.

B.Com (Reg) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	BUSINESS STATISTICS	6 hrs week
Code: 15BCOMRA31		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	INTRODUCTION TO COMPUTERS	2 hrs week
Code: 15BCOMRS31		Credits: 2

OBJECTIVES:

1. To understand the basic components and function of computer
2. To understand the concept of Windows and Unix
3. To understand the concept hardware and software.

Unit I

Introduction to computers – Basic Components and functioning of the Computers - Evolution of Computers- Types of computers

Unit II

Hard ware of a Personal Computer-storage devices and media – Software Evolution- Concepts of –Files and Directories

Unit III

Operating system- Functions of operating system- Classification of operating system- Introduction to Ms- Dos-Dos Commands

Unit IV

Overview of UNIX operating system – UNIX files system- Working with files- file permissions- File security and directories- Vi editor.

Unit V

Windows 2000- Windows setup- Adding or Removing windows component- Multimedia- Network- Explorer

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

3. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
4. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 40 Ext:60
Semester – 3	COMPUTER APPLICATION IN	2 hrs week
Code:15BCOMRS32	BUSINESS	Credits: 2

OBJECTIVES:

1. To acquaint knowledge on word and excel
2. To defining internet and its uses
3. To acquaint them with the power point and access

Unit I:

Word – introduction – components – creating word document – types of views - creating tables - mail merge

Unit II:

Excel – introduction – components – entering data in excel – creating & working with formula - functions & database in Excel-Chart.

Unit III:

Power point – introduction – types of views – opening & existing presentation – inserting objects.

Unit IV:

MS-Access – introduction – database objects – data types entering & editing records in forms.

Unit V:

Internet – introduction – www – websites – modem receiving & replying E-Mail - internet explorer - Netscape.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com (Reg) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	MS OFFICE LAB	2 hrs week
Code: 15BCOMRS33		Credits: 2

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentation.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	CORPORATE ACCOUNTING – I	6 hrs week
Code: 15BCOMRC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

UNIT I

Issue of shares – accounting procedure for issue of equity & preference shares at par and discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures – Bonus issue of shares.

UNIT – II

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

UNIT – V

Liquidator's final statement

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COST ACCOUNTING	5 hrs week
Code: 15BCOMRC42		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the costing and cost accounting
- 2) To understand the concept and types of cost
- 3) To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

7. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
8. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
9. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ENTREPRENEURSHIP DEVELOPMENT	6 hrs week
Code:15BCOMRC43		Credits: 4

OBJECTIVES

- 1) To make them to know about the new entrepreneur
- 2) To encourage them to get grants from financial institutions
- 3) Through their project report they can take a new decision making

Unit-I

Entrepreneur - Entrepreneurship – meaning – definition - importance – characteristics – type – qualities - role of entrepreneurs in Economic development.

Unit-II

Factors affecting entrepreneurial growth – economic – social – cultural – personality - psychological and sociological factors – theory of need achievement.

Unit-III

Institutional Finance to entrepreneurs – IFCI – IDBI – SIDBI – EXIM – UTI – LIC - SFC – SIDC – TIIC – commercial Banks.

Unit-IV

Institutional Support to entrepreneurs – District Industries Centre – National Small Industry Corporation limited – Small Industries Development Corporation – SIDO – SIPCOT – National Institute for Entrepreneurship and Small Business Development – National Alliance of Young Entrepreneurs – National Institute of Small Industries Extension Training.

Unit-V

Project Report – meaning – importance - format of report – contents – types - preparation of a project report – institutional arrangements for entrepreneurs.
Submission of project proposal.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr.V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.
3. Saravanavel, Entrepreneurial Development, Himalaya Publication, New Delhi, 2005.

B.Com (Reg) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ENVIRONMENT OF BUSINESS	5 hrs week
Code:15BCOMRC44		Credits: 4

Objectives:

- 1) To provide the basic knowledge about the business environment
- 2) To provide a foundation to understand the subjects like business policy.
- 3) To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –micro and macro - Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy1991-Evaluation of New Economic Policy- Privatization – nature – objectives- growth-achievements –failures- Public Sectors in India.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization –Role of MNC’s in Globalization - challenges of globalization to Indian industry.

Text Book:

1.Francis Cherunilam, Business Environment Himalaya Publication Hose, New Delhi, 2008.

Reference Books:

- 1.Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
- 2.Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
- 3.N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

B.Com (Reg) II Year	Allied	Max Marks 100
Semester – 4	BUSINESS MATHEMATICS	Int: 25 Ext: 75
Code: 15BCOMRA41		6 hrs week
		Credit: 5

OBJECTIVES:

- 1) To enable the students to apply the basic principles and techniques of mathematics
- 2) To enable the students to solve the problems in the field of commerce
- 3) To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

Unit III:

Commercial Arithmetic – Simple & compound Interest – present value – discounting of bills- face value of bills – banker’s discount – banker’s gain – normal due date – legal due date – calculation of period for banker’s discount and true discount.

Unit IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and Subtraction – Multiplication – properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

Unit V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathematics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (Reg) IIYear	Skill Based	Max Marks 100 Int:40Ext:60
Semester – 4	GENERAL KNOWLEDGE	2 hrs week
Code:15BCOMRS41		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

16. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
17. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
18. Sura's year book, Published by Sura College of competition, Chennai.
19. Manorama year book, 2008 onwards
20. General knowledge, Published by Madurai Kamaraj University

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	HUMAN RESOURCE MANAGEMENT	5 hrs week
15BCOMRC51		Credits: 4

Objectives

7. To understand the meaning and concept of Human resource management.
8. To understand the role of human resource management in real situation.
9. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- d. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

5. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
6. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
7. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
8. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INCOME TAX LAW AND PRACTICE – I	5 hrs week
Code: 15BCOMRC52		Credits: 4

OBJECTIVES:

- 1) To help the students to gain knowledge of Income Tax Law and Practice.
- 2) To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
- 3) To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	BUSINESS LAW – I	5 hrs week
Code: 15BCOMRC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	AUDITING	5 hrs week
Code:15BCOMRC54		Credits: 4

OBJECTIVES:

- 1) To enable the students to have basic knowledge on the principles and practices of auditing.
- 2) To enable the students to understand Vouching and Verification.
- 3) To enable the students to understand the duties of an auditor.

Unit I

Audit – Definition – Objects – Types - Advantages – Auditing vs Investigation – Qualities of an auditor – Rights and Duties – Company audit – Audit Programme – Audit notes – Audit files – Working papers – Procedure for Audit

UNIT II

Internal control – definition – objectives – internal check – meaning – merits and demerits – auditor duty as regards internal check – internal check Vs internal audit .

Unit III

Vouching – Meaning – Definition – Importance – Duties of an auditor – Vouching of cash transactions and of trading transactions – Verification and valuation of assets and liabilities.

UNIT IV

Company audit – auditor – appointment – removal – qualification – audit report – duties of an auditor report.

Unit V

Liabilities of auditor – Liabilities for negligence – Liabilities misfeasance – Criminal liability – Liability to third party – Legal positions

Text Book:

1. B.N. Tandon, Practical Auditing, Sultan Chand, New Delhi, 2000.

Reference Books:

1. Jagdish Prakash, Auditing : Principles and Practice, Kalyani Publishers, Chennai 2008.
2. Pradeep Kumar, Sachdeva Baldev, Jagwant Singh, Auditing- Theory and Practice, Kalyani Publishers, Chennai ,2008.
3. R.G. Saxena, Principles and Practice of Auditing, Tata McGraw Hill, New Delhi, 1998.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	FINANCIAL MANAGEMENT	6 hrs week
15BCOMRE51		Credits: 5

OBJECTIVES:

- 1) To enable the students to understand the concept of financial management
- 2) To enable the students to understand the various source of finance
- 3) To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: - finance - definition meaning –function of finance - financial Management: definition & meaning-functions of financial management –objectives of financial management - Source of Finance- Long term and Short term Source of finance.

Unit II:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit III:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit IV:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements .

Text Book:

1. S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

1. Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
2. I. M .Pandey, Financial Management- Vikas Publishing House Pvt ltd,
3. R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	SERVICES MARKETING	6 hrs week
15BCOMRE52		Credits: 5

OBJECTIVES

- 1) To develop their skills in services marketing .
- 2) To know about the emerging marketing strategies
- 3) To adopt the globalizations of services in international marketing.

Unit-I

Services Marketing – concept – definition – nature – characteristics – classification - services – needs – role of services marketing in an economy – obstacles – overcoming the obstacles

Unit-II

Services marketing mix – elements – seven P's product decisions, pricing strategies, promotion of services, placing of distribution methods / dimensions in services marketing – People, physical evidence and process

Unit-III

Services marketing for the hospitality industry – core tangible and augmentable hospitality products – managing tourism – demand and supply – segmentations in the tourism market – emerging marketing strategies – marketing for hotel products

Unit-IV

Services marketing for professional services – characteristics – Marketing management of consultancy services – Marketing mix for consultancy services, other professional services and considerations

Unit-V

Globalizations of services in international market – challenges to global service marketers – success – typical international services – strategies in launching services in the global marketing – Its implications – globalization and corporate culture – global brand dominance in the service industries

Text Book:

1. Vasanti Venugopal and V.N.Raghu, Services Marketing, Sultan Chand, New Delhi, 2008

Reference Books:

1. P.K.Sinha and S.C.Sahoo, Services Marketing, Tata Mc Graw Hill, New Delhi, 2007
2. Rao, Services Marketing, Himalaya Publishing House, New Delhi, 2005
3. P.N.Reddy, H.R.Appannaiah, S.Anil kumar and Nirmala, Services Marketing

B.Com (Reg) III Year	Skill Based	Max Marks 100 Int:40 Ext:60
Semester – 5 15BCOMRS51	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	MANAGEMENT ACCOUNTING	5 hrs week
Code: 15BCOMRC61		Credits: 4

OBJECTIVES:

- 1) To provide on insight into accounting procedures and their applications in complex business management.
- 2) To enable the students to understand management tools and techniques
- 3) To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting Vs. cost accounting – limitations of management accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements, comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages - Limitation.

Text Book:

- e. S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1) S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2) P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3) Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INDUSTRIAL LAW - II	5 hrs week
Code: 15BCOMRC62		Credits: 4

OBJECTIVES:

- 1) To learn about the concepts of law relating to industries.
- 2) To enable the students to understand the workman's compensation act, 1923 and its recent amendments
- 3) To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (Reg) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6 15BCOMRC63	INCOME TAX LAW AND PRACTICE - II	5 hrs week Credits: 4

OBJECTIVES:

- 1) To enable the students to gain knowledge of the provisions of the income tax law and their application.
- 2) To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
- 3) To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	OPERATIONS RESEARCH	6 hrs week
Code: 15BCOMRE61		Credit: 5

OBJECTIVES:

- 1) To understand the concepts and methods of operation research
- 2) To apply operation research techniques in managerial decision making.
- 3) To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (Reg) III Year	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – 6	ADVERTISEMENT AND SALES MANAGEMENT	6 hrs week
15BCOMRE62		Credits: 5

OBJECTIVES:

- 1) To acquaint the students with the concepts of advertising and sales promotion programmers.
- 2) To enable the students to theories of buyer behavior
- 3) To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

2. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 4) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 5) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 6) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	RESEARCH METHODS IN COMMERCE	6 hrs week
15BCOMRE63		Credits: 5

OBJECTIVES

- 1) To know about their truthful information.
- 2) To access their method of data collection.
- 3) Through their study of statistical method and it is used to preparation of project report.

Unit-I

Introduction to Research – meaning – purpose – types of research – surveys – case study.

Unit-II

Planning of Research – process – selection of a problem – formulation – hypotheses – meaning – types – sources – process of setting up of hypothesis – research design – contents of research design

Unit-III

Methods of data collection – Source of data – primary – secondary – methods of collecting primary data – survey method – personal interviewing – telephone interviewing – mail survey – observation methods – experimental method – tools for data collection – construction of schedules and questionnaires – scaling technique – nature of rating scale – ranking scales – construction .

Unit-IV

Sampling Techniques – probability – non-probability sampling technique – sampling design – sample size – sampling and non-sampling errors

Unit-V

Data processing and report writing – editing – coding – tabulation – research report – types of research reports – style of reporting – steps in drafting reports – contents of research report

Text Book:

1. C.R. Kothari, Research Methodology, New Age International (P) Limited, New Delhi, 2005.

Reference Books:

1. R. Panneerselvam, Research Methodology, Hall Of India Pvt Ltd, New Delhi, 2007.
2. Suresh C. Sinha and Anil K. Dhiman, Research Methodology, Ess Ess, New Delhi, 2002.
3. R Elangovan and S Mohan, Research Methodology In Commerce, New Age International (p) Limited, New Delhi, 2007.

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B.Com (Reg) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	FINANCIAL MARKETS AND SERVICES	6 hrs week
Code:15BCOMRE64		Credits: 5

OBJECTIVES

- 1) To know about the various financial institutions in world market and services.
- 2) To know about the strength and weakness of money market and capital market.
- 3) To understand the ability of mutual fund operation.

Unit-I

Financial System – Meaning – Functions – concepts – assets – Intermediaries – markets – Financial rate of returns – Instruments – Classification – Capital market – Money market – Development of financial system in India- Weaknesses of Indian Financial system.

Unit-II

Money Market- Definition- Money market Vs Capital Market- Features – Objectives- Characteristics features of a developed money market- Importance of money market- Composition of money market- Call money - Commercial bills - Acceptance - Treasury bill - Discount market- Bill markets in India- Money market Instruments.

Unit-III

Capital Market - New issue – New issue Vs Stock exchange- Functions – Methods of floating new issues – Secondary market – Stock exchanges - Functions – Listing of securities – Registration of stock brokers - Methods of trading in stock exchange.

Unit-IV

Mutual funds – Definition – Importance – Risks – Classification of funds - Close ended funds – Open ended funds – Income funds – Growth funds – Balance funds – Specialized funds – Money market mutual fund – Taxation funds – Organisation of the fund – Net asset value.

Unit-V

Merchant Banking – Meaning – Services of Merchant Banks – SEBI Guidelines – Scope for Merchant Banking in India. Factoring: - Meaning – Functions – Types – Factoring Vs. Discounting – Benefits.

Text Book:

1. Gordon and Natarajan, Financial Market and Services, Kalyani Publishers, Chennai, 2007.

Reference Books:

1. R.M.Srivastava, Management for Indian Financial Institution, Tata McGraw Hill, New Delhi, 2005.
2. P.N.Varshney & D.K.Mittal, Indian Financial System, Sultan Chand, New Delhi, 2005.
3. Meri Khon, Financial Institutions and Markets, Sultan Chand, New Delhi, 2005.

B.Com (Reg) III Year	Skill Based	Max Marks 100 Int: 40,Ext.60
Semester – 6	COMMERCE PRACTICE	2 hrs week
Code: 15BCOMRS61		Credits: 2

Objectives:

- 1) To enable the students to under the commerce practice
- 2) To enable the students to prepare the various forms in the business firms
- 3) To enable the students to understand the stock exchange

Unit - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 15) Account opening form
- 15) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

SYLLABUS FOR B.Sc(CS)- ACADEMIC YEAR 2015-20

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSCCSL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehl;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wpf;F top -Rujh
- 6) kdpjdhf tho;e;jpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpad; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpjifSk; i`\$f; ftpijfSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fh;l;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -,d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk ;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 13) tpgj;J -K. KUNf\;
- 15) i`\$f; ftpijfs; -gj;J ftpijfspd; njhFg;G

\$W (myF)–3, yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpijapy; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpiO ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpiOaw;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;

- 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.Sc C.S I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:15BSCCSL12	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

Objectives:

- 10) To expose students to functional aspects of English language.
- 11) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 12) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 4) I have a dream-Martin luther king

UNIT: II POETRY

- 1.Daffodils -william wordsworth
- 2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

7. Astrologers Day
8. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing ,Letter writing

TEXT PRESCRIBED:

- 14) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 15) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 16) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 17) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc C.S I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	Programming in C	6 hrs week
Code: 15BSCCSC11		Credits: 4

Objectives:

1. To develop the programming skills through the C language.
2. To enable the students to understand the concepts of C Language.
3. To enable the students to understand the concepts of pointers and files.

UNIT I

Basic structure-programming style-constants-variables and data type-declaration of variables-Operators and expressions: Arithmetic relational, logical, assignment, increment, decrement, conditional, bitwise and special operators, and evaluation of expression.

UNIT II

Managing I/O operations: Reading and writing a character-formatted input, output-Decision making and branching: if, if...else, nesting of if...else statement-else if ladder-switch statement - go to statement-the while statement-do statement-the for loop –jumps in loops.

UNIT III

Arrays: one dimensional array-declaration, initialization- two, multi dimensional array-initialization strings- initialization of string variables-reading and writing strings-arithmetic operation on string-putting string together-comparison-string handling function.

UNIT IV

User defined Function: need-element of user defined functions-definition-return values and their types-function calls-Structures and unions: declaring structure variables accessing structure member- initialization-Copying and comparing-arrays of structure.

UNIT V

Pointers: accessing the address of variables-declaring- initialization of pointers, variables-pointer expression, and pointer increment -array of pointers-Files: defining a file-I/O operator on file handling during I/O operators-random access to file-command line arguments.

Text book:

1. Balagurusamy, Programming in ANSI C, 3rd Edition, Tata McGraw Hill Publishing Company, 2002.

Reference book:

1. M.G Venkateshmurthy, Programming Techniques through C– A Beginner’s Companion, Pearson Education, New Delhi, 2002.
2. Byron Gottfried, Programming with C, Tata McGraw Hill, 2006.
3. Brian Kernighan, Dennis Ritchie, The C programming language, 2nd Edition, Prentice Hall 1988.

B.Sc (C.S) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	C Lab	6 hrs week
Code: 15BSCCSC12		Credits: 4

Objectives:

1. To enable the students to understand the basics of C.
2. To enrich students to develop programs in C.
3. To enrich students to do arithmetic and logical problems.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
15. To solve Quadratic Equation-Switch
15. To perform binary search using Function
16. To find NCR and NPR Values using Function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Sc (C.S) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 15BSCCSA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order –

Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph- sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices- connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.

Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (C.S) I Year	Non Major Elective	Max Marks 100
Semester – I	Fundamentals of	Int: 25 Ext: 75
Code: 15BSCCSN11	Computer	2 hrs week
		Credits: 2

Objectives:

1. To understand the concept of computers.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

UNIT I

Introduction- Characteristics of Computers – Evolution of Computers - Computer Generations – First – Second – Third Generation – Fourth Generation – Fifth Generation – Input Unit – Output Unit –Storage Unit – Arithmetic Logic Unit – Control Unit – CPU.

UNIT II

The Central Processing Unit – Control Unit – ALU – Instruction Set – Registers – Processor Speed – Types of Processors – The Main Memory – RAM- ROM- PROM – EPROM- Cache Memory.

UNIT III

Sequential and Direct Access Devices – Magnetic Tape- Magnetic Disk – Optical Disk – Floppy Disk – Hard Disk – CD-ROM. Number System– Conversation: Binary to Decimal-Decimal to Binary.

UNIT IV

Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – Magnetic Ink Character Recognition – Optical Character Recognition – Bar code reader. Monitor – Printer – Plotter.

UNIT V

Software: Introduction – Types of Software – Programming Languages: Machine languages– Assembly languages – High-level languages – Compilers & Interpreters.

Text book:

1. Pradeep K.Sinha, Priti sinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
- 2 Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

Kjyhk; Mz;L - ,uz;lhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSCCSL21	fij ,yf;fpaKk; ciueilAk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

கதை இலக்கியமும் உரைநடையும்;சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுதமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liu; njhFg;G

rpWfij :

- 11) kp\pd; Afk; - Gjkg;gpj;jd;
- 12) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 13) fbjKk; fz;zPUk - fy;fp
- 14) ehw;fhyp - fp. ,uh[ehuhazd;
- 15) gspr;rp - nfh.kh. Nfhjz;lk;
- 16) k[;Dhd; - kPuhd; ikjPd;
- 17) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 18) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 19) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 20) Kfk; - khj;jis NrhK

ciueil : fl;Liu; njhFg;G :

- 9) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 10) Foe;ij uhK - t.uh.
- 11) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is

- 12) ,e;jpa nkhopfspy; jkpo; kzk; - nj. ngh. kPdhI;rp Re;juk;
 13) tho;thq;F - t.Rg. khzpf;fk;
 14) ftpijf;fiy - m.r. Qhdrk;ge;jd;
 15) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
 16) Gbg;gJ vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj;
 njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghI;L ,yf;fzk;

njhlUk; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis
 ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T
 nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr;
 nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

1) rpWfij kw;Wk; fl;Liu; njhFg;g> gy;fiyf; fof ntspaPL>

kIiu fhkuhrh; gy;fiyf;fofk;> kIiu – 625 021.

2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G

epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;>

mk;gj;J}h;> nrd;id – 600 098.

B.Sc C.S I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 15BSCCSL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

10) To introduce them to a few classics in English poetry

11) To develop their writing skills.

12) To give ample practice in grammar.

UNIT: I PROSE

4) The Gift of the Magi - O.Henry.

UNIT: II POETRY

1.The quality of mercy- Shakespeare

2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

3. Refund-F fitz karinthy

4. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 13) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 14) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 15) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 16) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (C.S) I Year	Core	Max Marks 100
Semester – II	C++ and Data Structure	Int: 25 Ext: 75
Code: 15BSCCSC21		6 hrs week
		Credits: 4

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New

- Delhi, 2002.
- Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers, 2004.

Reference books:

- Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition, New Delhi, 2003.
- Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
- Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (C.S)I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	C++ and Data Structures Lab	6 hrs week
Code: 15BSCCSC22		Credits: 4

Objectives:

- To understand the basic concept of OOPS.
- To develop programs in C++.
- To implement data structure concepts.

List of Programs:

- Programs to illustrate in power in using default arguments.
- Swapping of two values using functions.
- Maximum of two numbers using Friend function.
- Program to evaluate Sin Series.
- Simple Bank Operation.
- Inline function.
- Program to illustrate Copy Constructor.
- Program to illustrate Single Inheritance.
- Program to illustrate Multiple Inheritance.
- Program to illustrate Multilevel Inheritance.
- Program to illustrate Hybrid Inheritance.
- Program to illustrate Hierarchical Inheritance.
- Sorting of Numbers and names using function overloading.
- String manipulation using operator overloading.
- Program to merge two files.
- Program to implement linked list.
- Program to implement Stack using pointers.
- Program to implement Queue using pointers.

B.Sc (C.S)I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	Statistics	4 hrs week
Code: 15BSCCSA21		Credits: 5

Objectives:

1. To enable the students to understand the concept of statistics.
2. To enable the students to understand the concept of correlation.
3. To enable the students to understand the concept of probability.

UNIT I

Introduction to Statistics – Primary and Secondary data – Classification, tabulation and diagrammatic representation of statistical data – Bar-charts, Pie-diagrams – Graphical Representation of data, - Histograms, Frequency polygon, Ogives.

UNIT II

Measures of dispersion – characteristics – coefficient of dispersion – coefficient of variation – moments – Skewness and Kurtosis – Pearson’s coefficient of skewness -Bowley’s coefficient of skewness.

UNIT III

Simple correlation – Karl Pearson’s coefficient of correlation – correlation coefficient for a bivariate frequency distribution – Rank correlation – Regression – lines of regression-properties of regression coefficient.

UNIT IV

Events and sets – sample space – concept of probability – addition and multiplication theorem on probability – conditional probability and independence of events – Baye’s Theorem-Mathematical expectation.

UNIT V

Theoretical discrete distribution, binomial distribution.

Text book:

1. S.P. Gupta, Statistical Methods, Sultan Chand and Sons, New Delhi, 2002.

Reference books:

1. R.S.N. Pillai & Bhagavathi, Statistics, Sultan Chand and Sons, New Delhi, 2002.
2. Best, Joel, Damned Lies and Statistics: Untangling Numbers from the Media, University of California Press, 2001.
3. Desrosières, Alain, the Politics of Large Numbers: A History of Statistical Reasoning. Trans. Camille Naish. Harvard University Press, 2004.

B.Sc (C.S)I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	Introduction to Internet	2 hrs week
Code: 15BSCCSN21		Credits: 2

Objectives:

1. To understand internet operations
2. To understand usage of internet facilities.
3. To enable to understand the web page design.

UNIT I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

UNIT II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN).

UNIT III

Basics of Internet: How the Internet works, Usage of Internet - IP Address, Domain Name, Uniform Resource Locator (URL).

UNIT IV

Introduction to E-Mail: Email features– Creation of Email Accounts– Inbox- Compose mail- Send- Attaching the documents- Address book.

UNIT V

World Wide Web: Web features-File Transfer-Telnet-Usenet-Web Server-Web browser-Netscape communication Suite, Microsoft Explorer.

Text book:

1. RajKamal, Internet and Web Technologies, Tata McGraw Hill Publishing, 2002.

Reference books:

1. Vikas Gupta, Internet and Web Design, 1st Edition, Dreamless Press, 2003.
2. Stephen Cass, How much does the Internet Weigh, Discover Publication, 2007.
3. Addate Janet, Inventing the Internet, Cambridge MIT Press, 1998.

UG II Year	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester -III		
Code:15BSCCSL31	,ilf;fhy ,yf;fpak Medivivel Literature	6 Hrs week Credits: 3

நோக்கம்;தாள்3-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)-1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)-2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)-3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 15) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 15) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)-4 ,yf;fzk;

- mzpf; -ctik-cUtk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -Ntw;Wik mzp
- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 - 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)-5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. , gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc C.S II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:15BSCCSL32		Credits: 3

OBJECTIVES:

4. To introduce the functional grammar to the students.
5. To expose creative writing to the students.
6. To enhance students' communication skills.

UNIT: I PROSE

- 3) University days – James Thurber
- 4) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 3) Night of the scorpion-Nissim Ezekiel
- 4) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 3) Karma-Kushwant Singh
- 4) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 5) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 6) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 7) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 8) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	Visual Programming	5 hrs week
Code:15BSCCSC31		Credits: 4

Objectives:

1. To develop programming skills in GUI based language visual basic
2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw Hill Edition, 1999.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media1998.
2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press,2005

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – III	Visual Programming Lab	5 hrs week
Code:15BSCCSC32		Credits: 4

Objectives:

1. To enable the students to understand the basic concept of GUI.
2. To enrich students to do different business, mathematical problems.
3. To enable the students to develop programs in Visual Basic.

List of Programs:

1. Program to check whether the Given Number is
 - a) Armstrong Number or Not
 - b) Prime Number or Not
2. Program to perform the following String Operations
 - a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
3. Program to find
 - a) Current Date and Time
 - b) Day of Given date
4. Program to use the Flex Grid Control
5. Program to Draw Geometric Shapes
6. Program to Design a Digital Clock
7. Develop a Objective type Online Test
8. Program to vary Color Palette
9. Program to show picture Animation
10. Program to Create a File Open Dialogue to Load a Picture
11. Program to Design an Ordinary Calculator
12. Design a Notepad
13. Sequential File Reading and Writing
15. Student Mark Sheet processing System
15. Library Information System
16. EB Bill Preparation System
17. Bank Information System
18. Hospital Information System

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	Operational Research	4 hrs week
Code:15BSCCSA31		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference books:

1. Arumugam and Isq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (C.S) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – III	Office Automation Lab	2 hrs week
Code:15BSCSS31		Credits: 2

OBJECTIVES:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.
2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.
8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

,uz;lkhkz;L – ehd;fhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSCCSL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J -ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTJk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;nghUs;-mfj;jpizfs; Gwg;nghUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpkh;rdk;

ftpjij vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW -10

- m. gj;Jg; ghl;L
M. vl;Lj; njhif
. , gjpnzd; fPo;f;fzf;F

நூல்கள்

சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.Sc C.S III Year	Part-II – English	Max Marks 100
Semester –IV		Int: 25 Ext: 75
Code:15BSCCSL42	Novel and English for Competitive Examination	6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Java Programming	5 hrs week
Code:15BSCCSC41		Credits: 4

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associativity- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Java Lab	5 hrs week
Code:15BSCCSC42		Credits: 4

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Run able interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Digital Principles and Applications	4 hrs week
Code:15BSCCSA41		Credits: 5

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs. Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw – Hill Edition, 2006.

Reference books :

1. S. Salivahanan & S. Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd, 2000.
2. M. Morris Mano, Digital Logic and Computer Design, Prentice Hall, 2006.
3. Thomas C. Bartee, Computer Architecture and Logic Design, McGraw Hill Editions, 1991.

B.Sc (C.S) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code:15BSCCSS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Computer Networks	6 hrs week
Code: 15BSCCSC51		Credits: 4

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of networks.
3. To become familiar with different types and importance of Network layers.

UNIT I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

UNIT II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites.

UNIT III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

UNIT IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

UNIT V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference books:

1. William Stallings, Data and Computer Communications, Pearson Education, New Delhi 2002.
2. Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
3. G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	DBMS	6 hrs week
Code: 15BSCCSC52		Credits: 4

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I

Introduction to DBMS: Introduction-why Database-Characteristics of Data in a Database-Database Management System-Why DBMS-Types of Database Management System .Introduction to RDBMS: Introduction –RDBMS Terminology-The Relational Data Structure-Relational Data Integrity-Relational Data Manipulation-Codd’s Rules.

UNIT II

Database Architecture and Data Modeling: Introduction-Conceptuel, physical and logical Database Models-Database Design-Design Constraints-Functional Dependencies-R Modeling: Introduction-E-R model-Components of an E-R model-E-R model-E-Rmodelling Symbol

UNIT III

Data Normalization: Introduction- First Normal Form(1NF) -Second Normal Form(2NF)-Third Normal Form(3NF) – Boyce Codd Normal Form(BCNF)- Fourth Normal Form(4NF) – Fifth Normal Form(5NF)- Domain – Key Normal Form(DKNF). Relational Algebra – Relational Calculus.

UNIT IV

Query- by- Example (QBE): Introduction - Select Queries in QBE - Make Table Query - Delete Query – Update Query – Append Query – QBE and SQL. QUEL: Introduction – Data Definition in Quel – Create – Range – Index – Destroy – Modify - Data Retrieval in Quel – Data Update Operations in Quel.

UNIT V

SQL: Introduction to SQL – History of SQL – Characteristics of SQL – Advantages of SQL – SQL Data types and Literals – Types of SQL Commands – SQL Operators – Tables – Views – Indexes – Queries and Sub Queries – Aggregate Functions – Insert – Update – Delete Operations – Joins and Unions.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference books:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	DBMS Lab	6 hrs week
Code: 15BSCCSC53		Credits: 4

Objectives:

1. To understand the concept of PL/SQL.
2. To understand the database connectivity.
3. To develop programming skills in visual basic.

List of Programs:

Visual Basic Programming

1. Arithmetic operations
2. Menu creation with simple file and edit operation.
3. Sequential file reading and writing
4. Process students' mark list using data control
5. Process library maintenance using data control
6. Program using DAO to create a Simple Address book.
7. Program using DAO to prepare Super Market Bill
8. Develop a System for Library Management using ADO
9. Develop an Inventory control system using ADO
10. Design a Data Report for Students Marks Details.

PL/SQL:

Program using Iterative controls and Sequence Controls.
 Program using Exception Handling
 Program using Implicit Cursors and Explicit Cursors.
 Application development programs like Payroll, EB bill report generation, students Details.
 Program to join the tables.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Operating System	6 hrs week
Code: 15BSCCSE51		Credits: 5

Objectiv

es:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIT V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw Hill, New Delhi, 2005.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 2nd Edition, Tata McGraw Hill, New Delhi, 1987.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall, 2002.
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall 2005.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Client Server Computing	6 hrs week
Code: 15BSCCSE52		Credits: 5

Objectives:

1. The students will gain an exhaustive knowledge on the fundamentals of Client server.
2. To enable to understand the categories of servers.
3. To enrich the knowledge of operating system.

UNIT I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

UNIT II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

UNIT III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

UNIT IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

UNIT V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New Delhi, 1994.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, Prentice Hall of India, Second Edition, 1997.

Reference books:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.

B.Sc (C.S) III Year	Skill based	Max Marks 100
Semester – V	Web designing Lab	Int: 40 Ext: 60
Code: 15BSCCSS51		2 hrs week
		Credits: 2

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.

13. How to print the Dialog Box?
14. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – V	Internet Application Lab	2 hrs week
Code: 15BSCCSS52		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

1. Google Search.
2. Create an Email Account.
3. Compose a Mail and Send it to your friend.
4. Attach a document to a mail.
5. Create a Group mail Account.
6. World Wide Web: Search Engines
7. Blog Creation
8. Register your details in job provider sites
9. Read the e papers.
10. Register your details in Alumni sites

B.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – V	System Software	2 hrs week
Code: 15BSCCSS53		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a basic knowledge about assemblers.
3. To acquire a basic knowledge about programming knowledge.

UNIT I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture.

UNIT II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

UNIT III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

UNIT IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

UNIT V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L.Back& Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference books:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhare, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Advanced Visual Programming	6 hrs week
Code: 15BSCCSC61		Credits: 4

Objectives:

1. To understand the concepts of advanced visual Programming.
2. To understand the concepts of Dot Net Technologies.
3. To develop programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

Text book:

1. Bill Evjen & Jason Beres, Visual Basic.Net Programming Bible, Wiley Publishing, 2002.

Reference books:

1. Daniel cazzulino, Beginning web programming in VB.Net, 1st Edition, Apress 2005.
2. Matthew MacDonald, The book of VB.Net, 1st Edition, No Starch Press, 2001.
3. Jessie Liberty Dave Grundgeiger, Programming Visual Basic.net, 2nd Edition, O’Reilly, 2003.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Advanced Visual Programming Lab	6 hrs week
Code: 15BSCCSC62		Credits: 4

Objectives:

es:

1. To improve the creativity during problem solving.
2. To develop programming skills in VB.net
3. To improve Knowledge in DOT.Net Technologies.

List of Programs:

1. Program using structure and enum
2. Program using classes, methods, properties and read only property
3. Program using constructors, overload constructors and class events
4. Program using exception handling
5. Functions to perform various string operations
6. Program using .net built-in collection classes namely array list, bit array, hash table, queue, sorted list, stack, collection, dictionary base.
7. Program using inheritance, constructors in inheritance.
8. Program using overriding, constructors in inheritance.
9. Program using win Form controls
10. Program using streams and serialization
11. Program using database.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 15BSCCSC63		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transition tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner's Approach, McGraw Hill International Book Company Edition, 2001.
2. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Co, 2001.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	An Introduction to Data	5 hrs week
Code: 15BSCCSE61	Mining	Credits: 5

Objectives:

1. To acquire knowledge about data mining.
2. To understand process of data mining.
3. To understand the future of data mining.

UNIT I

Introduction: Data mining process - Data mining applications – Data mining techniques – future of data mining – Guidelines for successful data mining - data mining software.

UNIT II

Association Rules mining: Basics – Task and Naïve Algorithm – Apriori ALgorithm –

Improving the Efficiency of the Apriori Algorithm –Direct Hashing and Pruning(DHP)– Dynamic Itemset Counting(DIC)- Mining Frequent Patterns without candidate generations(FP –growth).

UNIT III

Classification: Decision Tree – Building a Decision Tree – The Tree Induction Algorithm – Split Algorithm based on Information Theory - Split Algorithm based on the Gini Index – Overfitting and Pruning- Decision Tree Rules-Estimating predictive Accuracy of Classification methods- Classification Software.

UNIT IV

Cluster Analysis: Features of Cluster Analysis – Types of Data – Computing Distance – Types of Cluster Analysis Methods- Partitional methods – Hierarchical methods – Density based methods- cluster Analysis software.

UNIT V

Web Data Mining: Web Terminology and characteristics– Locality and Hierarchy in the Web – Web Content Mining – Web Usage Mining – Web Structure Mining – Web Mining Software.

Text book:

1. G.K Gupta, Introduction to Data Mining with Case Studies, 2nd Edition ,PHI, 2011.

Reference books:

1. David Hand, Heikki Mannila, Padhraic Smyth, Principles of Data Mining, PHI, 2008.
2. Jiawei Han, Micheline Kamber, Data Mining Concepts and Techniques, Morgan Kaufmann Publishers, 2006.
3. Gordon S.Linoff, Michael J.A. Berry, Data Mining Techniques, 3rd Edition. Wesley, 2009.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Multimedia Technology	5 hrs week
Code: 15BSCCSE62		Credits: 5

Objectives:

1. To make the students to understand the concept of Multimedia.
2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Graphical Images.

UNIT I

Introduction: Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

UNIT II

Text and Graphics: Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

UNIT III

Digital Audio and Video: Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

UNIT IV

Product Design and Authoring Tools: Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

UNIT V

Multimedia and Internet: Internet-client/server technology-communications protocol-internet addressing-internet functions-Origin of WWW-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference books:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Project Work	5 hrs week
Code: 15BSCCSP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (C.S) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 15BSCCSS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

SYLLABUS FOR B.Sc(IT)- ACADEMIC YEAR 2015-20

Kjyhk; Mz;L Kjw; gUtk	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSCITL11	,f;fhyf; ftpijAk; ehlfKk	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

இக்காலக்கவிதையும் நாடகமும்; இக்காலக்கவிதையையும், நாடகத்தின் போக்கையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத்தமிழையும் விளக்குதல்

\$W (myF)–1. kuGf; ftpijfSk; ehl;Lg; Gwg; ghly;fSk;

- 1) FUtpg; ghl;L -ghujpahh;
- 2) epyh -ghujpjhrd;
- 3) Mrpa N[hjp -ftpkzp Njrpa tpehafk; gps;is
- 4) ,isQhpd; rgjk; -ehkf;fy; ftpQh;
- 5) ntw;wfp;F top -Rujh
- 6) kdpjdhf tho;ejpl NtZk; -gl;Lf; Nfhl;il fypahzRe;juk;
- 7) xU fe;jy; Jzpadp; fij -fz;zjhrd;

\$W (myF)–2 GJf;ftpifSk; i`\$f; ftpifSk;

- 1) nfhk;Gk; fpzWk; -eh. gpr;r %h;j;jp
- 2) fhl;lhW -eh. fhkuhrd;
- 3) ePAk; ehDk; ciuahLfpNwhk; -kPuh
- 4) fhy;fshy; ele;j fij -K. Nkj;jh
- 5) XL XL rq;fpyp XL -rpw;gp ghyRg;gpukzpak;
- 6) Rag; gpurtk; -mg;Jy; ,uFkhd;
- 7) ntapy; -.d;Fyhg;
- 8) jpz;izfSk; tuNtw;giwfSk;- ghyh
- 9) le;J nghpJ MW rpwpJ -ituKj;J
- 10) Ngdh NgRr;R -gh. tp[a;
- 11) jpiz kaf;fk; -ney;iy n[e;jh
- 12) Kuz; -tre;jFkhud;
- 13) tpgj;J -K. KUNf\;
- 15) i`\$f; ftpifjs; -gj;J ftpifspd; njhFg;G

\$W (myF)–3, yf;fzk;

- 1)KjnyOj;Jfs; 2) rhh;ngOj;Jfs; 3) nkhop Kjy; vOj;Jfs; 4) nkhop ,Wjp vOj;Jfs; 5) GJf;ftpijapy; gbkk; FwpaPL

\$W(myF)–4 ,yf;fpa tuyhWk; gad;ghl;L jkpOk;

m) ,yf;fpa tuyhW:-

- 1.GJf;ftpijapd; Njhw;wKk; tsh;r;rpAk 2) ,Ugjhk; Ehw;whz;by; kuGf; ftpij

M) gad;ghl;Lj; jkpo;

- 1)kuGg; gpiio ePf;Fjy; 2) gpwnkhopr; nrhw;fis ePf;Fjy 3) gpiioaw;w njhliuj; Njh;e;njLj;jy;

\$W (myF)–5 ehlfk;

FWehlfq;fs;- NrJgjp

- 1) nksdj;jpd; Funyhd;W 2) itifapy; nts;sk; tUk; 3) ePNajhd; ,e;j gpugQ;rk;

- 4) md;gpd; nka; 5) nja;tk; eP vd;Wzh;

நூல்கள்

இக்காலக்கவிதையும் நாடகமும் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு மதுரை

B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
Code:12BSCITL12	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

Objectives:

- 13) To expose students to functional aspects of English language.
- 14) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 15) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame Sans Merci - John Keats

UNIT: III SHORT STORY

9. Astrologers Day
10. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing, Letter writing

TEXT PRESCRIBED:

- 18) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 19) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 20) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 21) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	Principles of Information Technology	6 hrs week
Code: 15BSCITC11		Credits: 4

OBJECTIVES:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable the students to understand the architecture of the information system.

Unit I

Introduction: Types of computers – Characteristics of computer – Classification of Digital Computer System – Anatomy of Computer: Central Processing unit – Memory – How the CPU and Memory work.

Unit II

Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages – Peripheral devices: Memory Mapped I/O – I/O Instruction – Memory catch – Number systems: Binary Number System– Decimal Number System – Complements – Addition – Subtraction.

Unit III

Memory Unit: Primary: RAM – ROM – PROM – EPROM – EEPROM – Secondary: Magnetic tape – Hard disk – Floppy disk – CD-ROM – Input Devices: Keyboard – Mouse – Trackball – Joystick – MICR – OCR – OMR –BCR – Touch Screen – Scanner

Unit IV

Output Devices: Monitor – Characteristics of Monitor – Video standards – Printers – Plotters – Operating System: Utilities – Compilers – Interpreters – Word Processor – Spread sheets – Presentation Graphics – DBMS – Image Processor – Function of OS – Classification of OS.

Unit V

Introduction: information systems – software and data – IT in Business and Industry – IT in the Home and at Play – IT in education and Training – IT in Entertainment and the Arts – IT in science; Engineering and Mathematics – Computers in Hiding.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Catheleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	Office Automation	6 hrs week
Code: 15BSCITC12	Lab	Credits: 4

Objectives:

1. To understand the basic concept of MS-Office.
2. To become familiar in MS-Office.
3. To compare produce MS-Office.

List of Programs:

1. To create an advertisement.
2. To create a Bio-data.
3. To design the student mark list using tables.
4. To send a letters for 10 members using mail merge.
5. To use find and replace options.
6. To create a chart for student mark list.
7. To create table for Pay bill creation.
8. To design the table using Format Menu.
9. To create a slide show for Image using power point.
10. To create a slide show using add effects.

B.Sc (IT) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	Mathematical Foundations	4 hrs week
Code: 15BSCITA11		Credits: 5

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples , Union, Intersection of a Set : Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function : inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction : Definitions and examples – Connectives :Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples : Elementary Transformation : Types of Matrices-Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph-sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices-connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chantrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

1. Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
2. Norman Biggs, Discrete mathematics, Oxford University Press, 2002.
3. A.K. Vashisth, Modern Algebra, Arise Publishers and distributors, 1st Edition, 2008.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100
Semester – I	Introduction to	Int: 25 Ext: 75
Code: 15BSCITN11	Information	2 hrs week
	Technology	Credits: 2

Objectives:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

Unit I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

Unit II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

Unit III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

Unit IV

Input Devices: Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Classification of monitors – Characteristics of monitor – Printer – Plotter – Sound cards & Speakers.

Unit V

Software: Introduction – User Interface – Application Programs – Operating System: Introduction, Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages and types – Compilers & Interpreters – Process of compilation.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing, 1999.

B.Sc (IT) I Year	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester –II		
Code: 15BSCITL21	fij ,yf;fpaKk; ciueilAk; Novel and Prose	Hrs:6 / week Credit: 3

நோக்கம்

கதை இலக்கியமும் உரைநடையும்; சிறுகதை மற்றும் புதினத்தின் போக்கையும் கட்டுரைகளையும் விளக்குவதோடு தமிழ் இலக்கிய வரலாற்றையும் தமிழ் இலக்கணத்தையும் பயன்பாட்டுத் தமிழையும் விளக்குதல்

\$W (myF)–1 rpWfij kw;Wk; fl;Liuj; njhFg;G

rpWfij :

- 21) kp\pd; Afk; - Gjkg;gpj;jd;
- 22) cz;ikf;fij - F.g. ,uh[Nfhghyd;
- 23) fbjKk; fz;zPUk - fy;fp
- 24) ehw;fhyp - fp. ,uh[ehuhazd;
- 25) gspr;rp - nfh.kh. Nfhjz;lk;
- 26) k[;Dhd; - kPuhd; ikjPd;
- 27) fdTg;gwit - nrhy; tpyq;Fk; ngUkhs;
- 28) gpQ;RfSk; NghhpLk; - Nkyhz;ik nghd;Drhkp
- 29) epue;jukw;w epoy; - eph;kyh ngUkhs;
- 30) Kfk; - khj;jis NrhK

ciueil : fl;Liuj; njhFg;G :

- 17) tPur;Rit - e.K. Ntq;flrhkp ehl;lhh;
- 18) Foe;ij uhK - t.uh.
- 19) tho;f;ifAk; ituhf;fpaKk; - uh.gp. NrJg;gps;is
- 20) ,e;jpa nkhopfspy; jkpo; kzk; - nj. ngh. kPdhl;rp Re;juk;

- 21) tho;thq;F - t.Rg. khzpf;fk;
 22) ftpijf;fiy - m.r. Qhdrk;ge;jd;
 23) ,isQh;fNs vOr;rpnfhs;Sq;fs; - jkpoz;zy;
 24) Gbg;gJ vg;gb? - k. jpUkiy

\$W (myF)–2 Gjpdk;

Mj;jq;fiu Xuk; - nt. ,iwad;G

\$W (myF)–3

,yf;fzk; ehd;F tifr; nrhw;fs; - tpdh> tpil tiffs;>Ntw;Wikfs; - njhiffs; - Ntw;Wikj; njhif>tpdhj;
 njhif> gz;Gj; njhif> ctikj; njhif>ck;ikj; njhif> md;nkhopj; njhif

\$W (myF)–4 gad;ghl;L ,yf;fzk;

njhlUK; njhlh;Gk; mwpjy; - gphpj;J vOJjy; - nghUe;jhr; nrhy;iyf; fz;lwpjy; - t*Tr; nrhw;fis
 ePf;fpa njhliuf; Fwpg;gpLjy; - mfu thpirg;gb nrhw;fisr; rPh; nra;jy; - Nth;r;nrhy;iyj; Njh;T
 nra;jy; - vt;tif thf;fpak; vdf; fz;L vOJjy; - nrhw;fis xOq;F gLj;jp nrhw;nwhluhf;Fjy; - Mq;fpyr;
 nrhy;Yf;F Neuhd jkpo;r; nrhy; mwpjy;.

\$W (myF)–5 ,yf;fpa tuyhW

m. rpWfijapd; Njhw;wKk; tsh;r;rpAk;

M. ciueil ,yf;fpa tuyhW

Ehy;fs;:

1) rpWfij kw;Wk; fl;Liu; njhFg;g> gy;fiyf; fof ntspaPL>

kliu fhkuhrh; gy;fiyf;fofk;> kliu – 625 021.

2) Gjpdk; - Mj;jq;fiu Xuk; - nt. ,iwad;G

epA+ nrQ;Rhp Gf; `T]; (gp) ypl;.> 41-gp> rpl;Nfh ,d;];l;hpay; v];Nll;>

mk;gj;J}h;> nrd;id – 600 098.

B.Sc (IT) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 15BSCITL22	Prose, Poetry, Short Stories, Grammar & Composition	6 hrs week
		Credits: 3

OBJECTIVES:

- 13) To introduce them to a few classics in English poetry
 14) To develop their writing skills.
 15) To give ample practice in grammar.

UNIT: I PROSE

- 5) The Gift of the Magi - O.Henry.

UNIT: II POETRY

1. The quality of mercy- Shakespeare
 2. Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

5. Refund-F fitz karinthy
 6. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 17) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 18) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 19) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories)Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 20) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	Programming in C &C++	6 hrs week
Code: 15BSCITC21		Credits: 4

Objectives:

1. To understand the basic concept of object oriented concept.
2. To become familiar in object oriented programming.
3. To compare procedure oriented and object oriented programming.

Unit I

C tokens-constants-variables-data type-declaring and defining the variables, constants-Types of operator-expression and evaluations-operator precedence-managing input and output.

Unit II

Decision making, branching and looping: if-if else-nesting if else-else if ladder-switch-ternary-goto statement-while-do-for statement.

Unit III

Array, Character array and string: one-dimensional array-two dimensional array-multi dimensional array-string variable-reading, writing strings-string handling function

Unit IV

Principles of Object Oriented Programming (OOP) -Basic Concepts of OOP - Applications of OOPS-. Introduction to Structures in C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference – Recursive & Inline Function - Function Overloading -Friend and Virtual functions.

Unit V

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading - Operator Overloading and type Conversions. **Text book:**

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi, 2002.

Reference book:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill, New Delhi, 2003.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.

3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 2nd Edition, Addison Wesley Ltd, 2004.

B.Sc (IT) I Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	C & C++ Lab	6 hrs week
Code: 15BSCITC22		Credits: 4

Objectives:

1. To understand the concepts of C++ programming.
2. To become familiar in object oriented programming.
3. To develop programming skills in C++.

List of Programs:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci number
4. To check if a number is Prime Number or not
5. To Sort an Array
6. To reverse a given string and check if it is a palindrome
7. To multiply two Matrices
8. To prepare Mark Sheet- Structure
9. To perform inventory calculations- Structure
10. To prepare Mark Sheet –File
11. To perform area calculation using functions overloading.
12. To calculate volume of different shapes (3) using function overloading.
13. To perform string manipulation (three different types) using function overloading.
15. To perform arithmetic calculation (three) using functions overloading.
15. To swap two values between two classes objects using friend function.
16. To find minimum of two numbers between two class objects using friend function.
17. To find the sum of two matrices, use class and objects.
18. To overload unary minus operator which changes sign of given vector (3 elements).
19. To overload binary + operator this adds two complex numbers
20. To overload relational operator = = to compare two strings.

B.Sc (IT) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	Micro Processor	4 hrs week
Code: 15BSCITA21		Credits: 5

Objectives:

1. To understand basics of microprocessors.
2. To become familiar with different types of Microprocessors.
3. To understand the Importance of Microprocessor.

Unit I

Fundamentals of Microprocessor: Internal Architecture – Address bus – Data bus – Control Lines – Inside EU – Inside BIU – Memory – Timing – Wait States – Fetch & Execute Cycle. Introduction to Programming: Assembly Language programming – Assembler Directives

Unit II

8086/8088 Instruction set – Program Structure – Subroutines –Creating programs. The Basic Microcomputer System: Microprocessor Subsystem – 8088/8086 Pin Configuration – MAX mode – MPU timing – The Bus Subsystem – 8288(Bus controller),

Unit III

Memory Subsystem – ROM - Address Decoding – BIOS and System ROMs – RAM Organization – DMA Controller – I/O subsystem – 8255 (PPI) – 8259 (PIC) – 8253 (PIT).

Unit IV

Microcomputer System Peripherals : Memory Peripherals Introduction – Digital Magnetic Recording – Floppy Disk Subsystem – I/O Peripherals Introduction – Keyboards – Video displays – The CRT-IBM PC Display Adapters – Printers – Interface standards – Modems and acoustic couplers.

Unit V

Advanced Microprocessor and Test Equipments: PS/2 System Processors 8086– Test Equipments – Logic Probs and Pulsers – Meters – Oscilloscopes – Logic Analyzers – Power Line Monitors.

Text book:

1. Stuart M.Asser, Vincent J.Stigliano, Richard F.Bahranburg, Microcomputer Servicing Practical Systems and Troubleshooting, Merrill Publishing Company – 1994.

Reference book:

1. Douglas V.Hall, Microprocessor and Interfacing: Programming and Hardware, McGrew Hill, 2002.
2. John Uffenbeck, The 8086/8088 Family- Design, Programming, and Interfacing, Prentice Hall of India Pvt Ltd, 1997.
3. Barry B.Brey, The INTEL Microprocessors-Architecture, Programming and Interfacing, Pearson Education Pvt Ltd, 2004.

B.Sc (IT) I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	HTML Programming	2 hrs week
Code: 15BSCITN21		Credits: 2

Objectives:

1. To enrich the knowledge about HTML.
2. To enrich the knowledge about Web Designing
3. To enrich the knowledge about Forms.

Unit I

OVERVIEW OF HTML – Structure of a HTML Program – HEAD tag – BODY tag- Paragraph tag – Formatting tags (Bold-Underline-italic-strike thru-superscript-subscript).

Unit II

LISTS - Ordered list and unordered list – Marquee tag – Ruler tag – Font tag – Data Definition tag.

Unit III

TABLES – TABLE building tags and attributes of table – Table tag – Table header tag – Table row tag – Table data tag – Row span – Column span.

Unit IV

LINKS – Linking pages using anchor tag – attributes of anchor tag – image tag and its attributes – Frame tag.

Unit V

FORMS – Form tag – Input tag – Types – Text, radio, button, check, and password – Sample – Web page creation.

Text book:

1. Sybex, HTML Complete, 2nd Edition, BPB Publications, 2004.

Reference book:

1. Tim Berners-Lee, Information Management: A Proposal, CERN Publications, 1990.
2. Steven Champeon, David S.Fox, Building Dynamic HTML GUIs, John Wiley & Sons, 2004.
3. Elizabeth Castro, Html for World Wide Web, 3rd Edition, Peach pit Press, 1998.

B.Sc (IT) II Year		Max Marks
Semester –III	jkpo; jhs;	100
Code:15BSCITL31	,ilf;fhy ,yf;fpak Medivivel Literature	Int: 25 Ext: 75
		6 Hrs week Credits: 3

நோக்கம்;தாள்கள்3-

இடைக்கால இலக்கியம் ;காப்பிய இலக்கியம்,பக்தி இலக்கியம், சிற்றிலக்கியம் ஆகியவற்றை விளக்குவதோடு தமிழ் இலக்கணத்தில் அணிகளையும் பா வகைகளையும் விளக்கி மாணவர்களை கடிதங்கள் நேர்காணல் துணுக்குகள் பத்திரிக்கை செய்திகள் போன்றவற்றை எழுதவைத்தல்

\$W (myF)–1 (m) fhg;gpa ,yf;fpak;

- 1) rpyg;gjpfhuk; -milf;fyf; fhij (100 mbfs;)
- 2) rPtf rpe;jhkzp -RukQ;rhpahh; ,yk;gfk(20 ghly;fs;)
- 3) nghpaGuhzk; -jpUehisg; Nghthh; Guhzk (20 ghly;fs;)
- 4) fk;guhkhazk; -ifNfap R+o;tpidg;gly(25 ghly;fs;)
- 5) ,NaR fhtpak; -kiyg; nghopT (10 ghly;fs;)
- 6) egpfs; ehaf; fhtpak; -glyk; 3:11 ghly;fs;

\$W (myF)–2 (M) gf;jp ,yf;fpak;

- 7) Njthuk; -jpUntz;nza; ey;Yhh;g; gjpfk; (5 ghly;fs;)
- 8) jpUthrfk; -nka;Azh;jy; (5 ghly;fs;)
- 9) jpUke;jpuk; -md;Gilik (5 ghly;fs;)
- 10) jpUg;ghit -5 ghRuq;fs;
- 11) fLntspr;rpj;jh; ghly;fs; -Mde;jf;fspg;G (10 ghly;fs;)

\$W (myF)–3 (,) rpw;wpyf;fpak;

- 12) Kj;njhs;shapuk; -5 ghly;fs;
- 13) fypq;fj;Jg; guzp -Nghh; ghbaJ (5 ghly;fs;)
- 15) jpUf;Fw;whyf; FwtQ;rp -kiytsk (5 ghly;fs;)
- 15) Kf;\$lw;gs;S -kiof;Fwp nts;sk; (5 ghly;fs;)

\$W (myF)–4 ,yf;fzk;

- mzpf; -ctik-cUtfk;-gpwpJnkhopjy; jw;FwpNgw;wk;- tQ;rgGfo;r;rp- rpNyil mzp -Ntw;Wik mzp
- 2) gh tiffs; 3) fbjq;fs; tiujy;-tpz;zg;gk; Gfhh;f; fbjk; ghuhl;Lf; fbjk;
 - 4) gilg;ghw;wy;- gj;jphpf;ifr; nra;jp vOJjy; Neh;fhzy; vOJjy; JZf;Ffs; vOJjy;

\$W (myF)–5 ,yf;fpa tuyhW

- m. fhg;gpa ,yf;fpa tuyhW
M. rpw;wpyf;fpa tuyhW
. . gf;jp ,yf;fpa tuyhW

நூல்கள்

இடைக்கால இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc (IT) II Year	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, Poetry, Short Stories, Grammar & Composition	6 Hrs week
Code:15BSCITL32		Credits: 3

OBJECTIVES:

7. To introduce the functional grammar to the students.
8. To expose creative writing to the students.
9. To enhance students' communication skills.

UNIT: I PROSE

- 5) University days – James Thurber
- 6) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 5) Night of the scorpion-Nissim Ezekiel
- 6) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 5) Karma-Kushwant Singh
- 6) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 9) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
 - 10) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
 - 11) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	Database Management System	5 hrs week
Code:15BSCITC31		Credits: 4

Objectives:

1. To know about Database concepts.
2. To become familiar with Database tools and their applications.
3. To enable to understand the Database Architecture.

Unit I

Data, Information and Information Processing: Definition – History – Quality of Information – Information Processing - Secondary Storage devices: Advantages – Magnetic tape – Magnetic Disk – Optical Disk.

Unit II

Introduction to Database Management Systems: Characteristics of Database – DBMS – Types of DBMS – Hierarchical Model - Network Model - Relational Model – Object Oriented Model.

Unit III

Introduction to SDLC: Software Development Life Cycle phases - Database Development Cycle (DDLC) – Database Lifecycle Model – Practical approach to Database Design – Introduction to Relational Database Management System.

Unit IV

Database architecture and data modeling: Conceptual, Physical and Logical database models – Database Design constraints – Functional Dependencies - Entity -Relationship (E-R) Modeling – Modeling symbols.

Unit V

Data Normalization: 1NF – 2NF – 3NF – BCNF - Relational Algebra and Relational Calculus: Algebra operations – Relational calculus – Backup and Recovery: Database Backup – Recovery facilities – Recovery techniques.

Text book:

1. Alexis Leon & Mathews Leon, Database Management Systems, Leon Vikas Publishing, Chennai, 2002.

Reference book:

1. Raghu Ramakrishnan & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition, 2000.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia, 2001.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, DatabaseSystemConcepts, McGraw Hill International Edition, 1997.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – III	DBMS Lab	5 hrs week
Code: 15BSCITC32		Credit: 4

Objectives:

1. To know about database concepts.
2. To enable the students to write PL/SQL programs.
3. To enable to understand the SQL Queries.

List of Programs:

SQL Queries:

1. Interfacing with Database systems-SQL-DML Command Querying the Database
2. Creation of Database Using Integrity constraints and Making Queries.
3. Learning Built in Commands and Functions.
4. Conversion functions, miscellaneous functions and groups functions.
5. Processing of sub Queries.

PL/SQL:

1. Program using Iterative controls and Sequence Controls.
2. Program using Exception Handling
3. Program using Implicit Cursors and Explicit Cursors.
4. Application development programs like Payroll, EB bill report generation, students Details.
5. Program to join the tables.
6. Programming with Triggers.

B.Sc (IT) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	Operational Research	4 hrs week
Code: 15BSCITA31		Credits: 5

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

Unit I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

Unit II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

Unit III

Solving the Linear Programming Problem with more than two variables: Simplex method - Computational procedure – Algorithm: General solution, Unbounded solution: Alternative Solution of LPP

Unit IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

Unit V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference book:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University Press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (IT) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	Basic Internet Programming Lab	2 hrs week
Code: 15BSCITS31		Credits: 2

Objectives:

1. To understand the basic concept of HTML & PHP.
2. To become familiar in PHP.
3. To become familiar with HTML & PHP

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for PHP using For Loop.
8. Write a program for PHP using While Loop.
9. Write a program for PHP using Break Statement.
10. Write a program for PHP using continue Statement.
11. Write a program for PHP using Function

12. Write a program for PHP Time Alert Box.
13. How to print the PHP Dialog Box?
15. Write a Program for PHP String Function.
15. Write a Program for PHP Math Function.

,uz;lkhkz;L – ehd;fhk; gUtk;	jkpo; jhs; 4.4	kjpg;ngz; 75 mfkjpg;ngz; 25
Code:15BSCITL41	rq;f ,yf;fpak;	Neuk; 6 k/th. fpnubl; 3

நோக்கம்

சங்க இலக்கியம்; எட்டுத்தொகையையும், நீதி இலக்கியத்தையும் தமிழ் இலக்கணத்தையும் விளக்குவதோடு புத்தக மதிப்புரை எழுதுவது எப்படி என்பதையும் திரைப்பட விமர்சனம் மற்றும் கவிதை எழுதுவதையும் கற்று தருதல்.

\$W (myF)–1 vl;Lj; njhif

- 1) ew;wpiz -ghly; vz; 1> 16> 22 (3 ghly;fs;)
- 2) Few;njhif -ghly; vz; 7> 8> 27> 44> 69 (5 ghly;fs;)
- 3) lq;FW EhW -Gwtzpg;gJ (5 ghly;fs;)
- 4) gjpw;Wg; gj;J-ghly; vz; 4> 7> 9 (3 ghly;fs;)
- 5) fypj;njhif -1> 6> 9> 11 (4 ghly;fs;)
- 6) mfehDhW - 122> 127> 170 (3 ghly;fs;)
- 7) GwehDhW - 8> 9> 74> 100> 109 (5 ghly;fs;)
- 8) gj;Jg;ghl;L - Ky;iyg; ghl;L KOTjk;

\$W (myF)–2 ePjp ,yf;fpaq;fs;

- 1) jpUf;Fws; -nra;e;ed;wpajy (mjpfhuk; 11) fhykwpjy; (mjpfhuk; 49) Fwpg;gwpjy; (mjpfhuk; 71)
- 2) gonkhop ehDhW- 2> 5> 7> 8> 10
- 3) jphpfLfk;- 41> 42> 47> 60
- 4) rpW gQ;r %yk;- 33> 34> 35> 50> 65
- 5) ,dpait ehw;gJ- 5 ghly;fs;
- 6) ,d;dh ehw;gJ - 5 ghly;fs;

\$W (myF)–3 ,yf;fzk;

mfg;ngHUs;-mfj;jpizfs; Gwg;ngHUs; \$W (myF)–4 gilg;ghw;wy; -Gj;jf kjpg;Giu jkpo;j; jpiug;gl tpkh;rdk;

\$W (myF)–5 ,yf;fpa tuyhW -10

m. gj;Jg; ghl;L
M. vl;Lj; njhif
. . gjpnzd; fPo;f;fzf;F

நூல்கள்

சங்க இலக்கியம் மதுரை காமராசர் பல்கலைக்கழக வெளியீடு
மதுரை

B.Sc (IT) II Year	Part-II – English	Max Marks
Semester –IV		100
Code:15BSCITL42	Novel and English for Competitive Examination	Int: 25 Ext: 75
		6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Visual Programming	5 hrs week
Code: 15BSCITC41		Credits: 4

OBJECTIVES:

1. To develop programming skills in GUI based language Visual Basic.
2. To develop the skills in VB programming.
3. To develop the Graphical usages

Unit I

Starting a new project -The properties of window -Common form properties -Scale properties -Color properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes

Unit II

Statements in Visual Basic --Variables -Data Types - Working with variables - Constants - Input boxes - The format function -Picture boxes -Rich Text Boxes Determine loops - Indeterminate loops -Making decisions -Select case- Nested If-Then's -The Go To -String functions -Numeric functions -Date and Time functions.

Unit III

Function procedures -sub procedures - Using the Object Browser to Navigate among your subprograms -List: One-dimensional arrays - Arrays with more than one dimension -Records (User-Defined Types).

Unit IV

The With statement - Enums -Control arrays- List and Combo Boxes -The Flex grid control - Code Modules: Global Procedures -The Do Events Function and Sub Main -Error Trapping - Creating an Object in Visual Basic -Building your own classes.

Unit V

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses, and Pie Charts. File commands -Sequential files -Random access files - File System Controls.

Text book:

1. Gray Cornell, Visual Basic 6 from the Ground up, Tata McGraw Hill Edition, 1999.

Reference book:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media, 1998.
2. Paul sheriff, Visual Basic, Prentice Hall International, 1999.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press, 2005.

B.Sc (IT) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	VB Lab	5 hrs week
Code: 15BSCITC42		Credits: 4

Objectives:

1. To improve the creativity during Problem solving
2. To understand the basics of VB programming.
3. To develop programming skills in VB.

List of Programs: Program to perform the following String Operations

- a) Reverse the String
 - b) Find out Length of the String
 - c) Concatenating any Two Strings
 - d) To copy and to compare a string
 - e) To find a Sub-string
2. Program to find
 - a) Current Date and Time
 - b) Day of Given date
 3. Program to Design a Digital Clock
 4. Develop a Objective type Online Test
 5. Program to show picture Animation
 6. Program to Create a File Open Dialogue to Load a Picture
 7. Program to Design an Ordinary Calculator
 8. Student Mark Sheet processing System
 9. Library Information System
 10. EB Bill Preparation System
 11. Bank Information System
 12. Hospital Information System

B.Sc (IT) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Digital Principles and Applications	4 hrs week
Code: 15BSCITA41		Credits: 5

OBJECTIVES:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

Unit I

Numbers Systems and Discrete Logic: Binary Number – Binary to Decimal – Decimal to Binary – Octal – Hexadecimal – ASCII Code – Excess-3 Code – Gray Code – Transistor inverter – OR Gates – AND Gates – Boolean Algebra – NOR Gates – NAND Gates – Exclusive-OR Gates

Unit II

Circuit Analysis and Design: Boolean Law and Theorems – Sum of Product Method – K-Map Truth Tables – Pairs, Quads, Octets – K-Map Simplification – Don't care – Product of Sum of Methods – Product of Sum Simplifications.

Unit III

Data Processing and Arithmetic Circuits: Multiplexers – Demultiplexers – Decoders - Encoders – Parity Generators – Checkers – Binary Addition – Binary Subtraction – 2's & 1's Complement Representation – Complement Arithmetic – Arithmetic Building Blocks.

Unit IV

Flip- Flops, Clocks and Timers: Flip flops – Types of Flip flops: RS Flip-Flop – D- Flip-flop - JK Flip-Flop – JK Master Slave Flip-Flop – T flip-flop - 555 Schmitt Trigger – 555 Timer Astable Multivibrator

Unit V

Shift Registers and Counters: Types of Registers – Serial in Serial out – Serial in Parallel out – Parallel in Serial out – Parallel in parallel out – Ring Counter – Ripple Counter .

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 4th Edition, Tata McGraw, New Delhi, 2006.

Reference book:

1. Tocci R.J Widmer.N.S. Digital Systems: Principles and Applications, 8th Edition, Pearson Education (Singapore) Pvt Ltd, 2006.
2. S.Salivahanan & S.Arivazhagan, Digital circuits and Design, Vikas Publishing Pvt Ltd, 2000.
3. M.Morris Mano, Digital Logic and computer Design, Prentice Hall, 2006.

B.Sc (IT) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code: 15BSCITS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Multimedia Technology	6 hrs week
Code: 15BSCITC51		Credits: 4

Objectives:

1. To make the students to understand the concept of Multimedia.
2. To understand the concept of Multimedia Techniques.
3. To enrich the knowledge about Multimedia.

Unit I**Introduction:**

Objective-History of Multimedia-Its Market-content copyright-resources for Multimedia Developers-Types of products-Evolution-Hardware Architecture-software Library-Drivers.

Unit II**Text and Graphics:**

Elements of text-Text Data files-Using text in Multimedia Application-Hypertext-Elements of Graphics-Images and Color-Graphics files and Application formats-Obtaining Images for Multimedia use-Using Graphics in Applications.

Unit III**Digital Audio and Video:**

Characteristics of sound and Digital Audio-Digital audio Systems-MIDI-Audio for content-background as Video-Characteristics of Digital Video-Digital Video Data Sizing-video capture and Playback systems-computer animation.

Unit IV

Product Design and Authoring Tools:

Building Blocks-Classes of Products-Content organizational Strategic-story boarding-Multimedia Tool features-categories of Authoring Tools-selecting the Right authoring Paradigm.

Unit V

Multimedia and Internet:

Internet-client/server technology-communications protocol-internet addressing-internet functions-origin of www-HTML and web Authoring-web page browsers-web page development-Multimedia Considerations for Web Pages.

Text book:

1. David Hillman, Multimedia Technology and Applications, Golgotha Publications, 1998.

Reference book:

1. Tay Vaughan, Multimedia Making it Work, Tata McGraw Hill, 1996.
2. Prabhat K. Andleigh, Kiran Thakrar, Multimedia System Design, Prentice Hall, 1986.
3. Satraj Khosafian and A. Brad Baker, Multimedia and Imaging Databases, Morgan Kaufmann, 1966.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Java Programming	6 hrs week
Code: 15BSCITC52		Credits: 4

Objectives:

1. To get the programming knowledge in Java.
2. To understand the concepts of object oriented programming.
3. To understand the concepts of Multithread packages and exceptions.

Unit I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

Unit II

Operators and Expressions: Arithmetic Operators – Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Type conversions - Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR - Jumps in loops- Labeled Loops.

Unit III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – Array- Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes – Interfaces - Visibility control.

Unit IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package -

Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

Unit V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets.

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi, 2002.

Reference book:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, 2006.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.
3. James Gosling, Bill Joy, Guy steele & Gilad Bracha,The Java Specification, 3rd Edition, Addison Wesley, 2005.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	Java Lab	6 hrs week
Code: 15BSCITC53		Credits: 4

Objectives:

1. To improve the creativity during problem solving.
2. To understand the concepts of Java.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – V	Project Work	6 hrs week
Code: 15BSCITC54		Credit: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	Data Structures	2 hrs week
Code: 15BSCITS51		Credits: 2

Objectives:

1. To understand the concepts of Data structures.
2. To understand the concepts of Implementation of Algorithms.
3. To understand the concepts of Algorithms.

Unit I

Introduction – Basic terminology – elements of data organization – data structures – structure operations – Algorithms, complexity, time space tradeoff. Records and Pointers: Linear arrays – representation in memory – traversing linear array – inserting, deleting and sorting.

Unit II

Linked lists – introduction – representation in memory – traversing a linked list – searching a linked list – memory allocation – garbage collection – insertion into a linked list – deletion from a linked list – header linked lists – two way lists, Stacks, Queues.

Unit III

Recursion : Stacks – introduction – array representation of stack – linked representation of stack – arithmetic representation; recursion– towers of Hanoi - implementation of recursive procedures by stacks – queues – linked representation of queue.

Unit IV

Tree: Introduction – binary trees – representation binary trees in memory – traversing binary trees – traversal algorithms using stacks.

Unit V

Graphs and their applications: Introduction – graph theory terminology – sequential representation of graphs; adjacency matrix; path matrix.

Text book:

1. Data Structures, Seymour Lipschutz, Tata McGraw Hill, 2006.

Reference book:

1. Fundamentals of Data Structures, Ellis Horowitz, Sartaj Sahni, Galgotia Publishers 2004.
2. Data Structures and Algorithms, Alfred V. Aho, Jeffery D. Ullman, John E. Hopcroft, Addison Wesley Series, 2002.
3. James Andrew Storer, An introduction to data structures and algorithms, Good luck Publisher, 2002.
4. B000APLJR8

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	System Software	2 hrs week
Code: 15BSCITS52		Credits: 2

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a knowledge about assemblers.
3. To acquire a knowledge about system software.

Unit I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture – RISC Machines: Ultra SPARC Architecture, Power Pc Architecture & Cray T3E Architecture.

Unit II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

Unit III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

Unit IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

Unit V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L.Back& Addison, System Software an Introduction to System Programming, Addison- Wesley Publication, 2003.

Reference book:

1. John J Donovan, System Programming, Tata MC-Grew Hill, 2001.
2. D. M. Dhamdhare, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw-Hill, 1999.
3. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (IT)IIIYear	Skill based	Max Marks 100
Semester – V	Internet Application	2 hrs week
Code: 15BSCITS53	Lab	Credits: 2

Objectives:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

11. Google Search.
12. Create an Email Account.
13. Compose a Mail and Send it to your friend.
14. Attach a document to a mail.
15. Create a Group mail Account.
16. World Wide Web: Search Engines
17. Blog Creation
18. Register your details in job provider sites
19. Read the e papers.
20. Register your details in Alumni sites

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Software Engineering	6 hrs week
Code: 15BSCITC61		Credits: 4

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation.
3. To understand the concepts of Verification and Validation Techniques.

Unit I

Introduction-Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

Unit II

Software Cost Estimation-Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs

Unit III

Software Requirements Definition-The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transistion tables-Finite state mechanisms-Petri nets

Unit IV

Software Design-Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

Unit V

Verification and Validation Techniques-Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects of Software Maintenance – Configuring Management

Text book:

1. Richard E.Fairly, Software Engineering Concepts, McGraw Hill Book Company, 1985.

Reference book:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, McGraw Hill

- International Book Company Edition, 2001.
2. Shoo man, Software Engineering and its Principles, 5th Edition, McGraw Hill International Book Company, 2001.
 3. Ghezzi, Fundamentals of Software Engineering, 2nd Edition, Pearson Education, 2000.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Web Programming Lab	5 hrs week
Code: 15BSCITC62		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
15. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc (IT) III Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Multimedia Lab	5 hrs week
Code: 15BSCITC63		Credit: 4

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.

8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Networks	6 hrs week
Sub: Code: 15BSCITE61		Credit: 5

Objectives:

1. To acquire knowledge of Networks.
2. To understand basics of network.
3. To become familiar with different types & importance of Network layers.

Unit I

Introduction: Uses of Computer Network – Network Hardware : Lan,Wan,Man,wireless networks, home networks, internetworks – Network Software Protocol Hierarchies, design issues for the layers, connection-oriented & connectionless services – Reference Models.

Unit II

The Physical Layer - Guided Transmission Media: – Wireless Transmission: The electro magnetic spectrum, Radio transmission, Microwave transmission, Light wave transmission – Communication Satellites

Unit III

The Data Link Layer: Data Link Layer Design Issues – Error Detection and Correction – Elementary Data Link Protocols – The Channel Allocation Problem: Static channel Allocation & Dynamic channel Allocation– Multiple Access Protocols: ALOHA, CSMA, Collision free protocols.

Unit IV

The Network Layer: Network Layer Design Issues – Routing Algorithms: The Optimality principle Routing, Shortest path Routing, Hierarchical Routing and Broadcast Routing. The Transport Layer: The Transport Service – Elements of Transport Protocols.

Unit V

The Application Layer: DNS – The Domain Name System – Electronic Mail: Architecture & Services, User Agent, Message Format & Transfer, Final Delivery.

Text book:

1. Andrew S. Tanenbaum, Computer Networks, 4th Edition, Pearson Edu, 2006.

Reference book:

1. William Stallings, Data and Computer Communications, Pearson Education, New Delhi 2002.
2. Behrouza Forouzan, Data Communication and Networking, 2nd Edition, Tata McGraw Hill, 2003.
3. G.E.Keiser, Local Area Networks, Tata McGraw Hill, 1989

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	An Introduction to Data Mining	6 hrs week
Code: 13BSCCSE62		Credits: 5

Objectives:

1. To gain an exhaustive knowledge on the fundamentals of Client server computing.
2. To gain knowledge on the fundamentals of Networks.
3. To understand the client server techniques.

Unit I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

Unit II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

Unit III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

Unit IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

Unit V

Server Operating System : Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill, New D Delhi, 1994.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, 2nd Edition, Prentice Hall of India, 1997.

Reference book:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons, 1998.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons, 1997.

3. Robert Orfali, T.Hudson, Dan Harkey, Client/Server Survival Guide, 3rd Edition, John Wiley & Sons, 1999.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Graphics	5 hrs week
Code: 15BSCITE63		Credits: 5

Objectives:

1. To enrich the knowledge of Computer Graphics.
2. To enrich the knowledge in graphics related algorithms.
3. To enrich the knowledge in 3d Concepts.

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 2nd Edition, Prentice Hall of India, C Version, 2007.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, Tata McGraw Hill, 1986.
2. Mitchell Waite, Computer Graphics Primer, 1st Edition, Howard w. Sams & Co, 1979.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University 2003.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Web Design	5 hrs week
Code: 13BSCCSE64		Credits: 5

Objectives:

1. To enable the students to understand the importance of internet and Web designing.
2. To become familiar with HTML
3. To become familiar with JavaScript, VBscript.

Unit I

Web design issues: you don't own the resources – you don't make the rules – designing your application – internet can be unreliable. **HTML:** Body and text commands – basic paragraph text tags – text styles – color values – hyperlinks – images

Unit II

JavaScript and the internet: what is JavaScript – when to use JavaScript – the limitation of java script? JavaScript Language: Embedding JavaScript in Html – variables and literals – expressions and operators – control statements and functions.

Unit III

Fundamentals of objects – Built on Objects and functions – Netscape object – The from Object – windows and frames. JavaScript in internet applications. A From example – Windows Example – Frames example – reading the cookie file.

Unit IV

Servlets- concepts of servlet- servlet-life cycle - request-response.

Unit V

The MsgBox functions – input boxes – controlling the flow or of code – building a home for your code – passing arguments into procedures – where to put procedures – intrinsic Html form controls – The button controls.

Text book:

1. Bob Breedlove et al, Web programming Unleashed, Tata McGraw Hill Publishing, 2002.

Reference book:

1. Glee Harsah Cady and Pat McGregor, Mastering the Internet, BPB, 1998.
2. Bill Evjen&Jason Beres, Visual Basic Programming Bible, Willey Publishing, 2002.
3. Ramesh Nagapan, Rebert Skoczylas&Rima Petal Sriganesh, Developing Java Web Services, Willey Dream Tech India Pvt Ltd, 2005.

B.Sc (IT) III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Desk Top Publishing	2 hrs week
Code: 15BSCITS61		Credits: 2

Objectives:

1. To understand the concept of Ms-Dos.
2. To understand the concept of Photoshop.
3. To understand the Designing concepts.

List of Programs:

1. Create a sample Image.
2. Editing existing image's brightness, made colors and adds edit layer style.
3. Stitch and edit two images into single image using selection tools, Lasso tools, and clone stamp.
4. Use scaling rotation alignment for insert text and image.
5. Add effects to the text.
6. Create a visiting card.
7. Create a beautiful greeting card.
8. Create Advertisement
9. Create Booklet.

SYLLABUS - B.A.English

Academic year 2015-2016

Kjyhk; Mz;L Kjw; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
15BAELL11	,f;fhyf; ftpijAk; rpWfijAk;	6 Hrs week Credits : 3

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- | | | |
|---|---|--------------------------------|
| 1. ghujpahH | - | nts;isj;jhkiu |
| 2. ghujpjhrd; | - | ePq;fNsnrhy;Yq;fs; |
| 3. ftpkzpNjrpftpehafk; | - | Gj;jhpd; mKjnhopfs;(MrpaN[hjp) |
| 4. ehkf;fy; ftpQH ,uhkypq;fk;
gps;is | - | mtDk; mtSk; tpUk;gpaehL |
| 5. gl;Lf;Nfhl;ilfy;ahzRe;juk; -
ghidfs;...(jpiuapirg; ghly;) | - | cyfk; cwq;ifapNy |
| 6. fz;zjhrd; | - | el;G |
| 7. ngUQ;rpj;jdhH
eilapLjk;gp) | - | fdpr;rhW (ehl;ilkyHj;jpl |
| 8. Kbaurd; | - | fy;tpg;gad; |
| 9. ehl;Lg;Gwg;ghly; (jhyhl;L) | - | thdhkhkiyehl;Lg; ghly;fs; |
| 10. ehl;Lg;Gwg;ghly; (xg;ghhp) | - | thdhkhkiyehl;Lg; ghly;fs; |

\$W - 2 GJf;ftpjifs; lf;\$ ftpjifs;

- | | | |
|--------------------|---|---------------------------|
| 11. e.gpr;r%Hj;jp | - | G+f;fhhp |
| 12. ftpQHkPuh | - | mtruf;fhud; |
| 13. K.Nkj;jh | - | ftpg;ghLk; fpuhkk; |
| 14. rpw;gp | - | jz;lid |
| 15. mg;Jy; uFkhd; | - | ,uz;lhk; tUif |
| 16. rpjk;guehjd; | - | epyk; |
| 17. <NuhLjkpod;gd; | - | rpuha;fs; (kpd;kpdpf;fhL) |
| 18. ituKj;J | - | thdk; rpd;dJjhd; |
| 19. fe;jHtd; | - | fpopry;fs; |
| 20. ,uh. kPdhl;rp | - | Mbf; fhw;Nw |
| 21. A+. GfNoe;jp | - | fUk;gyifapy; vOjhjit |
| 22. Gd;difNrJ | - | khw;wq;fs; |
| 23. v];.ghG | - | fz;zPUld; |
| 24. rz;Kfk; rutzd; | - | Jwtpd; ,irf; Fwpg;G |
| 25. lf;\$ ftpjifs; | - | njhFg;G |

\$W - 3 rpWfijfs;

1. GJik;gpj;jd; - xUehs; fope;jj
2. F. mofphprhkp - uh[h te;jpUf;fpwhH
3. jp. [hdfpuhkd; - rj;jpakh
4. mwpQHmz;zh - nrt;thio
5. NrhiyRe;jungUkhs; - ,Ug;G
6. Nkyhz;iknghd;Dr;rhkp - G+
7. nt. ,iwad;G -];jgjp
8. Mz;lhs; gphpajH\pdp - khj;jpiu
9. Fd;wf;Fb fp. rpq;fhutbNty; - jpUkz;jjpy; xUjpUg;gk;
10. itf;fk; KfkJ g\PH - khkuk;
(kiyahsk; nkhopngaHg;G)

\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs;;ty;nyOj;JkpFk; ,lq;fs;;ty;nyOj;Jkpfh ,lq;fs;;nkhopKjy; vOj;Jfs;
-nkhop ,WjpvOj;Jfs;;GJf;ftpijapy; gbkk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

- m)
 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;
 2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij
 3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M) kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpioaw;wnjhliuNjHe;njLj;jy;;
xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk;
nghUj;jkhdngHUs; - nghUj;jkhdnjhlH.

ghl E}y;fs;

1. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kjiufhkuhrHgy;fiyf;fofk;
kjiu- 21
2. rpWfijfs;
gy;fiyf; fofntspaPL
kjiufhkuhrHgy;fiyf;fofk;
kjiu 2

B.A. English I Year	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
Semester – I	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION – I	Hours: 6
Code: 15BAELL12		Credits: 3

OBJECTIVES

1. To expose students to functional aspects of English language.
2. To give them proper perspectives of life, by introducing them to the works of eminent men.
3. To develop their reading skills through reading short stories.

UNIT: I PROSE

1. I have a dream -Martin Luther King

UNIT: II POETRY

1. Daffodils - William Wordsworth
2. La belle dame sans mercy - John Keats

UNIT: III SHORT STORY

1. Astrologers Day - R. K. Narayan
2. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition.
 - a. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
5. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications,
 - a. Madurai.Rs.40/.

B.A. English I Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – I	THE AGE OF SHAKESPEARE AND MILTON	Hours: 6
Code: 15BAELC11		Credits: 4

OBJECTIVES

1. To introduce the students to the English renaissance – the greatest flowering of art in English
2. To create an awareness of the trends in poetry, prose & drama.
3. To introduce the students with the techniques in poetry, prose, drama.

Unit I: Prose

Francis Bacon's Essays -

- i) Of love
- ii) Of Marriage
- iii) Of studies
- iv) Of Ambition

Unit II: Poetry

William Shakespeare -

- (i) Sonnets 18 (Shall I compare thee to a summer's day?)
- (ii) Sonnet 37 (As a decrepit father takes delight)
- (iii) Sonnet 64 (When I have seen by Time's fell hand defaced)
- (iv) Sonnet 116 (Let me not to the marriage of true minds)

Unit III: Poetry

John Milton - Paradise Lost- Book I

Unit IV: Drama

Christopher Marlowe - Dr. Faustus

Unit V: Drama

John Webster - The white devil

Books Recommended:

1. John Milton : Paradise lost book I, Macmillan Publishers Delhi.
2. William Shakespeare : Sonnets , Rupa co publications ,Chennai.
3. Christopher Marlowe : The Tragical History of Doctor Faustus, Macmillan Chennai.
4. John Webster : The white devil, Macmillan Chennai.
5. F.G. Selby Ed: Selections from Bacon’s Essays, The Macmillan Company of India, Chennai.

B.A. English I Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – I	MODERN ENGLISH GRAMMAR AND USAGE	Hours: 6
Code: 15BAELC12		Credits: 4

OBJECTIVES:

1. To give students proficiency in the basics of English Grammar.
2. To train students in functional grammar.
3. To train students in the correct usage of the English language.

UNIT I

Parts of Speech, Nouns – its classifications – Number, Gender & Case – the functions of noun, Dummy subjects, Pronouns- kinds of Pronouns & their usage, Verbs – Main verbs & Auxiliary verbs, Transitive & Intransitive verbs.

UNIT II

Tenses & their usage, Moods, Concord, Modals, Participles & Gerunds, Conjunctions, Linkers – Lexical Linkers & Logical Linkers.

UNIT III

Adjectives – kinds of Adjectives & their usage, Determiners, Adverbs – kinds of Adverbs & their usage, Sentence Structures, Kinds of Sentence – Declarative, Imperative, Interrogative & Exclamatory sentences.

UNIT IV

Transformation of Sentences – Active & Passive voices, Direct & Indirect speeches, Degrees of Comparison.

UNIT V

Transformation of Sentences - Simple, Compound, Complex, Phrasal verbs, The use of prepositions, Question tags, Remedial English

BOOKS RECOMMENDED:

1. J.C. Nesfield; English Grammar, Composition & Usages (Revised & Adopted by N.K. Aggarwala & F.T.Wood) New Edition, Macmillan, Chennai Rs.99.75.
2. P. Titus; Remedial English, New Century Book House (P) Ltd, Chennai Rs.75/-
3. Nigel D. Turton; ABC of (common Grammatical Errors, Macmillan, Delhi Rs.225/-
4. A.E. Augustine, K.V. Jospheh; Macmillan Grammar: A Hand Book, Macmillan India Ltd, Chennai.

B.A. English I Year	ALLIED SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – I	SOCIAL HISTORY OF ENGLAND	Hours: 4
Code: 15BAELA11		Credits: 5

OBJECTIVES:

1. To introduce the students to the culture and society of England
2. To expose the students to understand the social impact in English literature.
3. To acquaint the students with the social events that contributed to the growth of literature.

UNIT I

Renaissance, Reformation, Dissolution of Monasteries

UNIT II

Civil war, Restoration, Age of Queen Anne

UNIT III

Industrial Revolution, Agrarian Revolution, Humanitarian Movement

UNIT IV

Scientific and Industrial Changes, Chartist Movement, Trade Unionism

UNIT V

Fabian society, Impact of the two World Wars, Britain's role in the Gulf war.

BOOKS RECOMMENDED:

1. Traveyan; English Social History, Orient Longman, Mumbai
2. P.Thailambal; Social History of England, Ennes Publications, Udumalpet.
3. V.D.Maharajan; England Since 1485,S.Chand & Co,New Delhi

4. Dr.A.Shanmugakani: An Introduction to The Social History of England, Vasans PublicationsHouse, Madurai.

B.A. English I Year	NON-MAJOR ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – I	COMMUNICATION ENGLISH – I	Hours: 2
Code: 15BAELN11		Credits: 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the Writing, Speaking and Reference skills of the students
3. To train the students to attain proficiency in the language skills

Unit I Writing Skill

Recruitment correspondence
Letters to Editors & Personal Letters
Note-taking & Note-making

Unit II Speaking Skill- I

Making enquires-at a counter, on the telephone
Speaking in different capacities at a meeting or gathering-summing up discussions
Formal greeting

Unit III Speaking skill-II

Introducing people (guests & acquaintances)
Proposing vote of thanks
Announcing at variety entertainment programmes, sports meets, etc.

Unit IV Reference Skills

Using dictionary, encyclopaedia, thesaurus

Unit V

Dialogue making and Oral Communication

Books Recommended:

1. R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.

3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
5. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

Kjyhk; Mz;L ,uz;lhk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
15BAELL21	,ilf;fhy ,yf;fpaKk; GjpdKk;	Hours-6 Credits-3

.\$W - 1 gf;jp ,yf;fpak;

- | | | |
|---------------------|---|-----------------------------|
| 1. jpUQhdrk;ge;jH | - | Njthuk; 5 ghly;fs; |
| 2. jpUehTf;furH | - | Njthuk; 5 ghly;fs; |
| 3. khzpf;fthrfH | - | jpUthrfk; 4 ghly;fs; |
| 4. jpU%yH | - | jpUke;jpuk; 4ghly;fs; |
| 5. nghpaho;thh; | - | jpUnkhop 6 ghly;fs; |
| 6. Mz;lhs; | - | jpUg;ghit 6 ghly;fs; |
| 7. ek;kho;thH | - | jpUtha;nkhop 5 ghly;fs; |
| 8. ,uhkypq;fts;syhH | - | jpUtUl;gh (Kjy;) 2 ghly;fs; |
| 9. mgpuhkpgl;lH | - | mgpuhkpme;jhjp 2 ghly;fs; |
| 10. rptthf;fpaH | - | 5 ghly;fs; |
| 11. gl;bdj;jhH | - | 5 ghly;fs; |
| 12. gj;jpufphpahH | - | 5 fz;zpf; |

.\$W - 2 rpw;wpyf;fpak;

1. kPdhl;rpmk;ikgps;isj; jkpo;
2. jkpo;tpL}J
3. Kf;\$lw;gs;S
4. ee;jpf;fyk;gfk;
5. fypfj;Jg;guzp
6. jpUFw;whyf; FwtQ;rp

.\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

1. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
2. rpw;wpyf;fpatuyhW
3. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

1. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kjiufhkuhrHgy;fiyf;fofk; kJiu- 21. mk;gj;J}H>nrd;id- 98
MrphpaH - nghd;dPyd;
2. Njly;(Gjpdk;)
epA+ nrQ;RhpGf;

B.A. English I Year	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
SEMESTER – II	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION – II	HOURS: 6
CODE: 15BAELL22		CREDITS: 3

OBJECTIVES:

1. To introduce them to a few classics in English poetry
2. To develop their writing skills.
3. To give ample practice in grammar.

UNIT: I PROSE

1. The Gift of the Magi - O. Henry

UNIT: II POETRY

1. The quality of mercy - William Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

1. Refund - Fritz Karinthy
2. How much land does a man need - Leo Tolstoy

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

B.A. English I Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – II	THE AGE OF DRYDEN AND POPE	Hours: 6
Code: 15BAELC21		Credits: 4

OBJECTIVES:

1. To enable students to get a deep perception and understanding of the Restoration Age and its literature.
2. To inculcate in students an analytical, critical & sensitive approach to Restoration Literature
3. To create in the students an awareness of the trends in poetry, prose, and drama in Restoration Literature

UNIT I PROSE

Addison - (i) His account of his disappointment in love
(ii) The Character of Will Wimble

UNIT II PROSE

Steele - (i) Of the Club
(ii) Sir Roger's Ancestors

UNIT III POETRY

John Dryden - A Song for St Cecilia's Day
John Donne - A Valediction: forbidding mourning

UNIT IV POETRY

Pope - Epistle to Dr. Arbuthnot

UNIT V DRAMA

Goldsmith - She Stoops to Conquer

BOOKS RECOMENDED:

1. Joseph Addison and Steele: The Spectator, Emerald pub, Chennai.
2. Oliver Goldsmith: She Stoops to Conquer, Emerald pub, Chennai.

B.A. English I Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – II	THE AGE OF WORDSWORTH	Hours: 6
Code: 15BAELC22		Credits: 4

OBJECTIVES:

1. To enable students to understand and appreciate the aesthetic, cultural and literary aspects of Literature.
2. To acquaint the learners with the characteristics features of Romantic Poetry, Prose, Drama and Fiction.
3. To enable the students to have a comprehensive idea of Romantic Age.

UNIT I PROSE

Charles Lamb - (i) Dream Children
(ii) Dissertation Upon Roasted Pig

UNIT II PROSE

William Hazlitt - On Going a Journey

UNIT III POETRY

William Wordsworth - Ode on Intimations of Immortality
John Keats - Ode on a Grecian Urn
Shelly - Ode to a Skylark

UNIT IV POETRY

Coleridge - Kubla Khan
Robert Burns - The Red Red Rose
Thomas Gray - Elegy written in the Country Churchyard

UNIT V FICTION

Jane Austen - Emma

BOOKS RECOMMENDED:

1. K.G.Seshadri: Selected Essays of Charles Lamb. Macmillan, Chennai.
2. Jane Austen: Emma, Macmillan, Chennai.

B.A. English I Year	ALLIED SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – II	LITERARY FORMS	Hours: 4
Code: 15BAELA21		Credits: 5

OBJECTIVES:

1. To provide an understanding of the different genres.
2. To highlight the different subdivisions of each genre.
3. To enable learners to acquire adequate knowledge in the techniques of different genres.

UNIT I POETRY

What is poetry? Genres in Poetry: Lyric, Ode, Sonnet, Elegy, Epic, Mock epic, Ballad, Satire

UNIT II DRAMA

Tragedy, Comedy, Tragic- Comedy, Masque, One act play, Chorus, Soliloquy, Melodrama, Aside, Absurd Drama, Farce.

UNIT III FICTION

Historical Novels, Epistolary Novel, Psychological Novels, Domestic Novels, Regional Novels, Picaresque Novels, Stream of Consciousness Novels, Science Fiction.

UNIT IV ESSAY

Aphoristic Essay, Personal Essay, Periodical Essay, Twentieth century essays

UNIT V FIGURES OF SPEECH

Simile, Metaphor, Fable, Parable, Allegory, Personification, Metonymy, Synecdoche, Transferred Epithet, Euphemism, Climax, Anticlimax, Rhetorical Question, Hyperbole, Exclamation, Antithesis, Alliteration, Onomatopoeia.

BOOKS RECOMMENDED:

1. Rees R.J, English Literature: An introduction for Foreign Readers, Macmillan, New Delhi.
2. Prasad B.A, Background to the study of English Literature, Macmillan, Chennai.
3. W.H. Hudson, - An Introduction to the study of Literature, B.I. Publications, Chennai.
4. K.R. Ramachandran Nair, Literary Forms, Emerald Publishers, Chennai.

B.A. English I Year	NON-MAJOR ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – II	COMMUNICATIVE ENGLISH – II	Hours: 2
Code: 15BAELN21		Credits: 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the writing, speaking and reference skills of the students
3. To train the students to attain proficiency in the language skills

UNIT I WRITING SKILLS-I

Diary
Essay
Enquires, orders
Complaints & Replies

UNIT II WRITING SKILLS-II

Summary
E-mail& Fax
Mechanics of Writing: Spelling Rules

UNIT III SPEAKING SKILLS

Accepting & refusing politely, disagreeing politely
Courtesy in personal communication

UNIT IV

Interviews
Reporting

UNIT V

Public Speeches – Welcome Address & Vote of Thanks

BOOKS RECOMMENDED:

1. R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi.
5. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi

,uz;lhk; Mz;L %d;whk; gUtk;	jkpo; jhs;	kjpg;ngz; 75 mfkjpg;ngz; 25
15BAELL31	fhg;gpa ,yf;fpaKk; ehlfKk;	6 HOURS 3 CREDITS

\$W - 1 fhg;gpa ,yf;fpak;

1. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
2. kzpNkfiy -Japy; vOg;gpafhij
3. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

4. fk;guhkhazk; - Ffg;glyk;
5. Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
6. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; - fJP[h fsTfz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;

mk;gj;J}H>nrd;id- 98

\$W - 4 jkpo; ,yf;fzk; - mzp>gh tiffs;

1. ctikazp
2. cUtmzp
3. gpwpJnkhopjy; mzp
4. jw;Fwpg;Ngw;wmzp
5. caHTetpw;rpmzp
6. rpNyilmzp
7. tQ;rg; Gfo;r;rpmzp

\$W - 5 jkpo; ,yf;fpatuyhW

1. fhg:gpa ,yf;fpatusyhW
2. ehlf ,yf;fpatusyhW

B.A. English II Year	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
Semester – III	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION – III	Hours: 6
Code: 15BAELL32		Credits: 3

OBJECTIVES:

1. To introduce the functional grammar to the students.
2. To expose creative writing to the students.
3. To enhance students' communication skills.

UNIT: I PROSE

1. University days – James Thurber
2. Wings Of Fire – Dr A.P.J Abdul kalam

UNIT: II POETRY

1. Night of the scorpion – Nissim Ezekiel
2. Where the mind is without fear – Tagore

UNIT: III SHORT STORIES

1. Karma – Kushwant Singh
2. Two gentle men of Verona – A. J. Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making, Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

1. Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
2. G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
3. Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
4. K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.A. English II Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – III	FICTION	Hours: 6
Code: 15BAELC31		Credits: 4

OBJECTIVES:

1. To provide an understanding of the genre – Fiction.
2. To inculcate a critical, aesthetic and sensitive approach of various novelists.
3. To acquaint the learners with the characteristic features of novel.

Unit I

Charles Dickens - A Tale of Two Cities

Unit II

George Eliot - Silas Marner

Unit III

Thomas Hardy - Far from the Madding Crowd

Unit IV

Jonathan Swift - Gulliver's Travels (I, II)

Unit V

H.G.Wells - The Invisible Man

Books Recommended:

1. Charles Dickens: A Tale of Two Cities, Macmillan , Chennai
2. Thomas Hardy: Far From the Madding Crowd, Rupa co publications, Chennai.
3. George Eliot: Silas Marner, Lakshmi Narain Agarwal, Agra.
4. Jonathan Swift: Gulliver's Travels, Rohan Book Company, Delhi.
5. H.G.Wells: The Invisible Man, Emerald Publishers, Chennai.

B.A. English II Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – III	THE AGE OF TENNYSON	Hours: 6
Code: 15BAELC32		Credits: 4

OJECTIVES:

1. To foster a deep perception and understanding of the Victorian Age and the literature of the age.
2. To familiarize students with the different genres of Victorian literature
3. To inculcate a critical, aesthetic and sensitive approach of Victorian literature.

Unit I Prose

Newman - The Idea Of A University

Unit II Poetry

Lord Tennyson - Tithonus
Robert Browning - My Last Duchess
Mathew Arnold - Dover Beach

Unit III Poetry

D.G.Rossetti - The Blessed Damozel
Elizabeth Barret Browning's - "A Song for the Ragged Schools of London"

Unit IV Drama

Oscar Wilde - The Importance of Being Earnest

Unit V Fiction

Charlotte Bronte - Jane Eyre

Books Recommended:

1. Ed Dr.Satchidhanandham : Six English Poets, Macmillan, Madurai.
2. John Ruskin: Sesame and Lilies, K.N.Khandelwal Pub, Agra
3. Oscar Wilde: The Importance of Being Earnest, Lakshmi Narain Agarwal, Agra
4. Charlotte Bronte: Jane Eyre, Macmillan, Delhi.

B.A. English II Year	ALLIED SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – III	HISTORY OF ENGLISH LITERATURE	Hours: 4
Code: 15BAELA31		Credits: 5

OBJECTIVES:

1. To expose the students with the background of English literature.
2. To acquaint students to the chronological development of English literature.
3. To enable students to understand the English thought, culture and history reflected in the study of English literature

UNIT I

Age of Chaucer - From Chaucer to Tottel's Miscellany

UNIT II

Age of Shakespeare - Verse, Drama

UNIT III

Age of Milton - Other poets and writers
Age of Dryden - Verse, Prose & Drama
Age of Pope - Verse, Prose & Drama
Age of Johnson - General Prose, Novel, Verse

UNIT IV

Age of Wordsworth - The Older Poets, the Younger Poets, General Prose,
Novel

Age of Tennyson - Verse, General Prose, Novel

UNIT V

Age of Hardy, Present Age

BOOKS RECOMMENDED:

1. Hudson: An Outline History of English Literature, B.I. Publications, Madras
2. K.R. Ramachandran Nair : The History of English Literature, Emerald Publishers, Chennai
3. Dr. A. Shanmugakani : A History of English Literature, Vasans Publications, Madurai

B.A. English II Year	SKILL BASED	Max: 100 Int.: 25 Ext.: 75
Semester – III	COMMUNICATION SKILLS – I	Hours: 2
Code: 15BAELS31		Credits: 2

OBJECTIVES

1. To develop the communication skills
2. To acquaint the students with the modes of communication.
3. To promote the oral communication of the students.

Unit I

Languages and communication
Non-verbal communication

Unit II

Communication in organizations
Dyadic communication

Unit III

Meetings
Seminars and conferences

Unit IV

Group discussions
Audio Visual Aids

Unit V

Format Reports, Style

Books Recommended:

1. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai.

B.A. Eng II Year	VALUE EDUCATION	Max Marks 100
Semester III		Int: 40 Ext: 60
Code: 15 BAELV31		2 hrs week
		Credits: 2

Objectives:

1. To impart the basic value system in life.
2. To inculcate traditional values
3. To make the students inculcate values from Indian Leaders.

Unit I:

Value: Definition, Meaning, Concept, Types of Values.

Value Education: Its Purpose and significance in the present world.

Value System : The role of culture and civilization.

Unit II:

Family Values: Components, Structure and responsibilities of family in value formation.

Unit III

Social Values : Social sense and commitment, students and politics, social awareness and responsibilities, consumer rights and awareness.

Unit IV

Social problems: Beggary, Child labour, child marriage, child abuse, trafficking, corruption, sexual harassment, domestic violence, dowry.

Unit V

Values from Indian Leaders: Sri Ramakrishna Paramahansa, Swami Vivekananda, Anni Besant, Mahatma Gandhi, Pandit Jawaharlal Nehru, Vinobabave, Ambedkar, Kamaraj, EVR.

Reference:

1. Awakening Indians to India, Chinmayananda Mission, 2003
2. M.G.Chitakra: Education an Human Values, A.P..H.Publishing Corporation, New Delhi,2003
3. Mani Jacob (Ed) Resource Book for Value Education, Institute for Value Education, New Delhi 2002.

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B.A. English II Year	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
Semester – IV	NOVEL AND ENGLISH FOR COMPETITIVE EXAMINATION	Hours: 6
Code: 15BAELL42		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I NOVEL

R. K. Narayan - The English Teacher

UNIT: II VOCABULARY

Synonyms, Antonyms, Prefix, Suffix, Idioms and Phrases (50 nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Conditional clauses, Synthesis of Sentences: Simple, Compound,

Complex, Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Review

TEXT PRESCRIBED:

1. R. K. Narayan, *The English Teacher*. Knopf Doubleday Publishing Group. 2012.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

B.A. English II Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – IV	INDIAN WRITING IN ENGLISH	Hours: 6
Code: 15BAELC41		Credits: 4

OBJECTIVES:

1. To introduce the students to Indian writers in English.
2. To facilitate learning of English through native literature.
3. To expose the students with the themes and techniques of Indian writers.

Unit I Prose

Rabindranath Tagore - The Home Coming

Unit II Poetry

Sarojini Naidu - Indian Weavers
Nissim Ezekiel - Enterprise
K.N.Daruwella - Death of a Bird
Kamala Das - My Grandmother's House
A.K. Ramanujan - River Vaigai

Unit III DramaGirish Karnad - Tughlaq**Unit IV Drama**Vijay Tendulkar - Silence, The court is in Session**Unit V Fiction**Mulraj Anand - Two leaves and a budNayantara Sehgal - Storm in Chandigarh**Short Stories**

Sashi Deshpande - "Why a Robin?"

Arun Joshi - "The Only American from our Village"

Books Recommended:

1. C.N.Srinath, Ed, Indian Verse in English, Macmillan, Chennai.
2. Naik M.K. & Panekar, Mokeshi.S: Perspectives on Indian Drama in English, OUP.
3. Uma Parameswaran: A study of Representative Indo-English Novelists, Vikas, Delhi.
4. B.K.Das : Modern Indian English Poetry. Prakash BookDepot, Bareilly.
5. S.P. Appasamy & C.D Govinda Rao : Indian Prose, Macmillan, Chennai.
6. Girish Karnad: Tughlaq, Macmillan, Chennai.

B.A. English II Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – IV	PHONETICS AND SPOKEN ENGLISH	Hours: 6
15BAELC42		Credits: 4

OBJECTIVES:

1. To familiarize students with the English speech sounds and to develop correct pronunciation of the language.
2. To introduce the students with the phonetic transcription.
3. To improve the writing and spoken skills of students.

Unit I

Air-stream Mechanism
The Organs of speech
The description of speech sounds

Unit II

The Sounds of English: Vowels, Consonants

Unit III

Stress, Accent, Rhythm, Assimilation and Intonation

Unit IV

Phonetic Transcription: Conversation passages for practice

Unit V

Spoken English – In various situations in which dialogues take place

Books Recommended:

1. J.D.O. Connor; Better English Pronunciation, Cambridge University Press, Cambridge.
2. Balasubramanian; A TextBook of English Phonetics, Macmillan, Chennai.
3. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
4. G. Radha Krishna Pillai and k. Rajeevan: Spoken English for You, Emerald Publishers, Chennai.

B.A. English II Year	ALLIED SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – IV	INTRODUCTION TO LITERARY CRITICISM	Hours: 4
Code: 15BAELA41		Credits: 5

OBJECTIVES

1. To introduce the concept of Criticism to the students.
2. To help students develop a Critical perspective.
3. To familiarize students with the important critical movements in English literary criticism.

Unit I

Aristotle - Poetics (Aristotlian Dramatic Theory: Art, Imitation, Hamartia, Catharsis)
Plato - The Republic (Book X)

Unit II

Matthew Arnold - Study of Poetry

Unit III

T. S. Eliot - Tradition and Individual Talent

Unit IV

I.A. Richards - Practical Criticism

Unit V

Wilber Scott - Five Approaches to Literary Criticism

Books Recommended:

1. Bisjadish Prasad, An Introduction to English Criticism, Macmillan, Madras.
2. B.B.Jain :Function of Criticism at the Present Time, Lakshmi Narain Agarwal ,Agra.
3. Wilbur Scott: Five Approaches of Literary Criticism, Collier Macmillan Publications, Delhi.
4. David Daiches: Critical Approches to Literature, Orient Longman, Kolkatta
5. S. Ramasamy & V.S. Sethuraman: The English Critical Tradition: An Anthology of Literary Criticism: VI &II. Macmillan Publications, Chennai.

B.A.Eng II Year	Skill based	Max Marks 100
Semester – IV	GENERAL KNOWLEDGE	Int: 40 Ext: 60
Code:15 BAELS41		0 hrs week
		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

21. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
 22. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
 23. Sura’s year book, Published by Sura College of competition, Chennai.
 24. Manorama year book, 2008 onwards
 25. General knowledge, Published by Madurai Kamaraj University
- a. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – V	SHAKESPEARE	Hours: 6
Code: 15BAELC51		Credits: 4

OBJECTIVE

1. To foster a deep perception and understanding of Shakespeare
2. To enable the students to have a comprehensive idea of Shakespeare
3. To acquaint the students with the themes and techniques in Shakespeare’s play’s

Unit I

Macbeth

Unit II

As You Like It

Unit III

The Winter's Tale

Unit IV

Henry IV – Part I

Unit V

The Elizabethan Theatre and Audience, Fools in Shakespeare, Women in Shakespeare, supernatural elements in Shakespeare.

Books Recommended:

1. G.B. Harrison: *Introducing Shakespeare*; Penguin Books Limited, New York .
2. Irving Ribner: *William Shakespeare: Life, Times and Themes*, Wiley Eastern Ltd., New Delhi.
3. A.C. Bradley: *Shakespearean Tragedy*, OUP.
4. William Shakespeare: Macbeth, Macmillan, NewDelhi.
5. William Shakespeare: As You Like It, Macmillan, NewDelhi.
6. William Shakespeare: The Winter's Tale, Macmillan, NewDelhi.
7. William Shakespeare: Henry IV – Part I, Macmillan, NewDelhi.

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – V	NEW LITERATURES IN ENGLISH	Hours: 6
15BAELC52		Credits: 4

OBJECTIVES

1. To introduce the students the Background culture & Society of Commonwealth.
2. To acquaint the students with the issues of countries that contributed to the growth of Common wealth Literature.
3. To expose the students with the trends, themes and techniques of eminent writers.

UNIT I PROSE

- Nirad C. Chaudhry - The Eternal Silence of these infinite crowds
Chinua Achebe - The Novelist as a teacher

UNIT II POETRY

Peter Porter	-	Your Attention, Please
David Diop	-	Africa
Kirpal Singh	-	A visitor to Singapore
Maya Angelou	-	Touched by an Angel
Longston Hughes	-	I Too

UNIT III DRAMA

Wole Soyinka	-	<u>The Lion and the Jewel</u>
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UNIT IV FICTION

Chinua Achebe	-	<u>Things Fall Apart</u>
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UNIT V FICTION

Chetthan Bhagat	-	<u>Three Mistakes of Life</u>
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BOOKS RECOMMENDED:

1. Ed. C.D .Narasimhaiah: An Anthology of Commonwealth Poetry; Macmillan, Chennai.
2. Chinua Achebe: *Things Fall Apart*; Surjeet Publishers, Delhi.
3. Ed. R.K. Murthy: *Ambition-An Anthology of Modern Commonwealth Prose*, Commonwealth Publication, Chennai.

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – V	AMERICAN LITERATURE	Hours: 5
Code: 15BAELC53		Credits: 4

OBJECTIVES:

1. To enable students to gain a perspective of the relative value of American literature in the context of English literature
2. To understand the uniqueness of the American writing.
3. To understand the contribution of American writers to the world literature.

Unit I Prose

Emerson	-	Self Reliance
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Unit II Poetry

Robert Frost	-	Stopping by woods on a snowy evening
Walt Whitman	-	When Lilacs Last in the DoorYard Bloom'd

Unit III Poetry

Sylvia Plath	-	Lady Lazarus
E.A. Poe	-	The Raven
Emily Dickinson	-	Because I could not stop for Death

Unit IV Drama

Tennessee Williams	-	A Street Car Named Desire
Eugene O' Neill	-	The Hairy Ape

Unit V Fiction

Alice Walker	-	The Colour Purple
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Books Recommended:

1. N.S. Prathan, Modern American Drama, Arnold Heinemann: New Delhi.
2. Ed. Egbert S. Oliver American Literature: An Anthology, (Vol I & II), , Eurasia publishing House; New Delhi.
3. Ed Richard Ellman The New Oxford Book of American Verse,. By, New York; Oxford University Press.

B.A. English III Year	ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – V	ENGLISH FOR COMPETITIVE EXAMINATIONS	Hours: 4
Code: 15BAELE51		Credits: 5

OBJECTIVES:

1. To improve the skills of the students and to enable them to do well in the competitive examinations.
2. To acquaint the students with the knowledge of correct usage of grammar.
3. To improve the oral communication through exposing them to various situations.

Unit I

Basics of English, Errors and how to avoid them, Spotting errors

Unit II

Sentence Completion
Reconstructing Passages

How to Write a Precise?

Unit III

Reading comprehension, Composition, Letter Writing

Unit IV

Report Writing

Spellings

Vocabulary

Unit V

Some Notions, Conventional and Idiomatic Expressions

Phrasal Verbs

Spoken English

Books Recommended:

1. R.P. Bhatnagar and Rajul Bharhava :English for Competitive Examinations ; Macmillan,Delhi .
2. D. Turton Nigel: ABC of Common Grammatical Errors, Macmillan, Delhi.
3. G. Radhakrishna Pillai: English for Success.(A Guide to ensure success in competitive examinations), Emerald Publishers, Chennai.
4. Saraswathi.V. and K.Mudbhtkal Maya: English for Competitive Examination, Emerald Publishers, Chennai.

B.A. English III Year	ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – V	STUDYING NOVELS	Hours: 4
Code: 15BAELE52		Credits: 5

OBJECTIVES:

1. To help students segment and classify different aspects of a Novel
2. To enable students to recognize themes and techniques.
3. To train them in writing critiques of novels

UNIT I

Authors

1. Jane Austen
2. Walter Scott
3. Thomas Hardy
4. Virginia Woolf
5. Charles Dickens

UNIT II

Characters

UNIT III

Setting

UNIT IV

Plot, Story, and Themes

UNIT V

Techniques- style

BOOK RECOMMENDED:

1. Richard Gill: Mastering English Literature; Macmillan, Delhi.

B.A. English III Year	SKILL BASED	Max: 100 Int.: 25 Ext.: 75
Semester – V	TEACHING OF ENGLISH	Hours: 2
Code: 15BAELS51		Credits: 2

OBJECTIVES:

1. To improve the creativity of the students.
2. To enhance the critical views of students through appreciation of poetry.
3. To develop the writing skills.

UNIT I PRINCIPLES OF LANGUAGE TEACHING

1. Aims of teaching English
2. Principles of language learning and teaching

UNIT II APPROACHES TO TEACHING

1. Different approaches to teaching

UNIT III TEACHING METHODOLOGY

1. Teaching of Prose and Poetry
2. Teaching of Fiction and Drama
3. Teaching of Grammar, Composition

UNIT IV TEACHING AIDS

1. Instructional Aids
2. Study Aids
3. Computer assisted instruction

UNIT V PRACTISE TEACHING

1. Classroom teaching

BOOKS RECOMMENDED:

1. V.R. Narayansamy; Strengthen Your Teaching, (3rd Edition) Orient Longman, Hyderabad.
2. Dr. Krishnasamy and T. Sri Raman English for Creative Communication, Macmillan, Chennai.

B.A. English III Year	SKILL BASED	Max: 100 Int.: 25 Ext.: 75
Semester – V	PRESENTATION SKILLS	Hours: 2
Code: 15BAELS52		Credits: 2

OBJECTIVES:

1. To acquaint the students with the presentation skills.
2. To train the students to use visual aids.
3. To help the students to skills.

UNIT I

Powerful presentation

1. Meaning of Presentation
2. Merits and Demerits

UNIT II

How to create, develop and maintain interest among audience through presentation?

UNIT III

Using visual aids

1. OHP
2. LCD

UNIT IV

Types and methods of presentation

UNIT V

Dealing with difficult situations

BOOKS RECOMMENDED:

1. Roz Townsend; Presentation skills for the upwardly mobile-A Guide for Young Executives, Emerald, Chennai
2. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi.
3. M.C. Connon: Presenting with Power: Captivate, Motivate, Inspire and Persuade, Macmillan, NewDelhi.

B.A. English III Year	SKILL BASED	Max: 100 Int.: 25 Ext.: 75
Semester – V	JOB SEEKING SKILLS	Hours: 2
Code: 15BAELS53		Credits: 2

OBJECTIVE:

1. To acquaint the students with the knowledge of job seeking.
2. To train the students to strengthen their job seeking skills.
3. To expose the students with the importance of job seeking.

UNIT I

Getting started

Changing the way we see ourselves

UNIT II

Where you are now?

Job seeking the easy way

UNIT III

Resumes and referees
Fixing a job

UNIT IV

Applying for the job
The interview

UNIT V

Successful or unsuccessful
The work place

BOOKS RECOMMENDED:

1. Annee Lawrence, the Jobseekers Hand Book, Emerald Publishers, Chennai.
2. Krishna Mohan and Meera Banerji: Developing Communications Skills, Macmillan, New Delhi.
3. G.Thenmozhi and P. Krishna Santhana Selvi: Career Guidance, New Century Book House, Chennai.

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – VI	JOURNALISM AND MASS COMMUNICATION	Hours: 6
Code: 15BAELC61		Credits: 4

OBJECTIVES:

1. To expose students to the growth and development of journalism.
2. To enable them to understand the process of communication and theories of mass communication, art of writing and editing
3. To acquaint the students with the art of writing and editing.

UNIT I

Communication Process – Methods of communication – Problems in communication – Theories of mass communication

UNIT II

Introduction – Definition – Nature and scope of journalism – A short history of journalism – Journalism and its types – Tabloid, Yellow, Investigative, House Journals – Magazine Genres.

UNIT III

Role of the press – Freedom of the press – Ethics in journalism – Press laws in India

UNIT IV

Print Media – Newspapers – News Collecting – News – Crimes – Sports – Human interest stories – Role of News Agencies in India

UNIT V

Reporting and Editing – Different kinds of reporting in media – Tools & techniques of editing – Proof reading

BOOKS RECOMMENDED:

1. Keval J. Kumar, Mass Communication in India, Jaico Publishing House, Mumbai.
2. N.C. Pant, Modern Journalism; Principles and Practice, Kanishka Publishers Distributors, New Delhi.
3. Rangaswamy Parthasarathy: Basic Journalism, Macmillan, Delhi, Ahuja, B.N. & S.S.Chhabra, A Concise Course in Reporting for Newspaper, Magazine, Radio & T.V. Surjeet Publications, New Delhi.
4. B.N. Ahuja, History of Indian Press, Surjeet Publications, New Delhi.

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – VI	WOMEN WRITERS	Hours: 6
Code: 15BAELC62		Credits: 4

OBJECTIVES:

1. To introduce students to the literary contribution by outstanding women writers.
2. To acquaint the students with the themes and techniques in women's writings.
3. To initiate discussion on important issues connected with women's writings.

UNIT I

Prose

Shirley Geok-Lin Lim	-	Why Do I Write?
Virginia Woolf	-	A Room of One's Own (Chapter 1)
Shashi Deshpande	-	Telling our Own Stories

UNIT II

Poetry

Toru Dutt	-	Lotus
Sylvia Plath	-	Mirror

Judith Wright	-	Woman to Man
Sarojini Naidu	-	Palanquine Bearers
Gwendolyn Brooks	-	The Life of Lincoln West

UNIT III Drama

Lorraine Hansberry	-	<u>A Raisin in the Sun</u>
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UNIT IV Fiction

Jumpha Lahari	-	<u>The Namesake</u>
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UNIT V Fiction

Bharathi Mukherjee	-	<u>Jasmine</u>
		Short Stories
Alice Munro	-	“The Photographer” (Extract from Lives of Women and Girls)
Margaret Laurence	-	“The Man from Mars”

BOOKS RECOMMENDED:

1. Ed. June Wedgwood Benn; The Woman’s View, Routledge and Kegan Paul, London.
2. P.M. Nayak, Feminism & Indian English Fiction, Prakash Book Depot, Bareilly.
3. Lorraine Hansberry: A Raisin in the Sun, Vintage Books, New York.
4. Ed.C.D. Narasimmaiah : An Anthology of Commonwealth Poetry, Macmillan, Chennai.
5. Jumpha Lahari: The Namesake, Penguin Press, New Delhi.
6. Bharathi Mukherjee: Wife, Penguin Press, New Delhi.

B.A. English III Year	CORE SUBJECT	Max: 100 Int.: 25 Ext.: 75
Semester – VI	WORLD CLASSICS AND LITERATURE IN TRANSLATION	Hours: 6
Code: 15BAELC63		Credits: 4

OBJECTIVES:

1. To familiarize students with the World Classics in English Translation.
2. To familiarize students with the contribution of Religion in English Translation.
3. To acquaint the students with the themes and techniques in Regional Literature.

UNIT I Prose

Illiad	-	A Shield of Achilles
J. B. Priestly	-	In Praise of Normal Woman

UNIT II Poetry

Thiruvalluvar	-	Thirukkural (Wisdom 1-10)
<u>The Bhagavad Gita</u>	-	The Blessed Lord’s Song (Chapter III, IV, XII)
<u>The Bible</u>	-	Sermon on the Mount (V, VI, VII)
<u>The Kuran</u>	-	Surah (Part – IV)

UNIT III DramaGordon Daviot - Remember Caesar**UNIT IV Short Stories**Lakshmi Kannan - Muniyakka
Ambai - Wrestling
Tolstoy - God Sees the Truth but Waits**UNIT V Fiction**Veeramamuniver - Story of Paramarthaguru**Books Recommended:**

1. Mack, Maynard, **The Norton Anthology of World Literature 1650 to Present**, New York: WW. Norton and Company, 2001.

B.A. English III Year	ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – VI	TWENTIETH CENTURY LITERATURE	Hours: 5
Code: 15BAELE61		Credits: 5

OBJECTIVES:

1. To introduce students to various Post – Modern Literatures.
2. To enable students to understand the current development in the post – colonial period.
3. To expose the students with the various themes of the African, Singaporean, Nigerian and Australian literature.

UNIT I: Prose

T.S. Eliot - Function of Criticism

UNIT II: PoetryRobert Frost - Mending Wall
W.B. Yeats - A Prayer for My Daughter
Philip Larkin - Church going
Ted Hughes - The Thought – Fox

UNIT III: Drama

Henrik Ibsen - A Doll's House
George Bernard Shaw - Arms and the Man

UNIT IV: Short Stories

Guy de Maupassant - Useless Beauty
Kushwant Singh - Mr. Kanjoos and the Great Miracle

UNIT V: Fiction

Margaret Laurence - The Stone Angel

BOOKS RECOMMENDED:

1. Thomas, CT: Twentieth Century Verse, An Anglo – American Anthology, Macmillan; Chennai.
2. Narasimhaiah, C.D: An Anthology of Common Wealth Poetry, Macmillan; Chennai.
3. Ed.Dr. Satchidhanandham : Six English Poets, Macmillan, Madurai.
4. Ashok Magadevan: Classic Short stories, Nectar Prints, Mumbai.
5. Ed. Enright and Chickera De Ernest: English Critical Texts- 16th century to 20th century, Oxford University Press, Kolkatta.

B.A. English III Year	ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – VI	FUNDAMENTALS OF	Hours: 5
Code: 15BAELE62	COMPARATIVE LITERATURE	Credits: 5

OBJECTIVES:

1. To enable students to have an understanding of literatures of the world
2. To orient them towards understanding of different cultures.
3. To train them in the logic and principles of comparison.

UNIT I

Introduction to comparative Literature

UNIT II

Principles of comparative Literature

UNIT III

Oriental and occidental Literature – comparative study

UNIT IV

Aesthetics – Eastern and Western

UNIT V

Project – A Comparative study of a Short Story or a Poem Each from a Language of student's choice and English

BOOK RECOMMENDED:

1. Susan Bassnett: Comparative Literature ,A critical Introduction; Oxford Blackwell
2. Dr.Kanagaraj & Dr.Samuvelkirubbakar
3. Kalaidhasan

B.A. English III Year	ELECTIVE	Max: 100 Int.: 25 Ext.: 75
Semester – VI	FILM APPRECIATION	Hours: 5
Code: 15BAELE63		Credits: 5

OBJECTIVES:

1. To enable the students to attain proficiency in communication
2. To expose the students to various presentation skills
3. To familiarize them with the skills of listening and speaking

UNIT I

An Introduction about Film Appreciation

UNIT II

Reading the Visual and Visualizing the Text

UNIT III

Cinema and Aesthetics.

UNIT IV

Cinema: Religion and Politics.

UNIT V

A Classic Film Is A Critique of the Medium

BOOK RECOMMENDED:

1. T.M. Farhathullah: Film appreciation for Undergraduates, RBA Publications, Chennai.

B.A. English III Year	SKILL BASED	Max: 100 Int.: 25 Ext.: 75
Semester – VI	TRANSLATION: THEORY & PRACTICE	Hours:2
Code: 15BAELS61		Credits: 2

OBJECTIVES:

1. To introduce the concept of translation to the students.
2. To expose them with the principles and problems of translation.
3. To help them acquire a working knowledge in that field.

UNIT I

Basic Principles of translation

UNIT II

Problem of equivalence

UNIT III

Problem of translating Poetry

UNIT IV

Problem of translating prose

UNIT V

Translation Practice - Translate 10 Set of Proverbs, Translate Words, Technical Words and Official terms

BOOK RECOMMENDED:

1. Usan Bassnett: Translation Studies Third Edition; Routledge, London.
2. P.K. Kalyani: Translation Studies, Creative Books, NewDelhi.
3. Translatology – Dr.Kanagaraj

SYLLABUS -
POST GRADUATE DIPLOMA IN COUNSELLING – (PGDC) -
Academic year 2015-2016

PGDC	BASICS OF COUNSELLING	Max Marks 100
Code: 15PGDC01		3 hours

Objectives:

- To provide students with a view of Counseling within a wider context.
- To develop the students competence as Counselors with a wide range of clients.
- To develop their ability to act in a professional counselor role.

Unit – I

Introduction – Definition, Meaning, Scope, Basic Principles and Theories. Counselling Process, Responses EISPU – Difference between advice and counselling

Unit – II

The Counselling Format – The Scheme of History Taking Procedure – Counselling Report - Types of Reports – Verbatim – Summary - Narrative – Genogram – Mental Status Examination – Case Presentation – Counsellors Code of Ethics.

Unit – III

Counselling Approaches – Directive - Non – Directive and Eclectic Counselling – Psycho dynamic, Carl roger’s self theory, Gestalt theory, Behaviorist learning theory, Development Counselling, reality therapy, Rational – emotive counselling; counselling techniques.

Unit – IV

Counselling stages – Ist phase – IInd Phase – IIIrd Phase -Skills practices / peer Counselling - Treatment techniques

Unit – V

Psychological Testing- introduction and application of 16PF, Self esteem, transactional analysis- Log model, Jerald’s Eagan’s model and rapport, Reading Reaction Report (RRR)
 -Co-Counselling Assertiveness Training-Decision Making-CRAVE Analysis
 –Force field Analysis .

References:

PrachanthamDr. B.J., Indian case studies in Therapeutic Counselling, Vellore, Christian Counselling Centre

Antony John. D, OFM, Cap, Principles and Practice of Counselling, Anugraha Publications, Nochiodaipatti.

Antony John. D, OFM, Cap, Dynamics of Counselling, Microshell model, TA & NLP Technique, Anugraha Publications, Nochiodaipatti.

Indian Journal of Psychological Counselling – Association for Psychological Counselling - CCC Vellore

Philip Burnard (1999) , Counselling skills Training,(A Source book of Activities)

PGDC	BASICS IN PSYCHOTHERAPY AND BEHAVIOUR MODIFICATION	Max Marks 100
Code: 15PGDC02		3 hours

Objectives:

- To make the students to understand about the psycho therapies
- To enable the students to understand the importance behavior modification in the process of treatment.

Unit – I:

Human behaviour – basic concepts relating to a understanding of human behaviour. Psychotherapy- Definition, Objectives, Scope of psychotherapy and Distinguish counselling and psychotherapy. Basic psychoanalytical theories Homev. Sulllivan.Alder, Erikson

Unit – II:

Types of psychotherapy –Adlarin psychotherapy Analytical psychotherapy, Transactional analysis.

Unit – III:

Client centered therapy Rational emotive behaviour therapy, Gestalt therapy, Reality Therapies, Cognitive Behaviour Therapy, and Neuro Linguistic Programme.

Unit – IV:

Dynamics of groups process- Theory of group interaction –how to use interaction process to make people change and have insight into their own problems – Role of Group therapies.

Unit –V:

Behaviour Therapy- Learning Theories- Classical conditioning, Operant conditioning-social learning Theory-Behavioral analysis –Behavioral Modification techniques.

References:

Antony John D (1997) - “Psychotherapies in counselling” Nochiodaipatty, Anugraha publications
 Antony John D (2008) - “Principles and practices in counselling” Nochiodaipatty, Anugraha publications
 Chrwanowski Gerald (1977) -“Interpersonal Approach to Psychoanalysis” New York Garner press Inc.
 Teranee Wilson C. And O. Leary K. Daniel (1980)- “principles of Behaviour Therapy” New Jersey, pretice Hall Inc.
 Vimala (1995) “Textbook of Psychotherapy” New York sterling publishers Pvt. Ltd.

PGDC	INTRODUCTION TO MARITAL AND FAMILY COUNSELLING	Max Marks 100
Code: 15PGDC03		3 hours

Objectives:

- To help students understand the importance of Marital and Family Counseling.
- To provide knowledge on the meaning, methods, theories and principles of Marital and Family Counseling.
- To strengthen the skills required to practice as a Counselor in this field.

UNIT I

Family and marital counseling-Meaning, definition, need, objectives, process and principles and its Application

UNIT II

Marriage – concept and importance of marriage, process involved in marriage, myths relating to marital life, changing patterns in marriage, nature of marital problems, role of sex in marriage – pre marital counseling and post -marital counseling , Process in Marital Counseling and role of marital counselor.

UNIT III

Family: concept and functions, Family types, Family as a system, the family life-cycle, family communication, understanding the dysfunctional family System, Life cycle tasks of the functional and Dysfunctional Family system, Family myths, process in family counseling, role of family counselor.

UNIT IV

Theoretical orientation on family counseling- Family Systems Counselling of Murray Bowen - Structural Family Counseling –Cognitive Behavior Family Counseling – psychoanalytic family counselling conjoint family counselling.

UNIT V

Treatment Modalities – Family Sculpting – Family Reconstruction – Multiple family therapy – Narrative Therapy with families and family psycho education and psycho drama.

References:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling Publications
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2005) Self Psychology Counselling, , Anugraha Publications, Nochiodaipatti.
4. Aylmer, R.C. (1986) Bowen Family Systems Marital Therapy in Jacobson, N.S.- (Eds.) Clinical Hand Book of Marital Therapy. New York: The Guildford Press.
5. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

PGDC	COUNSELLING IN DIFFERENT SETTING	Max Marks 100
Code: 15PGDC04		3 hours

Objectives:

- To enable the students to understand the scope and importance of counselling in different settings.
- To facilitate the trainees in identifying the suitable techniques of counselling applicable to different fields
- To Strengthen the skills required to practice as a counselor in different settings

Unit I Counselling in Health Setting;

Scope and need for counselling in medical setting- communicable, non- communicable diseases, Concept of Patient as a Person – sick role – illness behavior –Psychiatric setting- mental illness –psychosis, neurosis and others –hospitalization of patient – Impact on Family – Need and method for the involvement of family in treatment process.

Unit II Counselling in Industrial Setting:

Industrial Counselling, Individual needs Vs organizational needs, Counselling related to chronic absenteeism, accidents, alcoholics, alcoholism, stress, burnout- coping strategies. Performance counseling (Eigen’s model), Retirement Counseling

Unit III Counselling in Educational Settings:

Need for educational counseling - stages of development (Prenatal to Adolescent) General Characteristics – Physical, psychological, social development – Sexual relationship, Developmental crisis; Role of Teachers and parents Problems of Adolescent like addiction, infatuation , learning disability, low scholastic Performance, career counseling.

Unit IV counselling in correctional setting

Juvenile delinquency, street children, delinquent behavior. Role of counselors in dealing with juvenile delinquents

Unit V Counselling in Crisis Situation:

Psychiatric Emergencies – Suicidal Counselling – Grief Counselling – Rape – Post Traumatic Stress disorder – Accidents. Major illness – AIDS, Cancer.

References:

- Dorroh, Thelma lee (1974), Between Patient and health worker, Megraw hill, Newyork.
Banker. L.M.(1969) – A hand book of Mid wifery for Nurses in India
Aggarwal I.C. 8th ed (1985), Educational Vocational Guidance and Counselling, DOABA, House
Shashi Prabha sharma Kambhar, Carrer guidance and counselling Principles and Techniques, problem disabilities – New Delhi
Meerut Kochchar.S.K. (2006) “Education & Vocational Guidance in Secondary Schools” New Delhi, Sterling publishers

PGDC	COUNSELLING Skills Lab	Max Marks 100
Code: 15PGDC05		3 hours

Objectives:

- **To enrich the students to gain knowledge about Counselling**
- **To bring out their inner potentials and strengthen the personal qualities as a Counsellor**
- **To give practical exposure in order to strengthen empathy burling activities and coping with feelings**

MSW- SOCIAL WORK -2016-2017

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS	6 hrs week
Code:16MSWC11		Credit: 4

Objectives

- To orient the students on the basic concepts related to professional social work
- To make the students to appreciate the professional values and ethics of social work
- To orient the students to Know about the various social problems and policy measures taken to address it

UNIT-I

Understanding Social Welfare, Social Work, Social Policy, Social Security, Social Development, Social Policy. Evolution of Social Welfare in U.K. U.S.A. and in India. Approaches and Models in Social Welfare and Social Work practice Professionalization of Social Work Practice.

UNIT- II

Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions.

UNIT – III

Social problem - Concept, Causes, Characteristics and Theories - Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- IV

Major Social Problems - Poverty, Unemployment, Commercial Sex Work, Beggary, Substance Abuse, Delinquency, HIV/AIDS, Problems of the people with disabilities. Social Work and legislative Interventions to combat social problems.

UNIT – V

Fields of Social Work - Community, Family, Health, School, Industry. International and National Associations for Social Work Education and Social Work Practice. Objectives and activities of IASSW, APASWE, NASW, IFSW, ASSWI. Problems and Challenges of Social Work Education in India. Role of Social Workers in Different Settings.

REFERENCES:

1. Chowdhry, Paul, (1992), Introduction to Social Work, New Delhi, Atmaram & Sons.
2. Cox, David & Pawar, M. (2006), International Social Work - Issues, Strategies and Programmes, New Delhi, Vistaar Publications.
3. Friedlander, (2005), Concepts and Methods of Social Work, New Delhi, Prentice Hall.
4. Gangarade, K. D, (2005), Gandhian Approach to Development and Social Work, New Delhi, Concept Publishers.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	UNDERSTANDING THE SOCIETY	6 hrs week
Code: 16MSWC12		Credit: 4

Objectives

- To make the students to understand the basic concepts and theories about society
- To enable the students to understand the contributions of different sociological thinkers
- To orient the students about the changes that is happening in the society

UNIT. I

Introduction to Social Sciences and its relevance to Professional Social Work. Concept of Society- Meaning, types and characteristics. Man as a Social Being. Community- Rural Urban and Tribal Communities. Social Organisations - Meaning and Forms. Concept of Associations - Difference between Society, Community and Association

UNIT. II

Introduction to Sociological Theories: August Comte, Spencer, Weber, Durkheim, Simmel, Karl Marx. Indian Social thinkers - Gandhiji, Vivekanandar, Ambedkar and EV Ramasamy.

UNIT. III

Concept of Culture. Culture and Society. Culture and Personality. Cultural Lag. Cultural assimilation. Civilization - Customs, Mores, Folkways. Socialization - Meaning, Agencies and Functions. Social Control - Meaning and agents - its effect on individual and society. Social Processes – Associative Processes- Co-operation, Accommodation, and Assimilation. Dissociative Process- Competition, Conflict,

UNIT. IV

Social Stratification - Meaning and Theories. Caste, Class and Race. Changing pattern of caste system in India. Social Mobility - Concept and factors for social mobility - Types of social mobility. Social Institutions - Marriage, Family, Religion - Meaning Types, and Functions and Changing Patterns - their Influence on individual. Social Inclusion & Exclusion.

UNIT. V

Social Change – Meaning, Theories, Causes and consequences. Social change in India. Group Behaviour - Social Groups- Primary groups, Secondary groups, Reference groups. Group dynamics - Crowd, Audience, Public Opinion, Propaganda and Group Morale.

REFERENCES:

1. Nisbet, Robert (1993), Sociological Tradition, Transaction Publishers,
2. Merton. R.K. (1968) Social Theory and Social Structure, New York, Free Press
3. Harry. M. Johns, (1993), Sociology – A Systematic Introduction, Chennai, Allied Publications.
4. Horton, P.S & Hunt, C. L. (2005), Sociology, New Delhi, Tata McGraw Hill.
5. Ramasamy, P. (2008). General and Medical Sociology, Chennai, New Millennium Publications
6. Singh, Yogendra, (1994), Modernization of Indian Society, Jaipur, Rawat Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	DYNAMICS OF HUMAN BEHAVIOUR	6 hrs week
Code: 16MSWC13		Credit: 4

Objectives

- To provide an orientation about the human growth and development.
- To make the students to understand the features of various life phases
- To develop the psychological testing skills of the students

UNIT.I:

Psychology – Definition- Meaning – Branches and scope of psychology – fields – Methods – Introduction to Cognitive theories – Health Psychology – Need – Role of Psychology in Health – Relevance of Psychology for Social Work practice.

UNIT.II:

Development of Psychology – A Historical Perspective: Introduction The early age pre – Scientific Psychology – the Modern age of Scientific Psychology – Structuralism – Functionalism – Behaviorism – Gestalt Psychology – Psychoanalysis – Transactional analysis.

UNIT.III:

Human Growth and Development: Meaning of development tasks – Biological foundation – Pre-natal development and Birth – Infancy – Baby hood – Early child hood – late child hood – Puberty-Adolescence – Early Adult hood – Middle adult hood – old adult hood – Physical , Psychological and social aspects of development.

UNIT.IV:

Human Learning – Meaning and Nature – Types of Learning – Theories of learning – Theory of Classical Conditions – Principles of classical condition – operant condition – Introduction to Behaviour Modification Techniques. Perception, Attitude, Attitude Formation.

UNIT.V:

Human Motivation: Definition – Meaning – Theories of Motivation – Basic Human needs – Personality – definition – Meaning – Theories – Types –Social Learning theory – Defence mechanism. Introduction to Psychological Testing – Definition – Types – Characteristics& Importance.

REFERENCES:

1. Ronald J. Comer,1998 wh. Freeman and Company. Fundamentals of abnormal psychology
2. M.S.Bhatia 2010.CBS Publishers & Distributors Pvt, Ltd, New Delhi, Chennai- Short text book of Psychiatry V edition
3. Michael gelder 2009 Paul Harrison and Philip cown oxford University Press – Shorter Oxford text book of Psychiatry V edition
4. Jaypee Brothers 2005 Medical Publishers (P) Ltd , Diagnostic and Statistical Manual of Mental Disordeers DSM – IV – TR
5. DevidH.BarlowV.Mark Durand 2008, Thomson, wadsworth, Abnormal Psychology

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	SOCIAL CASE WORK	6 hrs week
Code: 16MSWC16		Credit: 4

OBJECTIVES:

- To help the students understand the concepts, principles, process of social case work and its applications.
- To develop the competence of students to practice Social Case Work.

UNIT-I:

Social case work - Concept, definition, meaning, objectives and history. Dynamics of human behaviour and its application to social case work. Basic components of social case work - Problem, Person, Place, Process.

UNIT- II:

Principles of Social Case Work. Process – Intake(Types), Study(Case History Collection), Diagnosis(Prognosis), Treatment, follow up and termination. Understanding change and change process. Case History taking.

UNIT- III:

Models of Social case work- Social diagnostic (Richmond), Supportive (Hamilton), ProblemSolving (Perlman), Crisis Intervention (Rappaport) and Competence Based (Elleen Gabriel).Approaches to Social Case Work.

UNIT - IV.

Tools of helping- listening, the art of probing, conditions promoting therapeutic relationship: unconditional positive regard, genuineness and empathy, managing reluctant and resistant clients, resources mobilization, home visits and collateral contact.Transference & Counter-Transference.

UNIT V:

Application of Social work in different settings: family, educational, medical, Correctional and Industry.

Recording-importance, types: narrative, process, verbatim and summary.

Supervision- need and importance in the practice of Social Case Work

REFERENCES:

1. Aptaker, Herbert. (1982), Dynamics of Case Work and Counseling, Boston, Miffin Pub.
2. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
3. Upadhyay,P.K. (2003), Social Case Work, New Delhi, Rawat Publications.
4. Perlman Helen (2011), Social Case Work, New Delhi, Rawat Publications.

MSW I Year	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FIELD WORK PRACTICUM	6 hrs week
Code: 16MSWC16		Credit: 4

Objectives:

- To expose the students to the realities and thereby strengthen their social sensitivity.
- To familiarize them with the organizations working among the vulnerable/disadvantaged groups.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL GROUP WORK	6 hrs week
Code: 16MSWC21		Credit: 4

Objectives:

- To help the students understand the concepts, principles, process of Social Group Work and its applications.
- To develop the competence of students to practice Social Group Work.

Unit – I

Introduction to Social Group Work: Definition, Objectives of Social Group work, the group and personality Development Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

Unit – II

Dynamics of group work Process: Process of group formation structure and demotion of the Pattern and Process of group interaction: group clinic, group diagnosis, leadership, Use of Socio metrics & Socio matrix.

Unit – III

Principles of Social group Work: Principles of planned group formation – specific objectives- purposeful worker group relationship – continuous individualization – guided group interaction – democratic group self-Determination – Flexible functional organization - Progressive programme experience.

Unit - IV

Group work Process: Intake – Study – diagnosis goal setting, treatment and Evaluation. Principles of Programme Planning. Programme Laboratory and its Relevance: Games, Singing and dance, arts and crafts, dramatics and role play, storytelling, Puppetry, Group discussion and exposure.

Unit – V

Role of Group worker- enabler, helper, supporter, therapist, resource utilization and evaluation. Skills of the social group worker.

Application of Social Group Work in different settings -Industry, Hospital, Family, educational, correctional. Preparation of group work records – guidelines for writing records – Research in social group work .

References:

1. Turner, J.F – Differential diagnosis & Treatment in Social work, Net York, the Free press
2. Heap, Ken: Group theory for Social workers, Penguman Press
3. Douglas, Tom: A Theory of Group work Practice, Macmilan press
4. TreckerHerleigh(1972), Social Group Work: Principles and Practice
5. Siddiqui, H.Y (2008), Social Group Work: Theory and Practice, New Delhi, Rawath Publications.

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WELFARE ADMINISTRATION & LEGISLATION	6 hrs week
Code: 16MSWC22		Credit: 4

Objectives:

- To make the students to understand various social policies and social welfare administration
- To make the students to understand the administrative arrangements for social welfare administration in India
- To throw more light on various legal aspects, acts which are applicable in the field.

UNIT.I

Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangements and constitutional base for Social Welfare / Policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

UNIT.II

Policy issues related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and evaluation. Guidelines to prepare project proposals

UNIT.III

Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act. Memorandum of Association. Constitution and Bye - laws. Functions of Governing Board. Provisions in Income Tax Act. Overview of administrative process. POSDCORB. Planning, Organizing, Staffing, Directing, Controlling, Reporting and budgeting.

Unit-IV

The Family Courts Act 1984, The Protection of Women from Domestic Violence Act, 2005, The Dowry Prohibition Act, 1961, The Indecent Representation of women (Prohibition) Act, 1986, The Prohibition of Child Marriage Act, 2006. The Compulsory Registration of Marriage Act, 2007, The Pre-conception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, Sexual Harassment at Work Place Act

Unit-V

Right to Information Act 2005, The Maintenance and Welfare of Parents and Senior Citizens Act, 2007, The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act 1989, Right to Education, Consumer Protection Act of 1986. Public Interest Litigation in India: Growth, issues to be raised in PIL, Legal Aid Services Authority Act

REFERENCE BOOKS:

1. Kumar Jha (2009) , Encyclopedia of Social Work, Social Welfare and Social Work, Anmol, New Delhi
2. Gautam et al, (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
3. Bhatiya & Dingh (2009), Social Policy In India, New Royal Book Company, Lucknow.
4. Bose. A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.
5. Chowdhry, Paul, (1993), Hand Book on Social Welfare in India, Delhi, Atmaram

MSW I Year	CORE	Max Marks 100
Semester –II	COMMUNITY ORGANISATION	Int: 25 Ext: 75
Code: 16MSWC23		6 hrs week
		Credit: 4

OBJECTIVES

- To help students understand community organization as a method of social work.
- To enable them understand the methodology of organizing the community.
- To help them develop an understanding about the application of community organization in different conditions.

UNIT I

Definition of community, characteristics and types of community (functional and geographical). Differences between rural and urban community. Importance of understanding the Community Leadership and the Power structure in the community.

UNIT II

Community Organisation – Definition, Objectives, Assumptions, and Principles. Community organization as a method of social work. Approaches in community organization – Neighbourhood Development Model, System Change Model & Structural Change Model.

UNIT III

Jack Rothmans Model- Locality Development, Social Planning and Social Action .Community organization and Community development.

Phases /Steps in community organization- study, analysis, Assessment, DecisionMaking, Planning, Action and modification. Classification of methods /Tools (Arthur Dunham). Importance of Conflict Resolution Methods. Skills of a Community Organizer.

UNIT IV

Social Action: Definition, Principles, assumptions and strategies. Advocacy and Lobbying. Contributions of Gandhi, Saul Alinsky and Paulo Frierrie.

UNIT V

Role of community organiser, Application of community organization method in issues related to Natural Resource Management, Public Health, Child Rights, Food Security, Civil Conflicts and Disaster Management.

REFERENCES

1. HY Siddique, (1984) Social Work and Social Action (Developmental Perspective), New Delhi, Harnam Publications.
2. Freire, Paulo, (1972) Pedagogy of the Oppressed, Penguin, Harmondsworth.
3. Anne Hope & Sally Timmel, (1984) Training for Transformation , London. Intermediate Technology Publications.
4. Mark.S.Homan, (1993) Promoting Community Change, California, Brooks/Cole Publishing Company.
5. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper

MSW I Year	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WORK RESEARCH AND STATISTICS	6 hrs week
Code: 16MSWC24		Credit: 4

Objectives:

- To enable students to understand the importance and need for Social work research and statistics.
- To help students understand the methodology of social work research and statistics and its application in the field.

UNIT I :

Basics of Social Sciences Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Social Work Research: Definition, Meaning, Present position and Agencies in India, Problems & Challenges in Social Work Research.

UNIT II :

Problem Identification, Review Of Literature (ROL), Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research. Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Factors influencing the choice of designs. Hypothesis – Definition, meaning, types, conditions, relevance in research. Pilot study and its importance.

UNIT III :

Universe and Sampling-Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Introduction to the application of Qualitative Research, Focused Group Discussion (FGD), Participatory Rural Appraisal (PRA) & Mixed Methodology.

UNIT IV :

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersions (Range, QD, MD, SD). Correlation- Meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests. ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V :

Analysis , Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Social work using previous studies.

REFERENCES:

1. Anderson et al, (1991), Thesis and Assignment Writing, New Delhi, Wiley Easton Ltd.
2. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
3. Champion, DJ. (2001), Basic Statistics, Prentice Hall
3. Goode & Hatt, Methods in Social Research, McGraw Hill

MSW I Year	ELECTIVE	Max Marks 100 Int: 75 Ext: 25
Semester – 2	FIELD WORK PRACTICUM AND SUMMER PLACEMENT	6 hrs week
Code: 16MSWC25		Credit: 5

Objectives for concurrent field work:

- To help students to understand the organizational responses to empower client groups
- To strengthen the competence in social work methods by practicing it in the field

Objectives for Summer Placement:

- To familiarize the students with the administration of agencies.
- To intensify the learning about the application of social work methods in different settings.

MSW II Year	CORE Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCES MANAGEMENT	6 hrs week
Code: 16MSWHR31		Credit: 5

Objectives :

- To explain the basic concepts of HR and their application in students
- To import the knowledge about various HR practices which are applicable in industry

UNIT I

Management -Definition, Concept, Principles. Schools of thoughts on Management - Scientific Management Movement - Henry Fayol's principles of management - Human Relations Movement - Systems Approach - Contribution of Frederick W. Taylor, Elton Mayo, Peter Drucker. Human Resources Management: Definition, Concept, Principles, Philosophy

UNIT II

Human Resources Planning - steps and methods. Manpower forecasting. Human Resource Acquisition: Recruitment - Modern methods - Selection Process - Uses of Psychometric tests in selection process, Job analysis- purpose and methods- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement, Attrition analysis, Retention Management: Need & objectives, method, Exit interview

UNIT III

Performance Appraisal, Performance Management System – History, Concepts, Philosophy, Process – Competency Mapping, Skill Matrix, 360 Degree Appraisal, Balanced Score Card, People Capability Maturity Model, Assessment Centre, Potential Appraisal, Performance Counselling, Mentoring

UNIT IV

Total Quality Management, Total Productivity Maintenance, Kaizen, 5 S, , ISO 9001, 16001, 18001, QS 9000, OHSAS, Social Accountability System,

Quality Circle, Just in Time, Corporate Social Responsibility,

UNIT V

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Organizational Culture- concept, factors affecting the culture- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques.

REFERENCE

1. Arya & Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	CORE Specialization: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 3	LABOUR LEGISLATION – I	6 hrs week
Code: 16MSWHR32		Credit: 5

Objectives

- To help the students understand the importance of labour legislations
- To impart knowledge about various acts which are essential in industrial setting.

UNIT.I

History of Labour Legislation, Labour in the Indian Constitution, Labour Administration and functions of Factory Inspectorate and Judicial set up.

UNIT.II

Factories Act 1948 with rules, The Tamilnadu Factories (welfare officers) Rules 1950, The Contract Labour (Regulation and Abolition) Act 1970 and relevant case laws

UNIT.III

The Tamil Nadu Shops and Establishments Act 1947. The Plantation Labour Act 1951, The Child Labour Regulation and Abolition Act 1986 and relevant case laws

UNIT.IV

The Employees Provident Fund Act 1952, Employees Deposit Linked Insurance Scheme 1976. Employees' Pension Scheme, 1995, The Payment of Gratuity Act 1972 and relevant case laws

UNIT.V

The Employees State Insurance Act 1948, The Workmen's Compensations Act 1923, The Maternity Benefit Act 1961 and relevant case laws.

REFERENCE

1. Kappoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Mishra, SN, (2007), Labour and Industrial Laws, Allahabad, Central law Publications.
4. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.
5. Vaidyanathan .S & Sri Vidya, (2006), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency.

MSW II Year	CORE	Max Marks 100
	Specialization: Human Resource Management	Int: 25 Ext: 75
Semester – 3	EMPLOYEE WELFARE	6 hrs week
Code: 16MSWHR33		Credit: 5

OBJECTIVES

- 1) To enable the students to understand concept of employee welfare in the industry
- 2) To orient the students on the employee welfare programmes provided in the industries and its importance
- 3) To make the students to understand the problems of the employees and the importance of their welfare.

Unit - I

Employee Welfare- Concept, Definition, importance, Scope, Principles and Theories. Functions of Inspector of Health and safety and Commissioner of Labour.

Unit -II

Classification of welfare facilities – Statutory and Non-Statutory, Fringe Benefits. Family Welfare Programmes in Industry, Agencies of labour welfare. Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR

Unit – III

Welfare provisions under different legislations – Factories Act, Plantations Labour Act, Shops and Establishment Act, Motor Transport Workers Act, Mines Act, Unorganised Sector Workers Act

Unit -IV

Workers Education: Concept, Functions of Workers Education, Labour Welfare Fund, Industrial Housing, Canteen, Transport, ESOP, Sabbatical, Safety Committee, Workers Co-operatives

Unit – V

Employee welfare Provisions under Social Security. Appointment and Functions of welfare officers under Act, Social Work Practice in Industrial Setting – With Individuals, Groups, Community, Role of Industrial Social Worker in Industries.

References:

1. Memoria, C. B. (1966) Labour Problem and Social Welfare in India, Allahabad: Kitab Mahal
2. Punekar, S. D. (1978) Labour Welfare, Trade Unionism and Industrial Relation, Mumbai: Himalaya Publishing House
3. Tyagi, B.P. (1996) Labour Economics & Social Welfare, Meerut: Jaiprakash Nath.
4. Sarma, A.M. (1995) Aspects of Labour Welfare and Social security, Mumbai: Himalaya Publishing House.
5. Subramaniam, V. (1996) Factory Laws applicable in Tamilnadu, Chennai: Madras Book Agency.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	RURAL COMMUNITY DEVELOPMENT	6 hrs week
Code: 16MSWCD31		Credit: 5

Objectives

- To help the students understand the basic concepts & theories about rural community development
- To orient the students about various Government & Non-Government organizations working for rural community development

UNIT. I

Community Development - Concept, Meaning, Need, History, Principles, Objectives. Rural Development - Concept, Definition, Meaning, Need, Objectives. Rural Development in India - Origin and background - Srinekethan, Sevagram, Marthandam, Guregon, Baroda, Firka Development, Nilokheri and Etowah Pilot Project. Approaches to rural development - Gandhian contractive programme - Contribution of Vinobaji.

UNIT. II

Rural backwardness- causes and the need for planned change. Problems and Prospects with reference to agriculture and allied activities - Land and its use and Irrigation. Approaches to Rural Development – modern agricultural technology, social forestry, land reforms.

UNIT. III

Rural poverty - causes, consequences and measurement. Rural Issues relating to animal husbandry, rural migration, rural industries, *water scarcity, health and sanitation*.

UNIT IV.

Administrative and organizational arrangement for rural development from block to National level. Constitution 73rd amendment – Salient features of new Panchayati Raj system – Rural credit - role of co-operatives, banks, micro finance institutions and NABARD (National Bank for Agriculture and Rural Development). District Rural Development Agency.

UNIT V

Policy and Programmes – National Policy on Rural Development-objectives,importance and strategies.

Programmes-SYSY,SYRY(Sorna Jeyanthi Rojgar Yojana),MNREGP(Mahatma Gandhi Rural Employment Guarantee Programe),NRHM(National Rural Health Mission),ICDS(Integrated Child Development Schme),PURA(Provision for Urban Amenities in Rural areas) and mid day meals scheme.

References:

1. Mammoria,(1998) Agricultural Problems in India, Himalaya Publishing Company, NewDelhi
2. Goel.S.L. & Shalini Rajneesh,(2003) Panchayat Raj in India – Theory & Practice, New Delhi, Deep & Deep Publications.
3. Desai, Vasant, (2005) Rural Development in India, Past, Present and Future Challenges, Mumbai, Himalaya Publishing Company..
4. Coen Regntjes, Bertus Haverkort & Ann Waters Bayer,(1992) Farming For The Future, Netherlands, Macmillan & ILEIA.
5. Chambers, Robert, (1983) Rural Development – Putting the last First, Harlow.

MSW II Year	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 3	URBAN COMMUNITY DEVELOPMENT	6 hrs week
Code: 16MSWCD32		Credit: 5

Objectives :

- To provide basic concepts & theories about urban community development
- To orient the students on various Govt. & Non-Govt. organization for urban community development.

UNIT I

Definition and characteristics of urban areas - town, city, metropolis, suburbs, satellite towns. Urban Sociology, Urban Ecology and Environmental Psychology – its relevance for urban community development practice. Demographic and land use pattern in Urban areas. Social Area Analysis. Urbanization and urban growth in India and in TamilNadu.

UNIT II

Problems and prospects of Urban life – Crowding, Density, Noise, Air, Solid and Liquid waste disposal, Pollution, Urban housing, Water supply, Transport, Urban public health, Urban non-formal sector.

UNIT III

Urban Community Development - meaning and scope. Poverty in Urban areas,Urban development programs in India. Review of Indian experience in urban development with reference to Town Planning,. . IDSMD (Integrated Development of Small and Medium Towns etc) and JNNURM.

UNIT IV

Slums in India – *history, types, theories, causes and Conditions*, Culture of Poverty in slums.

Urban poverty alleviation programmes. Slum Clearance and Improvement

UNIT V

Administrative *structure and functions* of policy arrangements for urban development with reference to Municipalities, Corporations, Metropolitan Development Authorities. Constitution -74th amendment and its relevance to urban development. Municipal Administration in TamilNadu.

References:

1. Aray & Abbasi, (1995), Urbanization and its Environmental Impact, New Delhi, Discovery Publications.
2. Didee, Jeyamala, (1993), Urbanization – Trends, Perspectives and Challenges, Jaipur, Rawat Publication
3. Gill, Rajesh, (1994), Slums as Urban Villages, Jaipur, Rawat Publishers
4. Mahesh Chand & Puri VK, (1990), Regional Planning in India, Chennai, Allied Publishers.
5. Ramachandran, (1989), Urbanization and Urban System in India, New Delhi, Oxford University Press.

MSW II Year	CORE Specialization: Community Development	Max. Marks:100 Int.25 Ext.75
Semester III		Hours 6
Code:16MSWCD33	INTRODUCTION TO LIVELIHOOD PROMOTION	Credit 5

OBJECTIVES

- To help the students understand the concept of livelihood and livelihood promotion
- To facilitate their understanding about the livelihood frameworks.
- To develop their skills in developing livelihood interventions.

UNIT I

Concept, Meaning, Principles, Need, History and Importance of Livelihood Promotion .Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social.Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood Outcomes.

UNIT II

Livelihood Frame Work Analysis – Different models – IFAD, DIFD, CARE, BASIX, IMM. Objectives of livelihood promotion – Enhancing Income, Increasing Food Security, Reducing Risk, Reducing variances in income, Reducing migration, Organizing Producers, Enhancing money circulation.

UNIT III

Steps and Tools in designing livelihood intervention. Internal and External context. Creating livelihood profile, Mapping of Community Assets, Profiling the local markets. Understanding Viability, Range of goods, Clustering, Internal & External Economies, Backward& Forward Linkages.

UNIT VI

Markets and Livelihoods- Importance of Sector, Sub sector, Value chain analysis in selecting an intervention.Understanding Rural & Urban Livelihood Linkages. Methods of Interventions – Technology, Training, Marketing, Policy Advocacy, Asserting Rights, Developing Local Economy, Credit, Infrastructure and Institution Building. Ownership and Management

UNIT V

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance. Government, Non Profit & Corporate Initiatives in livelihood promotion.

REFERENCES

1. Vijay Mahajan, SankarDatta and Gitali Thakur, (2001) A Resource Book for Livelihood Promotion, BASIX,
2. Phansalkar,(2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai, Sir Dorabji Tata Trust.
3. Livelihood - Key Concepts,(1999) ICRA Learning Resources
4. DFID (2001) Livelihood Framework - Sustainable Livelihood Guidance Sheets
5. Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HEALTH AND HYGIENE	6 hrs week
Code: 16MSWMP31		Credit: 5

Objectives :

- To orient the students on various concepts about Health & Disease.
- To enable the students to understand the various local, national and international organizations for health.

UNIT-I

Concept of Health and Disease - Physical, Social, Mental and Spiritual Dimensions of Health. Their importance on individual's positive health.

Public Health - Definition, meaning, functions and importance. Preventive, Social and Community medicine. Indicators of Health -Vital Statistics and its importance. Fertility , Mortality, Nupitality and Morbidity.

UNIT II

Medical Sociology ,Sociology of Medicine and Medical Social work - definition, meaning and their relevance to health and illness. Reproduction, Fertility and Contraception. Nutrition and health. Importance of nutrients and their consumption. Deficiency diseases - their prevention and control. Balanced diet. Health education-Principles and Methods.

UNIT III

Blood - composition, donation and transfusion. Blood Bank - nature, scope and functions.Disease- etiology, symptoms ,diagnosis and treatment. Communicable diseases like Leprosy, Tuberculosis, Malaria, Small pox, Cholera, Dengue, Sexually Transmitted Diseases and AIDS and Dengue - . Non communicable diseases like Cancer, Diabetes etc.

UNIT IV

Common health hazards among children. Mother and Child Health services - importance, programs of Government and non-governmental organizations. ICDS. Health Care Delivery system in India - Primary Health Centre, District Hospital –structure - staff pattern and functions and tertiary hospitals

UNIT V

Health planning and management - process and techniques. National Health, Population Policy and National health programmes in India. Occupational Health - Physical, Chemical,

Biological, Mechanical and Psycho-Social hazards. Nature and functions of government and non government, local, national and international organizations for Health.

References:

1. Akhtar, R (2004) India: Health Care Pattern and Practices, New Delhi, APH Publishing
2. Nirmala Nikethan (2004) Community Care and Support for Persons Living with HIV/AIDS – Challenges for the New Millennium, Bombay, Nirmala Nikethan.
3. Pomerleau, J, & Mckee, M (Ed) (2006), Issues in Public Health, New Delhi, Tata McGraw Hill.
4. Mishra, R.C. (2005) HIV/ AIDS education, New Delhi, APH Publishing Corporation
5. Ramasamy, P. (2008), General and Medical Sociology, Chennai, New Millennium Publications.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	MENTAL HEALTH	6 hrs week
Code: 16MSWMP32		Credit: 5

Objectives :

- To provide the basic knowledge about various mental illnesses.
- To explain the role of social workers in understanding and dealing with mental illnesses.

UNIT-I

Definition and Meaning of Mental Health, Mental Illness, Mental disorder. History of Psychiatry in India and abroad. International classification of mental illness. Relevance of knowledge of Mental Health and Mental Illness to Social work.

UNIT-II

Symptoms, etiology, diagnosis, prognosis and management of a) Neuroses - Anxiety states, Depressive reaction, Obsessive compulsive reaction, Convulsive disorder, Phobic reaction, Hypochondriasis. b) Psychosis- Functional, Affective disorders, Organic disorders.

UNIT-III

Symptoms, etiology, diagnosis, prognosis and management of a) Psychosomatic disorder, b) Personality disorders - alcoholism, substance abuse, anti social behaviour, sexual disorder, deviations, c) Psychiatric problems among children and adolescents, d) Epilepsy, e) Mental retardation.

UNIT-IV

Methods of treatment - Physical methods, Pharmacological management. Psycho- social methods, indigenous methods, Common cultural beliefs - culture bound syndromes, psycho-social rehabilitation in different settings.

UNIT-V

Community Psychiatry -History, principles and practices. Primary, Secondary and Tertiary prevention. Mental Health Act 1987 - Its implication to Professional Social Work Practice, District mental health programe-history-importance and applications.

REFERENCE

1. Antony, D,John,(2006), Mental Disorders Encountered in Counselling, Nochiodaipatti, Anugraha Publications.
2. Gelder, M et al,(2001), Shorter Oxford Text Book of Psychiatry, New Delhi, Oxford University Press.
3. Gabe, J et al,(2005), Key Concepts in Medical Sociology, New Delhi, Sage Publications.
4. Pilgrim,D, (2005), Key Concepts in Mental Health, New Delhi, Sage Publications.
5. Smith, E E et al, (2003), Introduction to Psychology, Bangalore, Thomson Asia Pvt. Ltd.

MSW II Year	CORE Specialization: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HOSPITAL ADMINISTRATION	6 hrs week
Code: 16MSWMP33		Credit: 5

Objectives

- To inform the students about the fundamental concepts of hospitals, hospital organization and hospital administration
- To help the students in learning about various hospital departments and their services, quality assurance in hospital service and Laws pertaining to hospitals.

UNIT -I

Hospital: Definitions, meaning, functions, history, growth and classification of Hospitals in India. Hospital Administration: Concept Definition, general principles , importance , functions.. Difference between Gneral and Hospital Administration.

UNIT -II

Hospital Organization: The Governing Boards, Committees. Hospital administrator , Role functions and duties. The Hospital Auxiliary Services. Role of Hospital in the Health Care Delivery System.

UNIT -III

Hospital Departments: Out-patient services, Dietary services, Nursing and Ward Management, Medical records, Laboratory services, Radiological services , Casuality and Emergency services., Human Resources Management(HRM) Department.

UNIT -IV

Quality Assurance in Hospital Service. Control of Hospital acquired infection and associated problems . Use of Computers in Hospitals. Ethics in Hospitals.

UNIT- V

Laws pertaining to Hospital: The Mental Health Act 1987 - Prevention of Food Adulteration Act 1954 - The Drugs and Cosmetics Act 1940 - The Births, Deaths and- Marriages Registration Act - The Epidemic Diseases Act 1897 - The Employees' Provident Fund Act 1952 - The Employees Pension Scheme 1995 - Employees Deposit Linked Insurance Scheme 1976 - The Employees State Insurance Act 1948.

References:

1. Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
2. Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.

3. Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
4. Goel SL (1981) Health Care Administration – A Text book, New Delhi, Sterling Publishing House.
5. Goyal,RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall India

MSW II Year	CORE Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FAMILY WELFARE MANAGEMENT	6 hrs week
Code: 16MSWFC31		Credit: 5

Objectives

- To provide the basic concepts about family welfare management
- To make the students to understand their roles in enhancing the capacity of the family

UNIT.I

Family-definition, origin, type, values and its importance.Role of family in the development of its members.Joint and Nuclear family and its characters, strengths and weaknesses.Single parent family and its problems.Marriage and its role in the family process.Changing pattern of family.

UNIT.II

Family disorganization - causes, impact and remedies. Marital problems and ways to manage it.Dysfunctional family.Communication in families. Nature and blocks in decision making. Communication skills for day to day living.Families with problems and ways to manage them.

UNIT.III

Family welfare - Concept and programmes organized by national, international organizations.Family Court. International Year of the Family - objectives and programmes.

UNIT.IV

Family life management.Family life cycle - Growth, Needs and Development tasks for each phase. Family Life Education - meaning, objectives and its content. Sex Education.Population education and Family Health Education.

UNIT.V

Role of Social worker in enhancing the capacity of the family to cope with the changing trends.Marital and family counseling.Family counselingcenter and its function. Government programmes for the welfare of the family.

REFERENCES:

1. CarterBetly& Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.

2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.
5. Dulton, DG, (1988), Domestic Assault on Women, London, Allyn and Bacon Pub.

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	WOMEN & CHILD WELFARE	6 hrs week
Code: 16MSWFC32		Credit: 5

Objectives

- To offer the basic concepts, approaches and programmes for child welfare.
- To provide the basic concepts, approaches and programs for women welfare.

UNIT.I

The place of child in the family and in society. Status of Children in India - Stages of child development. Child rearing pattern. Needs and behavioral problems of different types of children – Infants, Destitutes, Gifted, Neglected, Dependent, Exploited, Child labor, Street children, Sexually exploited, Dropouts, Delinquent children, Physically handicapped and Emotionally disturbed children.

UNIT.II

Child Welfare - meaning, objectives and scope. Mother and Child Health Services. Child Guidance Clinics. Importance of recreation in child development. Substitute family care - Adoption, Foster Care, Institutional care and its scope and limitations.

UNIT.III

Concept of Women's Welfare - Changing role and status of women in India with reference to religion, family economy and in the Media. Women's movement with special reference to India.

UNIT.IV

Problems of woman - Marriage, Educational backwardness, Working women, Women deprived of normal home life, Adolescent mothers, Traffic in Women and Girls. Problems of maternity, childcare, Menopause. Violence against women - infanticide, rape, Wife battering, dowry death, sexual abuse and victimization.

UNIT.V

Programs for Women and Child Welfare - Central Social Welfare Board, State Social Welfare Boards - National Council for Women, All India Women's Conference, Kasturba National Memorial Trust, National Children's Board. Rights of Children. National Policy on Children - National Institute for Public Cooperation and Child development. Integrated Child Development Services (ICDS), WHO, CARE, UNICEF. Legislations related to Women and Children.

REFERENCES:

1. Berk, Laura, E, (1996), Child Development, New Delhi, Prentice Hall India
2. Kusuma, A, (1997), Creativity and Cognitive Styles in Children, New Delhi, Discovery Publishing House.

3. Prasath, J & Kumari Koushik Vijay, (1996), Child Education and Social Development, New Delhi, Kanishka Publishers.
4. Rattan, Vijay, (1997), Women and Child Development and Sustainable Human Development, New Delhi, Sulthan Chand & Co

MSW II Year	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 3	YOUTH & MARGINALIZED SECTIONS	6 hrs week
Code: 16MSWFC33		Credit: 5

Objectives

- To provide the knowledge about the concepts, approaches and programmes for youth welfare.
- To orient the students about the concepts of people from marginalized section.

UNIT.I

Concept of Youth Welfare. Youth in contemporary Indian society. Different groups of youth. Problems of Youth - Psychological, Cultural, Social, Educational, Health, Occupational and Recreational.

UNIT.II

International Year of the Youth. Youth and Sports Policy. Existing service for youth- Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corp, Scouts and Guides, Youth exchange program, Leadership program. National Organizations - Structure and functions - Nehru Yuvak Kendra, YMCA, YWCA, Vishwa Yuvak Kendra.

UNIT.III

Handicapped-Concept, Attitude, Types, Causes, psycho-social effect, myths and misconceptions and stigma. Rehabilitation of the handicapped - psycho - social, vocational, educational. Various rehabilitation programs. National Policy for Handicapped. Agencies working for institutional care. National and International Organizations. Legal provisions- Persons with Disability Act 1995. Rehabilitation Council of India Act, National Trust Act.

UNIT.III

Marginalized communities - Meaning, criteria and classification - SC, ST and BC. Problems of the SC, ST & BC. Constitutional provisions, safeguards & welfare programmes for SC, ST & BC in five year plans. Role of NGOs and social workers for the welfare and development of weaker sections .

UNIT.V

The status of aged in India. Special needs and problem of the aged - Physical, emotional, social, occupational and adjustment problems. Programmes for the aged – Social Security for the aged, medical and institutional care. retirement benefits. Legislations related to aged, pension, provident fund and social security.

REFERENCES:

1. Chaturvedi TN, (1981), Administration for the Disabled – Policy and Organizational Issues, New Delhi, IIPA.

2. James, M,F, (1979), Untouchable: An Indian Life History, London, George Allen Unwin.
3. Jose,K, (1981), Scheduled Caste and Struggle Against Inequality – Strategies to empower the Marginalized, New Delhi, ISI.
4. Marry, Marshall, (1983), Social Work with Old People, London, Mcmillan Press.
5. Matha, D S, (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FIELD WORK PRACTICUM	6 hrs week
Code: 16MSWC34		Credit: 5

Objectives

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competent on it.

MSW II Year	NON MAJOR ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RIGHTS EDUCATION	6 hrs week
Code: 16MSWNM1		Credit: 4

Objectives

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.11

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

. The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, War victims, Prisoners, Custodial violence, Women and children, Senior citizens and Work situations.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

REFERENCES

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	LABOUR LEGISLATION – II	6 hrs week
Code: 16MSWHR41		Credit: 5

Objectives

- To make the students to understand legislations related to industrial deutes, trade union, catering establishment, labour welfare, holidays and permanent status of workman
- To provide knowledge to students on laws related to employment standing order, payment of allowances, wages and bonus.

UNIT.I

The Industrial Disputes Act 1947. The Trade Union Act 1926 and relevant case laws.

UNIT.II

The Tamil Nadu Catering Establishments Act 1958. The Tamil Nadu Labour Welfare Fund Act 1972. The Sale Promotion Employees (Conditions of Service) Act 1976 and relevant case laws

UNIT.III

The Industrial Employment Standing Orders Act 1946, The Tamil Nadu Payment of Subsistence Allowance Act 1981 and relevant case laws

UNIT.IV

The Payment of Wages Act 1936. The Minimum Wages Act 1948. The Payment of Bonus Act 1965 and relevant case laws

UNIT.V

The Apprentice Act 1961. The Tamilnadu Industrial Establishment (national and festival) Holidays Act 1958. The Tamilnadu Conferment of Permanent status of Workmen Act and relevant case laws.

REFERENCES:

1. Kapoor, ND, (2005), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2001), Business Law, New Delhi, Nabhi Publications.
3. Kumar H L, (1994), Labour Problems and Remedies, New Delhi, Universal Books
4. Mishra, SN (2007), Labour and Industrial Laws, Allahabad, Central Law Publications.
5. Pillai, Madhavan,K, (2000), Labour and Industrial Laws, Allahabad, Allahabad Law Agency.

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	INDUSTRIAL RELATIONS	6 hrs week
Code: 16MSWHR42		Credit: 5

Objectives:

- To enable the students to understand concepts of industrial relations, trade unions and collective bargaining
- To enable the students to understand various issues in the field of Industrial Relations.

UNIT-I

Industrial Relations - Concept, Objectives, Need, and Scope- Bipartite and Tripartite bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations. Concept of grievance, conflict and dispute. Recent trends in industrial relations in India. Approaches to Industrial Relations.

UNIT-II

Industrial dispute – causes and effects; Industrial unrest – types, impact, causes and prevention; Concepts – Strike, Lockout, Lay-off, Retrenchment, Termination, Discharge, Dismissal.

Management of Conflicts and Disputes: Process of Domestic Enquiry, Industrial Relations machinery – Negotiation, Mediation, Conciliation, Arbitration, Adjudication,

UNIT-III

Machineries of settlement of disputes – Works Committee, Conciliation Officer, Board of Conciliation, Court of Inquiry, Labour Court, Industrial Tribunal, National Tribunal.

Trade Unions -Concepts, Objectives, Functions, Structure, Administration, Growth of trade unions in India. Recent trends in union movement in India.

Employer's Association - aims, objectives and activities.

UNIT-IV

Collective Bargaining - concept, objectives, principles, scope, type, problems and process of bargaining; Difficulties in implementing collective agreements. Cases of Collective Bargaining based on field work experience.

UNIT-V

Workers Participation in Management- Concept, importance, objectives, forms and levels. Cases related to Workers Participation in Management based on field work experience.

ILO – History- Conventions – Recommendations followed in India.

References:

1. Bhatia SK,(2003), Constructive Industrial Relations and Labour laws, New Delhi: Deep & Deep.
2. Brian Lomas, (2006), Negotiating Successfully, New Delhi: Infinity Books.
3. Mamoria C B, (2005), Dynamics of Industrial Relations, Mumbai: Himalaya
- 4, Rao, Subba (1996), Essentials of Human Resources Management and Industrial Relations, Mumbai: Himalaya.
5. Sarma A M (1996), Industrial Relations – Conceptual and legal framework, Mumbai: Himalaya

MSW II Year	Core Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code: 16MSWHR43		Credit: 5

Objectives

- To provide information to students on compensation Management system and corporate quality
- To facilitate the students in bearing about Employee, Engagement Activities, Organizational culture and Training and Development

UNIT.I

Compensation Management System- Wage and Salary , Wage Structure , Wage Survey , Impact on Industry , Perks and Benefits , ESOP , Incentive and Bonus, Profit Sharing .

UNIT. II

Corporate Quality: Quality Circle, Total Quality Management, Total Production Maintenance, Kaizen, 5 S, Just in Time, ISO 9001, 16001, 18001, QS 9000, OHSAS.

UNIT.III

Employee Engagement Activities, HR Audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Corporate Social Responsibility: Concepts, Objectives, role of HR, significance of CSR, Social Accountability System.

UNIT.IV

Organizational Culture- concept, factors and impact- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques. Team Building. Concepts- Team effectiveness, significance of team working,

UNIT.V

Training and Development: Definition, need and Scope of Training, Training Need Analysis, Assessment of Return-on- Investment (ROI) on training; Methods of training, On-the-Job Training, Coaching, Mentoring, Management Games, Case Study, Role Plays, Job Rotation, Simulation Training, Training for workers, supervisors and managers. Evaluation of Training.

REFERENCE:

1. Arya&Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
2. Aswathappa, K, (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
3. Bhatia, B S, (2003), Human Resource Management, New Delhi, Deep & Deep
4. Chatterjee, Baskar, (2007), Human Resource Management, New Delhi, Sterling Pub.
5. Kushway, Barry, (2004), Human Resource Management, New Delhi, Crest Publishing

MSW II Year	Core Specialisation: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ISSUES IN CONTEMPORARY DEVELOPMENT	6 hrs week
Code: 16MSWCD41		Credit: 5

Objectives:

- To provide training students in understanding the concept of globalization and its impact on livelihood of the people and changing industrial scenario in India.
- To inform the students about the issues and problems related to women and development, issues of appropriate technology and development, consumer protection and training and development.

UNIT-1

Concept of Globalization and its impact on livelihoods of the people, Agriculture and Allied sector. Employment Generation.

Energy and Development -types of energy and energy consumption. Energy Crisis, Alternative source of energy with reference to gohar / biogas, wind, solar and nuclear energy. Programmes to promote non - conventional sources of energy.

UNIT-II

Changing Industrial scenario in India. Problems and Prospects related to Special Economic Zones. Casualization of work force and their welfare.

Ecology and Development: Status of Environment, global environment issues, causes and strategies to maintain ecological balance.

UNIT-III

Women and Development: Problems / status of Indian Women. Women as partners in development. Programmes / Polices/*legislation*, organizations for women's development.

Child Welfare –status of Indian children, child protection, issues relating to protection, policies, programmes.

UNIT-IV

Policy for Health and development: Status of health in India. Burden of diseses.Issues and problems in Indian health delivery system. National *policies and* programmes for the promotion of health.

Water and sanitation–water for life,health issues from lack of water and sanitation, water security.

UNIT-V

Consumer protection: Consumerism, Problems of consumer. Genesis and Development of consumer protection policies and organization.

Training and Development: Concept, Meaning and Methods of Training in Community Development Practice.

References:

1. Desai N & Patel V (1985) Indian women – Change and Challenges in the International Decade, New Delhi, Popular Prakhasan.
2. Giriappa, S. (1996) Rural Energy Crisis, New Delhi, Himalaya Pub. House.
3. Lester, R. B (1985) State of World, New Delhi, Prentice Hall
4. World Bank, (2006) World Development Report, Chennai, Oxford University Press.

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	PARTICIPATORY PROGRAMME PLANNING &MANAGEMENT	Hours 6
Code:16MSWCD42		Credit 5

OBJECTIVES

- To help the students understand the importance of participation in development.
- To help them understand the process in participatory planning and management.
- To develop their skills in managing the programme.

UNIT 1

Concept, Importance and Types of Participation in development. Concept of stakeholder, stakeholder analysis , advantages and disadvantages of participation of different stakeholders.

UNIT II

Concept, Meaning, Types of development projects.Steps / Stages in Project / Programme Planning.Importance of Participatory Project Cycle Management. Methods and Tools to promote participation in the various stages of project Cycle Management.

UNIT III

Participatory and Professional Management Techniques to improve Project management. Situation Analysis, Problem Analysis, Force Field Analysis, SWOT Analysis, Gender Analysis, Logical Framework Analysis.

UNIT IV

Methods to improve project transparency –FCRA procedures, Social Auditing, Participatory Budgeting, Gender Budgeting –Environmental Impact Analysis.

UNIT V

Concept, Meaning and Importance of Monitoring and Evaluation.Components of M&E.- Physical, Financial, Staff Performance.Technical aspects – Output, Outcome & Impact.Trends in People’s Participation in M & E.

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997), Whose Reality Counts – Putting the First Last, London, Intermediate Technology Publications.
3. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
4. Ian Scoones& John Thompson, (2004),Beyond Farmer’s First, London, ITDG.
5. Andrea Cornwall &Garett Pratt, (2003) Pathways to Participation – Reflections on PRA,

MSW II	Core Specialisation: Community Development	Max. Marks:100 Int.25 Ext.75
Semester IV	INTRODUCTION TO SOCIAL ENTREPRENEURSHIP	Hours 6
Code:16MSWCD43		Credit 5

OBJECTIVES

- To facilitate the understanding about social entrepreneurship among students.
- To expose them to the social enterprises.
- To strengthen their competence in social entrepreneurship.

UNIT-1

Need and importance of Third Sector in development. Typology of third sector - Voluntary, NGO, NPO, CBO, CSO, Growth of third sector in India. Performance of third sector.

UNIT-II

Concept, Definition, Importance of social entrepreneurship. Social entrepreneurship Vs business entrepreneurship. Social entrepreneurs and social change. Qualities and traits of social entrepreneurs. Select case studies of Indian Magsasay Award winners as social entrepreneurs – Ela Bhatt, M.S. Swaminathan, Vargheese Kurien

UNIT-III

Concept, Definition, Importance of social enterprises, types of social enterprises. Similarities and differences between social enterprises and business enterprises. Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship, Corporate Social Responsibility.

UNIT-IV

Select case studies of Indian Social Enterprises.

Financial Management of social enterprises. Venture capital for social enterprises. Corporate, Community and government support for social enterprises

UNIT-V

Social Marketing: concept, the 4 P's of marketing, phases of social marketing. Case studies related to Social and service marketing in the field of Health, Education, Environment and Human rights.

REFERENCES

1. David Bornstein, (2007) How to Change the World: Social Entrepreneurs and the Power of New Ideas, Oxford University Press.
2. Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits – A Toolkit for Social Entrepreneurs, John Wiley and Sons.
3. Alex Nicholls (2006), Social Entrepreneurship: New Models of Sustainable Social Change, Oxford University Press,
4. Peter Drucker (1990), Managing the Non Profits Organizations: Practices and Principles, Harpercollins.
5. Fred Setterberg, Kary Schulman (1985), Beyond Profit: Complete Guide to Managing the Non Profit Organizations, Harper & Row.

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTINGS	6 hrs week
Code: 16MSWMP41		Credit: 5

Objectives:

- To provide basic knowledge about the concepts of Medical social work.
- To explain the role of medical social workers in dealing with social and emotional components of illness.
- To help the students in learning the concepts of psychiatric social work practice.

UNIT -I

Medical Social work – Definition, Concept, historical development in India and abroad, Different settings for medical social work, Hospital as a formal organization – goods technology, structure and functions.

Psychiatric social work – Concept, definition, meaning, scope, History of Psychiatric social work in India and aboard. Evaluation of Professional training and facilities for psychiatric social work in India

UNIT- II

Concept of patient as a person. Sick role and illness behavior. Hospitalization of patient – impact on family. Need and methods for involvement of family in treatment process.

UNIT- III

Problems of psychiatric patients during pre – hospital, post hospital, Phase – patient, family and community perspective. Family potentials for psychiatric treatment and psycho – social rehabilitation. Concept of team work and multidisciplinary approach.

UNIT -IV

Role of Social worker in general hospital and psychiatric hospital and n dealing with social and emotional components of illness. Concepts of team work and multidisciplinary approach in health care social and emotional components of illness – with special reference to leprosy, Cancer, disabilities, epilepsy, sexually transmitted diseases, AIDS, Tuberculosis, Physically handicapped.

UNIT- V

Medical camps – meaning and objectives. Role social workers in organizing medical camp in rural and urban areas. Organizational setup required for medical camps – resource mobilization for medical camps ,tele medicine and tele psychiatry

Rehabilitation centers, half way home, sheltered workshop, occupational therapy unit, residential homes, geriatric centers

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 16MSWMP42		Credit: 5

Objectives:

- To enable the students to understand the concept of drug abuse in different perspectives.
- To help them understand the importance of counseling in the process of recovery.
- To strengthen their skills that would enable them to perform their role effectively.

UNIT -I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills and therapeutic skills.

UNIT -II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy ,alternative therapies(art ,drama ,narrative and relaxation therapies)

UNIT- III

Importance and application of Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling ,family counselling– Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- post traumatic stress disorder ,man made disaster ,victims of natural disaster ,psychiatric emergencies ,suicide. Relevance of counseling while dealing with persons with mental disabilities.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core Specialisation: Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – 4	DISABILITY MANAGEMENT	6 hrs week
Code: 16MSWMP43		Credit: 5

Objectives:

1. To sensitize student about the various disabilities
2. To diagnose the learning difficulties of students and helps than overcome the same.
3. To help students to review and reflect on the program of the course and where appropriate to identify ways of seeking changes in which habits or behavior.

UNIT- I

Disability: Definition, Causes, types and Prevalence of various disabilities. Learning Disability: awareness creation, Early Identification, Treatment and rehabilitation Prevention and Management of disabilities at Primary, Secondary and tertiary levels. Societal Attitudes towards persons with disability.

UNIT -II

Historical Perspective of Disability (Prevalence of Psychological and Sociological disability) in India and abroad (UK, USA), Governmental measures and programmes for persons with Disabilities

UNIT- III

Rehabilitation: Role of community involvement – Social Mobilization – guidance – Types of guidance – Net working with other service organizations - (Organized sectors – self – employment) – Government welfare Programmes

UNIT- IV

Approaches – Technology in disability – International Organizations working in the area of disability – National Legislation –U NO Conventions and declarations.

UNIT- V

Role of Social work methods with special groups (Woman, aged, children, Transgender). Multi disciplinary rehabilitation team and their roles – process of rehabilitation – early identifications – treatment – vocational rehabilitation.

References:

1. Albrecht G.C.Katherine D seelman & Michael Burry, (2001), Hand Book of disability studies, sage, London.
2. Sanchiler, Social welfare India.
3. Karanth, Pralibha & Joe Rozanio (2003), Learning disability in India, sage, London.
4. Hegarty seamous & Mithu Alur (2002), Education and children with special needs, Sage, London.
5. Grant (2005) Learning Disability, A Life cycle approach to valuing people, Open University press, London.

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	POPULATION DYNAMICS AND FAMILY PLANNING	6 hrs week
Code: 16MSWFC41		Credit: 5

Objectives:

- To inculcate the ideas about basic concepts and theories population and population status of India.
- To help the students to know about major demographic process, population growth and development and various aspects and methods related to family planning.

UNIT I

Introduction - importance of studying population - Population studies and demography - Basic demographic concepts. Demography as a social science, its relationship with sociology, social work, economics, political science - population theories - classical schools of thought; Malthusian - theory, optimum population theory, Marxist view on population and the theory of Demographic Transition.

UNIT II

Population characteristics - structure of Indian population sources of data, census, census operation, and census machinery.

UNIT III

Major demographic process - mortality, Infant mortality, Fertility, Morbidity, Migration - Definition, Factors (Social, economic and cultural) affecting these problems.

- a) Fecundity, sterility social basis of biological limits
- b) Society and sexual behavior - social attitude towards sex, sex taboos, puberty customs, Physical maturation, and age at marriage.

UNIT IV

Population growth and socio-economic development - population growth and availability of food, nutritional status, health and medical services, energy crises. Population growth and population trends -population policy - population projection.

UNIT V

Family planning - importance of family planning in India, Policies related to family planning, objectives of family planning, various family planning methods with their side effects. Population education - aims and importance of population education.

REFERENCES:

1. Bose, A. et al, (1970), Studies in Demography, London, George Allen Unwin Ltd.
2. Bhende, Asha, A, (1997), Principles of Population studies, Mumbai, Himalaya
3. Gupta, A, (2001), A billion is enough, New Delhi, IMH Publisher
4. Mitra, Ashok, (1978), India's Population : Aspects of quality and Control, New Delhi, Abhinav Publications.
5. Narain, Vatsala, (1983), Population policy perspectives in developing countries, Mumbai, Himalaya

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FAMILY AND MARITAL COUNSELLING	6 hrs week
Code: 16MSWFC42		Credit: 5

Objectives:

- To provide the information on counselling and enable them to acquire skills of counselling for carrying out counselling services related to family and marital problems
- To inform the students about the scope of counselling practice among families and marital partners.

UNIT I

Meaning and definition of counseling. Need and scope of counseling. Difference between Counseling, Guidance, Advice, Direction and Instruction.

UNIT II

Principles of Counseling - participation, individualization, confidentiality, communication, acceptance, self awareness, non-judgmental goal of counseling - Facilitating behavioral change -promoting decision making - facilitating client potential - enhancing coping skill - improving relationship

UNIT III

Counseling process - Counseling model -attending - responding to client - personalization of their experience - initiating action responses The five stage model - describe and identify the problem operationalize the problem - set goal and negotiate - intervene –exit. Consolidation of self help skills. Practice of counseling in family setting. Family - Family as a system - The family life cycle - Understanding the dysfunctional Family -Dysfunctional family system ,Life cycle task of the dysfunctional family system.

UNIT IV

Skills of a counsellor, listening-interviewing, rapport building, encouraging, characteristics of counsellors.

UNIT V

Scope of counselling - Family counselling to problem children, de-addiction counselling, crisis counselling, health counselling, family and genetic counselling, setting up a counselling center.

REFERENCES:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling.
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2003) Skills of Counselling – Micro Model, Nochiodaipatti, Anugraha Publications.
4. John, Antony (2005) Self Psychology Counselling, Nochiodaipatti, Anugraha Publications.
6. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

MSW II Year	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COUNSELLING AND PSYCHOTHERAPY	6 hrs week
Code: 16MSWFC43		Credit: 5

Objectives:

- To enable the students to understand the concept of Counselling and Psychotherapy
- To expose them to various therapeutic models.
- To help them understand the application of Counselling and Psychotherapy in different settings.

UNIT- I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills.

UNIT- II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy.

UNIT- III

Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling – Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- Mental Disorders and Counselling.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

References:

1. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha Publications.
3. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
4. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
5. Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	FIELD WORK PRACTICUM AND PRE EMPLOYMENT TRAINING	6 hrs week
Code: 16MSWC44		Credit: 5

Objectives for concurrent field work :

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competence on it.

Objectives for Pre employment (Block Placement) field work

- To orient students towards organizational performance.
- To strengthen the core social work competencies through intensive practice.

MSW II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PROJECT REPORT	6 hrs week
Code: 16MSWC45		Credit: 5

Objectives

- To provide an opportunity for the students to apply the various concepts.
- To help students develop their competency in doing research.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 1	POSITIVE PSYCHOLOGY	Hrs: 2 hrs week
Code: 16MSWV11		Credit: 1

Objectives:

- To orient students to the positive perspective of Psychology.
- To develop their understanding and its application in the practice of Social work.

UNIT I:

Positive psychology- concept and importance, Classification and measures of strengths.

UNIT II

Resilience-concept and importance, protective and risk factors, strategies to foster resilience.

UNIT III:

Pro social behavior – altruism, gratitude and forgiveness. Triangular theory of love.

UNIT IV:

Positive Environments – positive parenting, positive discipline, positive schooling, positive communities and me/we balance.

References:

1. Snyder, C.R. et al, (2011), Positive Psychology, New Delhi, Sage Publications India Private Limited.
2. Snyder, C.R. ed., (2002), Handbook of Positive Psychology, New Delhi, Oxford University Press.

MSW I Year	Value added	Max Marks 100
Semester – 1	LIFE SKILLS	Int: 50 Ext: 50
Code: 16MSWV12		2 hrs week
		Credit: 1

Objectives:

- To expose students to psycho social skills.
- To develop/strengthen the psycho social competence of students.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex. Empathy: concept of empathy, importance, development of empathy.

Relationship management: importance, expectations, conflicts, nurturing relationship. Communication: objectives, passive, aggressive and assertive communication.

UNIT II:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT III:

Problem solving: concept of problem, problem analysis, problem solving techniques.

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	COMMUNICATION FOR SOCIAL WORKERS	2 hrs week
Code: 16MSWV21		Credit: 1

Objectives:

- To enable them to understand the importance of communication.
- To help students develop the skills in communication

Unit – I

Communication – definition, need, Principles, people, approaches, problems. Communication channels

Unit – II

Functions, principles and goals of communication in professional social work. Social importance of communication – Communication in problem solving situation – Individual, group, Community, communication for social action – Social work as a communicator

Unit – III

Intrapersonal and interpersonal Communication – person to person to group and person to masers – Building effective relationship – Johary window – Transactional analysis – Communication to a person – Conversation – Interview – Body Language – Communication to group - Speech, Video taps, role play, mines, songs, dramas and street theatre .

Unit – IV

Communication to Masses – Mass Media: films – types – documentary, art, commercial educational religion – its impact electric media – Television – its effect to India society

Unit – IV

Mass Media and social issues, social changes, Mass Media in the Process of Social Development – in the area of family planning, rural development, work and child development programs, Non – formal health education health care etcNews paper and magazines and social issues – role of Mass media in natural integration

References

1. Kuppusamy, K.(1984): Communication and social Development in India , Banking Media Promotors
2. Bannerjee, S.(1979): Family planning communication, Acritique of the India Programmes
3. C.S.Rayudu: Media and Communication Management, Himalaya Publishing House
4. Krishna Mohan, MeeraBanerji: Developing communication Skills (Social education
5. P.kiranmaniDuttGeethaRajeevan: Basic Communication skills

MSW I Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 2	HUMAN RIGHTS	2 hrs week
Code: 16MSWV22		Credit: 1

Objectives:

- To provide information on basic concept of human rights education
- To educate the students about the constitutional provisions, Acts and commissions related to human rights to various groups

UNIT.1

Human Rights (HR): Concept, Meaning, Definitions and Classification-Civil and Political rights, Socioeconomic and cultural rights.

UNIT.II

International HR instruments: Universal Declaration of HR, Conventions of Child Rights, Convention against elimination of all forms of discrimination against women.

UNIT.III

The Protection of Human Rights Act (1993) - National Human Rights Institutions- National HR Commissions- National SC/ST Commissions - National Commission for Women - National Commission for Minorities. State Human Rights Institutions - State HR Commissions-State Commission for Women - State Commission for Minorities..

UNIT.IV

Human Rights for selected target population—SC/ST, Religious minorities, Physical, Visual and Mentally handicapped. AIDS victims, Refugees, Women and children, Senior citizens.

UNIT.V

Role of Civil Societies (NGOs, Consumer, Women and other special interest groups) and the role of mass media in Human Rights

References:

1. Diwan P & Diwan P, (1998), Human rights and the Law, New Delhi, Deep & Deep
2. Gogia, SP, (1996), Law Relating to Human rights, Hyderabad, Asia Law House.
3. Patil, Shivaraj V, (2005), Humility, Humanity and Human Rights, Madurai, SOCO
4. IHRE (2003), Human rights Study Material, Madurai, IHRE.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	BASIC ACCOUNTING PROCEDURE	2 hrs week
Code: 16MSWV31		Credit: 1

Objective:

The subject is to introduce the fundamentals of financial accounting and how these could be used for Social workers.

Unit – I

Meaning – Definition – Fundamentals of Book-keeping – Accounting Concepts and Conventions – Kinds of Accounts – Journalizing Rules - Subsidiary Books – Ledger Posting – Trial Balance. Tally in basic accounting procedure

Unit – II

Final Accounts – Trading, Profit and Loss Account and Balance Sheet – Manufacturing Account –Capital, Revenue and Deferred Revenue expenditure.

Unit – III

Depreciation – Meaning causes and need, methods – provisions and Reserves.

Unit – IV

Bank Reconciliation Statements – Meaning – Preparation of Reconciliations Statement (Simple problems only).

Unit – V

Non-Profit Organization – Introduction – Preparation of Receipts and Payments accounts – Preparation of Income and Expenditure accounts.

References:

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

References:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain& K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – HR: APPLICATION OF SOFTWARE IN HR	2 hrs week
Code: 16MSWV32		Credit: 1

Objective:

- Application of Software in HR
- To expose the students on application of software in HR admin
- To make the students to understand the appropriate tools in HR
- To provide opportunity to work on Application of software

Unit- I

Components of Wage, Methods of fixing wages, Attendance marking, Absenteeism Rate

Unit- II

Using Excel sheet- Calculation of wages, Deduction for ESI, EPF, Absenteeism,

Unit- III

Practical's using Excel sheet, online enrollment and deduction, submission of records for ESI, EPF

REFERENCE

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – MPSW : PRA	2 hrs week
Code: 16MSWV33		Credit: 1

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA. Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity

matrix, Problem / Solution Matrix, Pair wise diagram, Focus Group discussion, Triangulation ,Visuals, Matrixes, Observation, Interviews, Stakeholder workshops and meetings.

UNIT III

Using PRA for different purposes – Planning, Monitoring and Evaluation.PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall &Garett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. Neela Mukherjee, (1994), Participatory Rural Appraisal – Methodology & Applications, New Delhi, Concept Publishing Company.
- 4.Jules Pretty, Irene Guijit, John Thompson & Ian Scoons, (1995) PLA – A Trainer’s Guide, IIED.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 3	SKILL LAB – CD : ADVOCACY	2 hrs week
Code: 16MSWV34		Credit: 1

OBJECTIVES

- To help the students understand the concept and importance of advocacy.
- To strengthen their competence in advocacy.

UNIT I

Advocacy – Concept, need, types of advocacy, Advocacy Cycle: Issue identification, research & analysis, planning, action, Evaluation. Building foundations – gathering policy and political information, Assessing risk, Building Strategic relationships, establishing credibility.

UNIT II

Analyse Policies – Identify policy issues, identify key actors and Institutions, analyze the Policy environment, summarize the policy findings and identify options for policy change. Advocacy Strategy: Select target audiences, set a policy goal, identify allies and opponents, identify key messages and define advocacy activities.

UNIT III

Framing a plan: Set a time line, prepare a budget, prepare a log frame, and plan for monitoring and evaluation. Advocacy tactics: develop clear messages, reinforce messages, work through coalition, Communicate effectively, Negotiate, use of media and manage risks.

REFERENCES

1. PeltonEmity and Sprechmann Sofia (2001), **Advocacy tools and guidelines**, Atlanta, Cooperative Assistance and Relief Every (CARE)
2. Isaac Joan (2003), **Advocacy in Action**, Council for International Development.
3. Sharma R.Rita, **An Introduction to Advocacy**, Support for Analysis and Research in Africa (SARA)
4. Gordon Graham (2002), **Understanding Advocacy**, England, Tearfund Publications.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	RESUME WRITING, FACING INTERVIEW AND GROUP DISCUSSION	2 hrs week
Code: 16MSWV41		Credit: 1

Objectives:

1. To help the students to understand the resume writing
2. To help student to aware of interview process

Unit – I

Resume basics – Getting started – Purpose – format – useful sections – Objectives, Profile, Education, Relevant experience, relevant course work, Projects, Activities, Volunteering and honors, Skills.

Unit – II

Resumes and cover letters – Resume tips – Resume language, Resume mistakes, Don'ts, Dos, getting training, Plan to work internationally writing an effective cover letter, some general rules about letters, Action verbs for the resume, Sample cover letters.

Unit – III

Resume – Social Work – objectives, education – grade, scholarships and awards, professional development and certificates, skills profile – community development and Programme planning, individuals and group Counselling, administration, general transferable skills, work experience. Volunteer and community programme Co – ordinator, educational assistant, work experience co – ordinate, Memberships and activities. Memberships, Community / Volunteer service, Interests (General)

References:

1. Resume Basics – Getting started, career development and education, MAT 106, 253.692.4421, tcareer@u.washington.edu.
2. Card sozaka – Diaz Resumes and Cover letters, Sozaka@fas.harvard.edu
3. Kelly trevena, Resume – Social work, University of Region, career centre, www.urgenis.ca/career centre

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – HR:MAT LAB MANAGEMENT TRAINEE EXAMS PREPARATORY LAB	2 hrs week
Code: 16MSWV42		Credit: 1

Objectives

1. To help the students to concept of management trainee exams
2. To aware the principles of management trainees exams.

Unit-I.

General Aptitude and Reasoning, English Language,

Unit-II.

Comprehension types questions, General Awareness

Unit-III.

Principles of Management, Recruitment, Performance Management, Training and Development, Career Planning, Compensation and Benefits, Trade Union, Industrial Relation, Labour Legislation.

Reference

1. Aggarwal,R.S., Quantitative methods
2. Pandey,M.K., Analytical methods
3. Mamoria CB & S.Mamoria, Dynamics of Industrial Relations in India.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB – MPSW: DISASTER MANAGEMENT	2 hrs week
Code: 16MSWV42		Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

- 1) K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
- 2) Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
- 3) New Delhi: Indian Red Cross Society/ American red Cross
- 4) Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
- 5) Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster
- 6) Global Issue and Initiatives , Sage Publication/.

MSW II Year	Value added	Max Marks 100 Int: 50Ext: 50
Semester – 4	SKILL LAB –CD: DISASTER	2 hrs week
Code: 16MSWV42	MANAGEMENT	Credit: 1

Objective:

This course is aimed at Concept, Type and Impact of Disaster, Psychological Response to Disaster, Psychosocial needs of women, children, elderly and disabled, Psychosocial care.

Unit -1:

Introduction: Concept, Type and Impact of Disaster

Unit -2:

Psychological Response to Disaster: Reaction to Traumatic Stress, Stages and Phases of Reaction, PTSD, Dissociative Reaction

Unit -3:

Psychosocial needs of women, children, elderly and disabled

Unit -4:

Psychosocial care: Importance, need assessment, principles of Emotional support, basic techniques of psychosocial care, role of psychosocial caregiver, ethics for providing psychosocial care

Unit –5

Vicarious Trauma, Psychological and Physiological impact of disaster on rescuers, Management of Rescuer's stress.

References:

1. K. Shekheret. al. : Psychosocial care in Disaster Management : Facilitation Manual for Trainers of Trainees in Natural Disaster ; Nimhans , Care Bangalore
2. Prewitt Diaz, J.O. et. al. : Crisis to recovery : the road to resiliency ,
3. New Delhi: Indian Red Cross Society/ American red Cross
4. Prewitt Diaz, J.O. et. al. : Disaster Mental Health in India : Indian red cross
5. Elaine Enarson , P.G.DharChakrabarti : Women , Gender and Disaster

Syllabus

M.Phil in Management - Academic Year 2016-2017

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	RESEARCH METHODOLOGY FOR MANAGEMENT.	8 hrs week
16MPHILC11		Credit: 4

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Research : Meaning- purpose – types of research- significance of research in social and business sciences – steps in research : identification, selection and formulation of research problems, research questions- research design- formulation of hypothesis- review of literature .**UNIT –II:**

Sampling technique: sampling theory –types of sampling- steps in sampling- sampling and non- sampling error- sample size- advantages and limitations of sampling- data for research: primary data- meaning –collection methods observation- interview- questionnaire- schedule –experimental and case studies secondary data- meaning relevance, limitations and cautions.

UNIT – III:

Processing data: checking –editing –coding –transcription and tabulation data analysis- meaning and methods- quantitative and qualitative analysis structuring the report: chapter format – pagination of tables and figures- referencing – documentation- use and format of appendices- indexing

UNIT –IV:

Research report: types of reports –contents- styles of reporting- steps in drafting reports- editing the final draft – evaluating the final draft

UNIT – V:

Statistics in research: specific applications of measures of central tendencies, dispersion, skewness and kurtosis in research.

UNIT VI:

Measures of relationship: correlation – simple, partial and multiple regressions, simple and multiple

UNIT VII

Hypothesis testing and estimation: fundamentals of hypothesis testing – standard error – point and interval estimates – important non parametric test: kruskal wallis

UNIT VIII

Parametric tests: Testing significance mean, proportion, variance correlation testing for significance of difference between means proportion variance and correlation co-efficient

UNIT IX

ANOVA and Chi-square test: One way and two way ANOVA- Chi – Square test for association and goodness of fit

UNIT X

Measurement in Research: Measurement scales – test of good measurement – construction of Likert and semantic differential scales – sources of error measurements – scale validation

References:

- C. R. Kothari “Research Methodology”, New Age International Publishers, New Delhi.
- P. K. Sahu (2013), “Research Methodology”: A Guide for Researchers In Agricultural Science, Social Science and Other Related Field, Springer India.

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	FUNCTIONAL BUSINESS DECISIONS	8 hrs week
16MPHILC11		Credit: 4

11. Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - I:

Business Directions: Concept and process – Research as a decision support system – Component business research dimensions – Environment research – Research on

functional areas – Institutional research in the context of liberalization, privatization and globalization.

UNIT –II:

Research for Marketing Decisions: New product development research – Research and brand equity and preferences – Research on pricing strategies – Research on distribution channels – Research on salesmanship qualities and effectiveness – Research on advertisement copy – Research on media effectiveness – Research on consumer behavior – Research on marketing segmentation – Research on export marketing.

UNIT – III:

Research on Personnel Decisions: Research on effectiveness of different sources of recruitment and training – Research on leadership: Traits, Style and Effectiveness – Research on employee – Motivation, Absenteeism, Job satisfaction, Welfare measures, Quality of work life and Participation in management – Research on personnel information system.

UNIT –IV:

Research for organizational Decisions: Research on organizational issues, like climate, culture, creativity, change, development and excellence.

UNIT – V:

Research for capital market decisions: Research for primary market Trend and Determinant – Research on secondary market: Trend; volatility and Determinant – Research on performance of mutual funds – Research on investor behavior and protection – Research on global capital market instruments and institutions – Research on capital market information system.

UNIT VI:

Research for Financial Decisions: Research on cost of capital and capital structure – Research on risk – Return – patterns of projects – Research on working capital management – Research on credit management – Research on financial information system.

UNIT VII:

Research on Business strategies: strategic alliances - Mergers acquisitions – Restructuring – Reengineering – Corporate Governance – Ethics – Social responsibility.

REFERENCES:

Stephen P. Robins 11th edition, (2011), “Organizational Behavior”, PHI Learning / Pearson

Fred Luthans 12th Edition, (2013), "Organizational Behavior", McGraw Hill, New Delhi.

Gary Dessler 13th Edition (2015) "Human Resource Management" Pearson, London

Aswathappa.K "Human Resource Management": Text and Cases (English) 7th Edition

,
Philip T. Kotler , Kevin Lane Keller (15th Edition),(2011) "Marketing Management" ,

V.S.Ramaswamy&S.Namakumari (5th edition) (2015) "Marketing Management Global Perspective, Indian Context",Tata Mcgraw Hill, New Delhi.

12. Arun Kumar &N.Meenakshi (2010) "Marketing Management - Comprehensive Text, Best Practices, Corporate Insights", Vikas Publication, New Delhi

13.

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	EMERGING ISSUES IN MANAGEMENT	8 hrs week
16MPHILC11		Credit: 4

Objectives:

- To strengthen the understanding of research methods.
- To help them conceptualize research projects.

UNIT - 1: Emerging Trends in Marketing

Best practices in marketing of the twenty – first century

Customer – Relationship management

Case – studies of C.R.M

UNIT –2:

Build your brands for strategic success

Designing and managing services

UNIT – 3:

Activity Based Costing

Corporate Governance – Evolution and practices in recent times

Market Value Added

Stock markets, Factoring, Depository services and Derivatives

UNIT – 4:

Total Quality Management

The Enigma of Six Sigma – Kaizen

Continuous Improvement

Just In Time (J.T) Manufacturing and waste Elimination

UNIT –5:

ISO 9000 : Universal Standards of Quality

Bench Marking – Tales from the front

Advanced Techniques in material Management

The Background and significance of value – Engineering.

UNIT - 6:

The Promise of HRM

Work to live or live to work “achieving a work-life balance”

Human resources – profession – challenges and opportunities in the post – organization paradigm.

The HR challenges of International Business

UNIT - 7:

Definition and nature of Organization Development

OD in the contest of Liberalization.

Human Resources Accounting – Concepts, Postulates and Approaches

Natureana – Scope of Human Engineering.

UNIT - 8:

The world of ERP

ERP – Implementation – Pains and Gains – Application

ERP – Procedures and road map

Frequently asked questions on ERP

Finding out what Bio – informatics can do for you?

UNIT-9:

Distributed Databases – An Overview

Internet – what makes the difference?

Internet tools

Why object Oriented programming in C++

UNIT - 10

The ABC of Strategic Management

The reality of Mergers and Acquisitions

Knowledge Management

M & A – The challenge of learning to integrate

M & A – How many matches are made in heaven?

Trust and control in Strategic Alliances

Disinvestment

Best Practices in Re – engineering

The learning Focus

Business Ethics

Social Responsibility of Business, Business must talk about its social role

NGO Management

Emerging trends in public Management and governance.

REFERENCES:

Philip Kotler: (2001)" Marketing management "(Millenium edition), prentice hall of India P (ltd), New Delhi.

Zikmand d'Amico, (2000)."Marketing" South western, Thomson Learning

Sherlekar S.A.,"Marketing Management", Himalaya publishing, New Delhi

Micheal R.Czinkota & Masaaki Kotabe, (2000)" Marketing management", Vikas Thomson learning.

Douglas, J.Darymple (2000) "Marketing management" John Wiley & Sons,

MPhil- Management	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – II	RESEARCH	10 hrs week
16MPHILC21	DISSERTATION PROJECT	Credit: 12

Objective:

- To enrich the scholars with scientific research methods.
- To enable them to contribute to knowledge development through research findings.

BSW I Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –I	Prose, Poetry, Short Stories, Grammar and Composition-I	6 hrs week
Code:16BSWL12		Credit: 3

Objectives:

- To expose students to functional aspects of English language.
- To give them proper perspectives of life, by introducing them to the works of eminent men.
- To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin Luther King

UNIT: II POETRY

1. Daffodils -William Wordsworth
2. La Belle Dame sans Merci - John Keats

UNIT: III SHORT STORY

1. Astrologers Day
2. The Necklace - Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

Paragraph writing, Letter writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications,

BSW I Year	Core	Max Marks 100
		Int: 25Ext:75
Semester – I	Introduction to Professional Social Work	5 hrs week
Code:16BSWC11		Credit:4

OBJECTIVES

- To help the students understand the concept and the historical evolution of social work.
- To develop their understanding about professional social work.
- To enable them to understand the status of social work education in India.

Unit-I

Social Work- Meaning, Definition, Objectives, Functions, Principles, Values and Professional Ethics. Voluntary Social work, Radical Social Work and Constructive Social Work.

Unit-II

Historical Development of Social work - UK, USA and in India. Social Work Approaches – Charity approach, Welfare approach, Right based approach.

Unit-III

Introduction to Methods of Social work -Social Case Work, Social Group Work, Community Organization, Social Welfare Administration, Social Work Research, Social Action.

Unit-IV

Introduction to Fields of social work- meaning and concept. Scope of Social Work in different fields- family, community, medical, educational, Correctional and industry.

Unit-V

Social work education in India-Nature and Status of Social Work training institutions in India. Structure and functions of IASW, NASW, ASSWI.

REFERENCES

1. Gautam.PR, 2011, Centurmpress Social Work and Social Development ,
2. P.D.Misra, Beena Misra, (2010), Social Work Profesion in India, New Royal Books & Co.
3. Krishnakanth Sing (2011) An Introduction to Social Work, ABD Publishers
5. Dr. Sanjay Bhattacharaya (2009), Social Work an Integerasted approach, Deep & Deep Publication.
6. Kumar Jha (2011) An Introduction to Social Work, Anmol ,NewDelhi

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –I	Introduction to Social Problems	5 hrs week
Code:16BSWC12		Credit: 4

OBJECTIVES

- To expose students to the concept of social problems.
- To help them understand the various social problems.
- To enable them understand the social work interventions in combating the social problems.

UNIT 1

Social Problem: Definition, types, characteristics, causes.

Approaches to Social Problems: Social Pathology, Social Labeling,

Social Deviance, Social Disorganization.

UNIT- II

Poverty: Definition, causes, consequences and Programmes to eradicate poverty.

Unemployment: Definition, causes, Consequences, programmes to eradicate unemployment

Beggary: Definition, types, causes and rehabilitation.

UNIT III

Dowry: Definition, Causes, Consequences and Lorry

Domestic Violence – Definition, Causes, Consequence

Prostitution: Definition and meaning, types, effects.

UNIT IV

Child Abuse: Definition, Concept, types, causes, consequences.

Child marriage, Child Labour: Definition Causes , consequences.

Juvenile Delinquency: Meaning, definition, causes, effect.

UNIT V

Corruption: Definition, cause, Consequence.

Human Trafficking: Definition, cause, Consequence.

Alcohol & Substance Abuse: Definition, causes, types

REFERENCES

1. Madan G.R(1995), Indian Social Problems, Calcutta, Athmaran & Sons.
2. Dr. Sanjay Bhattacharya(2008), Social Work –Psycho-Social and Health Aspects.
3. Ahuja, Ram(1992), Social Problems in India, Jaipur, Rawat publication.
4. Krug G. Etienne et al (2002) ,World report on violence & health, Geneva, WHO.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –I	Sociology For Social Workers	5 hrs week
Code:16BSWA11		Credit: 4

OBJECTIVES

- To help the students understand the concepts of society.
- To facilitate their understanding about the components of society.
- To help them understand the relevance of the knowledge of society for social work practice.

UNIT I

Sociology: Definition, Meaning, Characteristics and Concept ,Definition, Meaning, Characteristics, Types,Society, Community, Social group, Associations, and Institution :

UNIT-II

Social Processes - Meaning, Types -Co-operation, Competition, Conflict, Accommodation, and Assimilation. Concept and meaning of culture, civilization, customs, folkways and mores.

UNIT-III

Social Institutions – Meaning, Primary & Secondary Institution, and Functions.
Socialization – Definition and functions. Agencies of Socialization.

UNIT-IV

Social stratification - concept, and forms. Concept of Caste, Class, and Race. Caste System in India.

UNIT-V

Social Control-, Definition, Concept, agents of Social Control.
Social Change – Definition, concept, process, factors for Social Change.

REFERENCES

1. Shankar Rao (2011) Principles of sociology,
2. Mandal(PD), 2011 Sociology of Social Stratification, Centurmpress,new delhi
3. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –I, ABD Publishers
4. Ashok Walekar, 2012, Encyclopaedia of Sociology and Social Work –II, ABD Publishers

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –I	Self Development	2 hrs week
Code:16BSWN11		Credit: 2

OBJECTIVES

- To help students understand the concept of self and the importance of being aware of it.
- To enable them understand the ways of knowing oneself.
- To develop their skills that would help them to achieve their goals.

UNIT I

Concept of Self, Ideal self, Real Self, Self image, Self esteem.

UNIT II

Self awareness: JOHARI WINDOW, Importance of feedback - constructive and destructive.
Disclosure- factors influencing disclosure, Self assessment.

UNIT III

Personality: Concept, types, factors influencing personality, personality change, measurement-
Application of Rajan 12 PTI

UNIT IV

Self development: Skills development- Empathy, Communication, Coping with stress and emotion, Problem solving.

UNIT V

Goal setting: concept of goal, importance, types: short term and long term, goal setting process (SMART)

REFERENCES

1. Allan, G. (1996) Kinship and Friendship in Modern Britain, Oxford, Oxford University
2. Betty Farber, (2000) , My Self, My Family, My Friends: 26 Experts Explore Young Children's Self Esteem, Preschool Publication.
3. Graham Allan's (1989) Friendship: Developing a Sociological Perspective, Hemel Hempstead.
4. John G Geier, (2001), Personal Profile System: A Plan to understand Self and Others, Performax Systems International, Carlson Learning Company

BSW I Year	Part –II English	Max Marks 100 Int: 25 Ext: 75
Semester –II	Prose, Poetry, Short Stories, Grammar and Composition-II	6 hrs week
Code:16BSWL22		Credit: 3

OBJECTIVES:

- 1) To introduce them to a few classics in English poetry
- 2) To develop their writing skills.
- 3) To give ample practice in grammar.

UNIT: I PROSE

- 1) The Gift of the Magi - O.Henry.

UNIT: II POETRY

- 1.The quality of mercy- Shakespeare
- 2.Solitary Reaper- Wordsworth

UNIT: III SHORT STORY

1. Refund-F fitz karinthy
2. How much land does a man need-Leo Tolstoy

UNIT – IV GRAMMAR

Revision of tenses, Infinitives, Gerund, Sentence pattern ,Nouns
,Pronouns,Verbs,Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.

- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Case Work & Group Work	5 hrs week
Code:16BSWC21		Credit: 4

OBJECTIVES

- To help the students understand the components of Social Case Work and Group Work.
- To foster their understanding about the process of Social Case Work and Group Work.
- To help them understand the applications of Social Case Work and Group Work in different settings.

Unit I

Social Case Work: Definition, Meaning, Concept, Objectives and History of Social Case work in India and Abroad. Basic components of Social Case Work - Problem, Person, Place, Process and Principles.

Unit II

Case Work Process – Treatment (methods and techniques) Study (Case recording, Interview, Collateral contacts etc) Diagnosis. Follow – up and termination.

Relationship - nature, establishment, maintenance, termination. Transference and counter transference.

Recording in Case Work: Importance and methods.

Unit III

Social Group Work - Definition, Meaning, Concept, Scope, Objectives and history. Principles of Group Work. Dynamics of group: Group formation, Structure and Functions of group.

Unit IV

Group work Processes: Planning phase, Beginning phase, Middle phase, Ending phase. Recording in Group work: Importance and methods. Program planning in Social Group work - Meaning, principles, planning stages. Roles of group worker, Skills of Social group worker.

Unit V

Application of Social Case Work in family & group work, educational institutions, community, industries hospitals and Correctional setting.

Application of Social Group Work & Social Case Work among children, youth, aged and women.

REFERENCES

1. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
2. Upadhyay,P.K. (2003), Social Case Work, New Delhi.
3. Ratna Guha, (2012) Social Work with Individual and Groups, , Centurmpress,
4. Gisela, Konopka. (1970), Group Work in the Institution, New York, Associated Press.
5. Trecker, HB, (1972), Social Group Work; Principles and Practices, Chicago, Association Press.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Field Work	5 hrs week
Code:16 BSWC22		Credit: 4

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –II	Psychology for Social Workers	6 hrs week
Code:16BSWA21		Credit: 5

OBJECTIVES

- To help students understand the concept of behavior.
- To enable them understand the factors influencing human behavior.
- To help them understand the importance of studying human behavior.

UNIT –I

Psychology - Meaning, Definition, Scope. Branches of Psychology. Importance of Psychology in Social Work practice.

UNIT -II

Developmental Psychology: Conception, Pregnancy – Child growth & development in each trimester. Delivery -types, Importance of prenatal development. Developmental tasks in each stage: Infancy to old age. .

UNIT -III

Personality: Meaning of Personality - Types of personality.

Learning, Meaning of learning - Types of learning, Learning Theories: Conditioning theory, operant conditioning theory.

UNIT –IV

Memory –Meaning, Types, Factors influencing of memory.

Behavior: Meaning, Types of behavior, factors influencing behavior.

Behavior modification: Definition and techniques.

UNIT –V

Intelligence: Meaning and definition of intelligence. Motivation - Meaning - Social and Psychological motives. Frustration - sources of frustration, Defense mechanisms – Meaning and types.

REFERENCES

1. Morgan, Clifford (1986), Introduction of Psychology, New Delhi, Tata Mc GrawHill
2. S..K .Mangal (2009) ,General psychology,
3. Hurlock, Elizabeth, (2002), Development Psychology, New York, McGraw Hill.
4. Hilgard & Atkinson, (1998), Introduction to Psychology, New York, HCB & Word.

BSW I Year	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –II	Understanding Family	2 hrs week
Code:16BSWN21		Credit: 2

OBJECTIVES

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT - I

Family-definition, origin, functions and its importance. Role of family in the development of its members.

UNIT-II

Urban, Rural, Tribal families: characters, strengths and weaknesses. Joint and Nuclear family: characters, strengths and weaknesses,

UNIT –III

Marriage and its role in the family process. Marital problems and ways to manage it.

UNIT – IV

Family Conflicts: parental conflicts-couple conflicts- relationship conflicts-: causes, impact and remedies. Changes in the Indian family system.

UNIT – V

Family Life Education - meaning, Stages: Stage 1: Family of origin experiences, Stage 2: Leaving home, Stage 3: Premarriage stage, Stage 4: Childless couple stage, Stage 5: Family with young children ,Stage 6. Family with adolescents, Stage 7: Launching children, Stage 8: Later family life,

REFERENCES

1. CarterBetly & Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.

BSW II Year	Language	Max Marks 100 Int: 25 Ext: 75
Semester –III	Prose, poetry,Short Stories, Grammar and Composition	6 hrs week
Code:16BSWL32		Credit: 3

OBJECTIVES:

1. To introduce the functional grammar to the students.
2. To expose creative writing to the students.
3. To enhance students' communication skills.

UNIT: I PROSE

- 1) University days – James Thurber
- 2) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 1) Night of the scorpion-Nissim Ezekiel
- 2) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 1) Karma-Kushwant Singh
- 2) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison,Conjunction,Adverb,Adjectives

UNIT: V COMPOSITION

Notemaking,Essay Writing,Describe A Place,Preson And Incident,Letter Writing,Dialogue Writing

TEXT PRESCRIBED:

- 1) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 2) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 3) Dr. S.Vincent. (Ed) Let’s Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 4) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

BSW I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	Introduction to Social Legislation	5 hrs week
Code:16BSWC31		Credit: 4

OBJECTIVES

- To expose students to the drivers of social legislation.
- To introduce students with the laws related to social problems
- To enable them understand the importance of social legislations.

UNIT I

Legislation – Meaning and Definition. Types of Legislation, Social Legislation - Meaning and Definition. History of Indian Constitution. Fundamental rights, Directive Principles of State Policy

UNIT II

Legislation related to Marriage - Hindu Marriage Act, Muslim marriage Act, Christian Marriage Act and Special marriage Act. Family Court.

UNIT III

Legislation related to Children - J J Act 2000, Child Labour Prohibition and Regulation Act, Protection of Children from Sexual Offences Act, 2012(POSCO Act),
Child Marriage Restraint Act.

Legislation related to Women- Dowry Prohibition Act, The Domestic Violence Act, MTP Act.

UNIT IV

Legislation related to amelioration of social problems- The Prevention of Atrocities against SC's and ST's Act, The Protection of Civil Rights Act, The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995

UNIT V

Right to Information Act. Right to Education Act, Consumer Protection Act. PIL,
Legal Aid Clinic- Meaning, Concept, Para legal aid, Need for legal aid clinic.

REFERENCES

1. Awasthi, SK. (1994), Manual of Marriage and Divorce Laws, Jodhpur, Rajasthan Law House.
2. Biswas. B. et al, (1971), Impact of Social Legislation and Social Change, Calcutta,
3. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.
4. Diwan, P & Diwan P. (1994), Children and Legal Protection, New Delhi, Deep & Deep Publication.

BSW Second Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –III	Social Welfare Administration	5 hrs week
Code:16BSWC32		Credit: 4

OBJECTIVES

- To introduce students to the concepts of administration.
- To familiarize students with administrative process.
- To enable students functions of Ministries in Social Welfare departments.

UNIT -I

Social Policy, Social welfare, Social Defence, Social inclusion and Social exclusion –
Concept & Meaning.

Administration - Meaning, Definition and characteristics.

Social Welfare Administration – Definition, Nature and scope.

UNIT -II

Ministry of Social Justice and Empowerment: History, structure and

Functions. Functions of Department of Social Justice and Empowerment, Department of Disability Affairs,

Ministry of Women & Child Development : History, Function

Structure and functions of Department of Social Welfare: Central Social Welfare Board, State Social Welfare Board and District Social Welfare Board.

UNIT-III

Basic Administrative Processes - Planning, Organizing, Staffing, Decision making, Co-ordination, Recording and Budgeting,

UNIT-IV

Personnel Administration - Staff selection, Induction, Training, Orientation, Placement, Service conditions, Discipline, Staff morale, Supervision and Evaluation.

UNIT-V

Public Relations – Meaning, need, Principles, use of different media. Fund raising. Communication system in the office. Application of computers and Records management in office.

REFERENCES

- Chowdhry, P. (1996), Social Welfare Administration, New Delhi, Athmaram & Sons.
- Sachdev D.R. (1998), Social Welfare Administration in India, New Delhi, Kitab Mahal.
- Shankar Pathak (2012) Social Work and Social Welfare, Nirmal Pub
- Kumar Jha(2002) Encyclopaedia of Social Work:Social Welfare and Social Work, Anmol ,NewDelhi

BSW II Year	Skill based	Max Marks 100
Semester – III	Communication Skills for Social	Int: 25Ext:75
Code:16BSWS31	Work Practice	2 hrs week
		Credit:2

OBJECTIVES

- To expose students to the importance of communication.
- To help them understand building effective communication.
- To strengthen their skills in communication to person and group.

UNIT I

Communication- Definition, Need and importance. Interpersonal and Intra personal communication. Communication in problem solving situation.

UNIT II

Building effective communication- Johari Window, Transactional Analysis. Skills for effective communication - Listening, Observing, Language, Writing.

UNIT III

Communication to a Person: Conversation –objectives and strategies , Interviewing skills- interviewing Tips, Technique, Questionnaire,types, Body Language-meaning, Types.

UNIT IV

Communication to a Group and masses: Public speaking, Poster making, Scripts for Street theatre, Documentation, Awareness songs – Steps, Principles and importance.

UNIT V

Scripts for a drama. Enacting a Drama on social themes. Script for Public Speaking. Role of mass media in social Change and National Integration

REFERENCES

- Vilanilam J.V., (1985), Education and Communication, Trivandrum, Kairali Books International.
- Dahama, O.P (1997), Education and Communication for Development, New Delhi, Oxford and IBH Publishing Company.
- Agarwal Hema (1995), Culture and Mass Communication, New Delhi, Rawat Publications.
- Neetamehta, 2011, The Media of Mass Communication, Axis Books,

BSW III	Skill Based	Max Marks 100
Semester –III		Int: 25 Ext: 75
Code:16BSWS32	IT Skills For Social Workers	2 hrs week
		Credit: 2

OBJECTIVES

- To understand the basics of computer.
- To acquire knowledge of MS word, Excel, Power Point and SPSS
- To learn the usages of computer in social work profession

UNIT I

Introduction to computers – Generations of computers – Classification of computers – application of computers. Computer Architecture – personal computer – Hardware / Software – operating systems – computer languages. Starting Windows – desktop – mouse – window maximizing, minimizing, restoring & closing a window. Using the start menu – control panel – windows explorer – copying, moving files – finding files or folders.

UNIT II

Starting word – creating a document – saving, printing, resaving and closing a document. Editing a document – move and copy text – Formatting Text and paragraph – finding and replacing text and checking spelling – mail merge.

UNIT III

Worksheet - Excel – getting started with Excel. Entering numbers – entering formula – editing cells and using commands and functions – moving and copying. Inserting and deleting rows and columns – creating charts – Data base in a Worksheet.

UNIT IV

Power point – slides – inserting new slides – clip arts – power point views – running a slide show – printing a presentations – format options – editing features. Internet – web browsers – email – search engines – chatting.

UNIT V

Introduction to data analysis – analysis of data through computer software – introduction to SPSS – variable list – variable code - value code – cross tabulation – simple statistical analysis.

REFERENCES

1. Taxali R.K (2005) PC Software for Windows, New Delhi, McGraw Company.
2. Jeff Walden ,More File Formats for Popular PC Software, New Delhi,Wiley
3. Stanley R. Trost , The best of IBM PC Software, New Delhi, SYBEX,

BSW II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –III	Life Skills Education	2 hrs week
Code:16BSWS33		Credit: 2

OBJECTIVES:

- To help the students understand self.
- To help them equip thinking skill, problem solving skill, coping skill
- To strengthen their Life skills.

UNIT I:

Life skills: importance, category of skills.

Self awareness: concept of self, self awareness- Johari window, concept of ideal and real self, inferiority complex.

UNITII

Relationship management: importance, expectations, conflicts, nurturing relationship.Communication:objectives,passive,aggressive and assertive communication. Empathy: concept of empathy, importance, development of empathy.

UNIT III:

Thinking skills: creative and critical thinking, strategies to develop these skills.

Coping skills: understanding emotions and stress, strategies to manage emotions and stress effectively.

UNIT IV:

Problem solving: concept of problem, problem analysis, problem solving techniques.

UNIT V

Decision making: problems in making decisions, decision making techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

BSW II Year	Part – II English	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Novel and English for Competitive Examination	6 hrs week
Code:16BSWL42		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The Guide – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors. Conditional clauses, Synthesis of Sentences; Simple, Compound, Complex. Combination of two or more simple sentences in to one simple sentences/ complex sentences/ compound sentences.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion Of Topic, Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Expansion of Proverbs

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai. Rs.60/.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai. Rs.70/.

BSW II Year	Core	Max Marks 100 Int: 25Ext:75
Semester – IV	Introduction to Community Organisation	5 hrs week
Code:16BSWC41		Credit:4

OBJECTIVES

- To expose students to the concept of community and community organization.
- To help them understanding the community dynamics.
- To strengthen their understanding about role of community organizer.

UNIT - I

Definition of community. Characteristics of community, Types of community, Difference between Urban, Rural, and Tribal community.

UNIT - II

Community Organization -Definition, objectives, assumption and Principles(12 Principles of M.G.Ross).
Community organisation as a method of social work.

UNIT III

Methods in community organization: Social action and social analysis.
Phases in community organization: Study, Analysis, Assessment, Decision Making, Organization.

UNIT - IV

Community Leadership-Meaning , Barriers and Challenges to Community Leadership.
Power structure in the community, Conflict resolution

UNIT -V

Role of community organizer. Application of community organization methods in Rural and Urban areas, during disasters and civil conflicts.

REFERENCES

1. Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New York, Harper & Row.
2. Gangrade. K.D, (1971) Community Organization in India, Bombay, Popular Prakasan.
3. A.J.Christopher, A.Thomas William, (2012), Community Organisation And Social Action, Himalaya Publishing House.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Social Work Research And Statistics	5 hrs week
Code:16BSWC42		Credit: 5

OBJECTIVES

- To help students understand concept of social work research
- To familiarize them with the methodology of conducting research.
- To orient them about the application of statistics in social work research.

Unit – I

Scientific Method- Meaning and Concept. Social Science research: Meaning, definition
Social work Research –Definition, Meaning and Objectives. History of Social Work Research
in India.

Unit – II

Identification and Formulation of a research problem. Hypotheses –Meaning and definition.
Importance of Review of Literature.

Unit – III

Research Design – Meaning, definition. Types of Research Design –Exploratory, Descriptive,
Survey design

Sampling – Meaning, definition. Types of Sampling – Probability: Simple random and
stratified random and Non-probability: Purposive, Snowballing

Unit – IV

Data Collection – Methods and Tools – Observation, Interview, Interview Guide, Interview
Schedule, Questionnaire. Pilot Study and Pre-test.

Unit – V

Statistics – Meaning and Importance. Central Tendency – Mean, Median and Mode. Measure
of Dispersion-quartile deviation, standard deviation. Diagrammatic and graphic
representation of data – Histogram, Bar diagram, Pie diagram. Research Report Writing –
Chapterization and bibliography .Uses of Computer in Social Science Research

REFERENCES

1. Goode, Wand Hutt, P.K (1981), Methods of Social Research, New Delhi, McGraw Hill..
2. Gupta. S.P (2005)), Fundamental of Statistics, New Delhi, Sulthan Chand.
3. Kothari.C.R (2011) Research Methodology, New Age International Publishers
4. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
5. P.N.Narayana Raja(2009), Knowing and Doing Research, By the Author

BSW IIYear	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –IV	Field Work	6 hrs week
Code:16 BSWA41		Credit: 5

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	0 hrs week
Code:16BSWS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura’s year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs Editor – Balvinder Singh, Chandigarh – 160 019

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work in Community	5 hrs week
Code:16BSWC51		Credit: 5

OBJECTIVES

- To expose students to the concept of community and community development.
- To help them understand the problems relating to rural and urban life.
- To develop insight into the structure and functions of rural and urban bodies.

UNIT – I

Community: Meaning Definition, Types-Rural , Urban and Tribal.
Development – Meaning, development indicators, Sustainable development
Community Development - Concept, Definition, Meaning, History, Need, Objectives

UNIT - II

Rural Community Development: Meaning, definition. Rural Development in India - Origin and background - Srinekethan, Marthandam, Firka Development, and Etowah Pilot Project. structure and functions of rural local bodies (73rd Amendment). Problems of Rural people in relation to Agriculture, Employment, Education, Water and Health.

UNIT - III

Urban Area: Town, City, Metropolis, Suburbs, Satellite towns -Meaning and characteristics. Urban Community Development - Meaning, Scope, structure and functions of local bodies (74th Amendment). Problems of Urban life with reference to pollution and waste management.

UNIT – IV

Tribal community development – meaning, definition, structure and functions of Governing bodies. Problems of tribal in relation to Basic amenities, education and culture.
Slum - Meaning, definition, History and problems. Role of slum clearance board.

UNIT – V

Rural Community Development Programmes – Role of Government & Voluntary agencies. Institutions concerned with Rural Development - National Bank for Agriculture and Rural Development(NABARD) , Council for Advancement of People’s Action & Rural Technology (CAPART) and *District Rural Development Agencies(DRDA)*.
Urban development programmes- *Jawaharlal Nehru National Urban Renewal Mission (JNNURM)*, Urban basic services, Prime Minister's Integrated Urban Poverty Eradication Programme.
Tribal welfare programmes - Integrated Tribal Development Project (ITDP).

REFERENCES

1. Debendra, K.Das (1994), Dynamics of Rural Development, Perspectives and Challenges, New Delhi, Deep and Deep Publications.
2. Mukherii, B (1996), Community Development in India, New Delhi, Orient Longman.
3. Kumar Jha(2002), Social Work and Community Development, Anmol ,NewDelhi
4. Margaret Ledwith(2005), Community Developments A critical Approach, Rawat Publication.

BSW III Year	Core	Max Marks 100
Semester –V	Social Work In Health Setting	Int: 25 Ext: 75
Code:16BSWC52		5 hrs week
		Credit: 5

OBJECTIVES

- To familiarize them with the concept of Public Health.
- To help students understand the concept of Mental health and Community health .
- To expose students in the field of Medical social work.

UNIT - I

Health - Meaning and definition. Public Health - Meaning, Definition, Objectives and functions. Health care delivery system in India. National Health Policy, Health Programs in India: National Rural Health Mission (NRHM): incorporating Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH), Indian Public Health Standards (IPHS) and PRI Panjayat Raj Institutions

National Urban Health Mission (NUHM), Reproductive and Child Health Programme (RCH), National AIDS Control Programme (NACP), World Health Organization (WHO)

UNIT - II

Medical Social Work - Definition and meaning, Symptoms of diseases - Leprosy, Cancer, Diabetes, STD, AIDS, Tuberculosis. Role of Medical Social Worker

UNIT - III

Mental Health - Meaning and Definition. Mental illness – Types, characteristics of Neurosis and Psychosis. Mental retardation- Types, characteristics.

UNIT – IV

Psychiatric Social Work - Meaning and Definition. Role of Psychiatric social worker in general.

Community Health- meaning and concept. Health education – Meaning, Definition and importance health education

UNIT - V

Hospital Administration - Definition, Meaning, Types, General principles, Functions and its importance. Social worker as a member in Multi- disciplinary team.

REFERENCES

1. Kabil, Krishnan (1971), Social Services Opportunities in Hospitals, Bombay, TISS.
2. Kapur, Malavika (1995), Mental Health of Indian Children, New delhi, Sage Publications.
3. Pathak, S.H (1961), Medical Social Work in India, Delhi, Delhi School of Social Work.
4. Shorter, Edward. (1997), A History of Psychiatry, New York, John Wiley and Sons.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Social Work with Family	5 hrs week
Code:16BSWC53		Credit: 5

Objectives:

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT – I

Marriage: Meaning and Definition. Types of Marriage, Role of Marriage in Family Process. Family – Meaning and Definition., Origin, structure, values, functions and its importance

UNIT – II

Types of Family: Joint Family, Nuclear Family, Extended family and its characters, strengths

Family Tree (Pedigree): Need for family Tree, Role of family in the development of its members. Changing pattern of family. Single parent family and its problems.

UNIT – III

Family Disorganisation – Causes, Impact and remedial measures, Marital problems and ways to manage it. Communication in families. Families with problems and ways to manage them.

UNIT – IV

Importance of Family in Individual’s Development, Parenting Styles in developing children. Family Welfare – Planning, Programming and Methods of Family Planning – Temporary and Permanent.

UNIT – V

Social Work Interventions: Family Life Education - meaning, objectives . Counselling: Premarital counselling, Family Counselling, Family counselling centre in Tamil Nadu. National and international Organisations working for family welfare.

References:

1. Bee Dell, C and residential life with Children, London: Routledge and Kegan paul.
2. Daridson.F. and Gorneiki B 1964, Care of children in day centers, Genera W.H.O., Publications.
3. Young Husband, 1967, Social work with families, Recorage allen & Unw.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	Field Work	5 hrs week
Code:16BSWC54		Credit: 5

OBJECTIVES

- To expose students in field realities through issue based for the students
- To help students understand the scopes for the social work practice in different Issue based
- To strengthen students professional competence of the students.

SW III Year	Allied	Max Marks 100 Int: 25 Ext:75
Semester – V	Basics Of Counselling	6 hrs week
Code:16BSWA51		Credit:5

OBJECTIVES

- To expose students to the concept of counselling and its needs
- To familiarize them with process of counselling.
- To orient them about the application of counselling in social work practice.

UNIT-I

Counselling- Definition, Meaning & Need for counselling. Difference between counselling, advice, guidance and psycho therapy –relaxation therapy.

UNIT-II

Principles of counselling: Authenticity and congruence, Participation, Individualization, Confidentiality, Communication, Acceptance, Self Confidence, Self awareness and Non judgmental attitude –

UNIT-III

Skills of a counselor-stage I - Pre-helping phase-Primary level accurate empathy, Genuineness, Respect and concreteness- Stage II Skills: advance accurate empathy, self disclosure , confrontation, Immediacy, Stage III skills- Identification of Problem, Goal setting, means, feed back and follow up.

UNIT-IV

Counselling responses: Interpretation, Probing, Supportive, Evaluative and Understanding. Counselling process- I- Clarifying the problem and goals for counselling, 2- Structuring the counselling relationship and procedures, 3-Building a deeper relationship, 4-Exploring feelings, behavior or thoughts, 5- Deciding on some plans of action, trying these out and evaluating them, 6-Terminating the relationship.

UNIT-V

Scope of counselling in different fields: Marital and family, School counselling, crisis counselling- AIDS counselling. Counselling with aged and employees.

REFERENCES

1. Barki B.C. & Mukhopadhyay. (1998), Guidance and Counselling- A Manual, New Sterling Publisers Pvt.Ltd.
2. Ackerman.W Nathan, Psychodynamics of Family Life, New York, Basic Books Inc.
3. Antony John (2003), Skills of Counselling, Dindigul, Anugraha Publications.
- 4.

BSW III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –V	Development Policies and Programmes	2 hrs week
Code:16BSWS52		Credit: 2

OBJECTIVES

- To help students understand development Policies.
- To foster their understanding about the development programmes.

UNIT I – Development – meaning and concept , development policies in India .Introduction to various ministries working for women,children, rural,urban,sc/st, backward classes

UNIT II

Rural development Programmes -,Pradhan Mantri Gram Sadak Yojana,Swarnjayanti Gram Swarozgar YojanaIndira Aawas Yojna, Mahatma Gandhi National Rural Employment Guarantee Act-2005,pura

UNIT III- Urban developent Programmes –JNNURM- Jawarharlal Nehru national urban renewal mission ,UIDSSMT- urban infrastructure development scheme for small and medium towns,NUIS- National urban information system

UNIT IV

Women development programmes - Support to Training and Employment Programme for Women (STEP),National Mission for Empowerment of Women (NMEW),Rashtriya Mahila Kosh (RMK) , National Maternity Benefits Scheme (NMBS)

Child development programmes- Integrated Child Development Services (ICDS) Scheme, Integrated Child Protection Scheme, Reproductive and Child Health Programme

UNIT V

Labour and employment programmes –Employment assurance scheme, Jawahar Rojgar Yojana JRY, Food for work, Prime Minister's Rozgar Yojana (PMRY)

REFERENCES

1. Gautam P.R., Singh R.S, Social Work and Social Policy (Concepts and Methods), Centrum Press, New Delhi, 2011. 1st Edition
2. Bhartiya.K.Anoop. Kumar Singh Dinesh, Social Policy in India, New Royal Book Company, Lucknow, 2003.
3. <http://india.gov.in/my-government/schemes>

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Social Work in Industries	5 hrs week
Code:16BSWC61		Credit: 4

OBJECTIVES

- To understand the growth and importance of Industries in India.
- To understand the existing welfare measures in Industries.
- To familiarize to the application of social case work as method to deal with laborer problems in industries.

UNIT –I

Industry - Meaning and Definition, Growth and Importance of Industries in India. Concept of Employee. Importance of Employee and employer relationship.

UNIT -II

Labour Problems in India with specific reference to absenteeism, Indiscipline, Alcoholism and Drug addiction. Other problems related to industries.

UNIT -III

Industrial Social Work - Meaning and definition, Objectives, Importance and Role of Industrial social worker.

UNIT - IV

Employee Welfare - Meaning, Need and importance, Scope, Principles. Welfare benefits in Indian Industries .Corporate Social Responsibility - definition, meaning, concept, need and importance, CSR activities.

UNIT - V

Application of Social Case Work and Group Work in Industry with reference to absenteeism, indiscipline, alcoholism and drug addiction.

REFERENCES

- Moorthy, M.V (1968), Principles of Labour Welfare, Vishak, Gupta Brothers.
- Sarma, A.M (1995), Aspects of Labour Welfare and Social Security, Mumbai, Himalaya Publications.

- Tyagi, B.P (1996), Labour Economics and Social Welfare, Meerut, JaiPrakash Nath.

BSW III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Field Work	5 hrs week
Code:16BSWC62		Credit: 4

Objectives

- To expose the students to the practical realities in the field.
- To enable them to practice the social work methodologies.
- To strengthen the professional competence of the students

Field work will be offered in a daily and full time basis in an agency selected to provide a satisfactory learning experience for 16 days (including holidays) in a social welfare /development organization, educational institution, community setting (slums, villages). It is designed to give the trainees continuity of work experience.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Project Work	6 hrs week
Code:16BSWE61		Credit: 5

OBJECTIVES

- To enable them gain the experience of conducting research.
- To strengthen their competence in conducting research in the field.
- To strengthen their skills in writing research reports.

Each candidate is expected to select a research problem in the selected field of social work and prepare a research design by the end of 5th semester in consultation with the research supervisor. A copy of the report shall be submitted to the department on or before 31st March in the sixth semester.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Women and Development	6 hrs week
Code:16BSWE62		Credit: 5

OBJECTIVES

- To orient students status of women in India.
- To make the students understand the Issues related to Women.
- To help students understand the programmes and schemes related to women.

UNIT- I

Women : Status of Women in India- Women's Movements – Pre – independent, Post – independent and Current women's movements.

UNIT- II

Women and Health: Health status of women in India – Mortality and Morbidity factors influencing health – Nutrition and health, Reproductive health – HIV and AIDS control program.

UNIT -III

Changing role of women – Marriage – Single parent – Motherhood – Widows. Women entrepreneurship: Self help Group. Managing personal and professional roles.

UNIT –IV

Indian Constitution and provisions relating to women. , Violence against, women ,Legal protection , Family Courts , Rights of the women, National Commission for Women.

UNIT – V

Women Development approaches in Indian Five – Year Plans , women and leadership – Panchayath Raj – Political Role and Participation – NGOs and Women Development – National and International Funding Agencies.

REFERENCES

1. Sagar Rajive, Delhi, 2010, Women and Professional Development in India,.
2. **Pruthi, Raj Kumar; Rameshwari Devi and Romila Pruthi (2001). Status and Position of Women: In Ancient, Medieval and Modern India. Vedam books.**

BSW III Year	Elective	Max Marks 100
Semester –VI	Youth Development	Int: 25 Ext: 75
Code:16BSWE63		6 hrs week
		Credit: 5

OBJECTIVES

- To orient students basic concepts related to youth development.
- To make the students understand the problems of youths.
- To help students understand the programmes for youth development.

UNIT I

Youth – Meaning, definition, classification. Concept of Youth Welfare, Youth in Contemporary Indian society.

UNIT II

Problems of Youth – Biological, Psychological, Sociological, Cultural, Physical, Educational, Occupational and Recreational.

UNIT III

Youth leadership development: Leadership types, Programmes to improve leadership, Youth rights, Youth culture, Youth movements

UNIT IV

Youth policies and programmes: Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corps, Scouts and Guides, Youth exchange program,. Youth and Sports Policy.

UNIT V

National Organizations -. Nehru Yuvak Kendra, YMCA ,YWCA, Vishwa Yuvak Kendra , Rajiv Ghandhi National Institute of youth Development--Structure and functions.

REFERENCES

1. Saraswathi, S (1980), Youth in India, Delhi, Indian Council for Social Science Research.
2. Arimpoor Joe (1982), Indian Youth in Perspective, Chennai, Salesian Institute of Public Arts.
3. Simhadri C.Yedla (1989), Development of Emerging World Youth, Delhi, Mittal Publications.
4. Hassan, M.K(1985), Prejudice in Indian Youth, New Delhi, Classical Publishing Company.

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Child Protection	6 hrs week
Code:16BSWE64		Credit: 5

OBJECTIVES

- To orient students basic concepts related to Child Protection.
- To make the students understand the Issues related to Children.
- To help students understand the programmes and schemes related to Child Protection.

UNIT I

Child: Definition, Status of Children in India/world, Child Protection: meaning, definition, nature, Need for child Protection.

UNIT -II

Child Abuse: Definition, concept. Types of Child Abuse: Child trafficking, Child labour, Violence, Child marriage, sexual abuse, corporal Punishments. Interventions for Child Abuse.

UNIT -III

Child Protection and rights of the children: *United Nations Convention on the Rights of the Child* (UNCRC), Policies for Children, JJAct.

UNIT – IV

Child Protection: Role of Family (Parenting Style), Role of Teachers (Positive discipline, Mentoring style), Role Of NGO, Role of Government, Role of Social Worker in Child Protection,

Resilience : Meaning, Importance, building resilience among children

UNIT – V

Agencies working for children: United Nations Children's Fund(UNICEF), CHILDLINE-1098, Integrated Child Protection Scheme (ICPS): State Child Protection Unit, District Child Protection Unit, **Integrated Child Development Services**(ICDS), **Indian Council for Child Welfare**(ICCW), Save the Children

REFERENCES

1. **Child protection:** A handbook for parliamentarians, UNICEF, 2004.
2. Humanitarian Action for Children: Building resilience: UNICEF 2011
3. Child Protection Information Sheet: UNICEF

BSW III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Welfare of the Disabled	6 hrs week
Code:16BSWE65		Credit: 5

OBJECTIVES

- To understand the concepts, types and problems of persons with disability.
- To familiarize students with the legislations related to persons with disability.
- To help them understand the initiatives of Government and Non-Governmental Organisations.

UNIT – I

Definition, & Concepts of Disability, impairment, handicapped and rehabilitation.

Types of disabilities - Visually impairment, hearing impairment, mentally challenged, orthopedically handicapped.

UNIT – II

Causes of Disability – Genetic, environmental, Problem: Psychology nutrition etc.

Psycho - Social problems of the disabled.

UNIT - III

Rights of the person with disability, Role of social worker in the promotion of their rights.

UNIT – IV

Rehabilitation – Goal, objectives, approaches and process. Role of family and community in the process of rehabilitation.

UNIT – V

Policies and Programmes for person with disability. Role of Govt. and NGO in disability management.

REFERENCES

1. Chaturvedi T.N. (1981), Administration for the Disabled, New Delhi, IIPA.
2. Meths D S (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.
3. Freeman M, James (1979), Untouchable - An Indian Life History, London, George Allen & Unwin.
4. Kabra Govind Das (1984), Development of Weaker Sections: Organisational Alternatives, New Delhi, Inter – India Publication.

BSW III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester –VI	Participatory Rural Appraisal	2 hrs week
Code:16BSWS61		Credit: 2

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA.

UNIT II

Tools of PRA / PLA. Nature and Classification of PRA Tools. Visuals, Matrixes, Observation, Interviews, Focus group discussions, Visions, Stakeholder workshops and meetings.

UNIT III

Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed

UNIT IV

Major PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram, Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Semi structured Interview, Focus Group discussion, Triangulation etc.

UNIT V

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. N.Narayanasamy (2009), Participatory Rural Appraisal, Sage Publication.

SYLLABUS FOR B.BA FROM THE ACADEMIC YEAR 2016-2017

BBA I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:16BBAL11		CreditS: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhp;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext:

		75
Code:16BBAL12	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week Credits: 6

Objectives:

1. To expose students to functional aspects of English language.
2. To give them proper perspectives of life, by introducing them to the works of eminent men.
3. To develop their reading skills through reading short stories.

Unit: I Prose

A Glory has Departed-Jawaharlal Nehru.
The Duty Of the Society to the Artist - E.M.Foster
Tree Speaks-C.Rajagopalachari.

Unit: II Poetry

Sonnet XVIII-William Shakespeare
The Good Morrow-John Donne
O Captain! My Captain-Walt Whitman

Unit: III SHORT STORIES

Games At Twilight-Anita Desai
The Gateman's Gift-R.k.Narayan.
The Open Window-H.H.Munro

Unit: IV GRAMMAR

Nouns, Pronouns, Articles, Prepositions, Verbs, Transitive and Intransitive verbs, Participles, Gerunds, Infinitives, Tenses, Active and Passive Voices.

Unit: V COMPOSITION

Writing letters
Note-Making
Precise Writing

Text Prescribed:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition.
5. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
Code: 16BBAC11		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – Meaning, Nature, Level of Management – Administration and Management – Schools of Management Thought – F.W. Taylor, Henry Fayol, Howthorne Experiments.

Unit II:

Planning – Meaning – Importance – Process of Planning – Types of plans – Single use and Repeat use
plans – Forecasting – Techniques of forecasting – Decision making – Importance and process.

Unit III:

Organization – Meaning – Importance – Principles of Organization – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control – Committee – Merits and Drawbacks.

Unit IV:

Staffing – Recruitment, Selection, Training – Direction – Leadership – Importance – Qualities – Styles – Communication – Importance – Types – Barrier to Communication – Motivation – Importance – Intrinsic and extrinsic motivation.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

- 1) Harold Koontz, Heinz Weihrich 7th Ed 2007 - TATA McGraw HILL Essentials of Management – an international perspective
- 2) Harold Koontz, Heinz Weihrich, a Ramachandra Aryasri - TATA McGraw HILL – Principles of Management.
- 3) R N Gupta 2007 S.Chand- Principles of management.
- 4) By Cassidy kreitner - Cengage Learning Publisher International Books - Principles of Management – 2013.
- 5) By K. Natarajan & KP. Ganesan – Principles of Management. Himalaya Publication

BBA I Year	Core	Max Marks 100
Semester – 1		Int: 25 Ext: 75
Code: 16BBAC12	FUNDAMENTALS OF COMPUTERS	5 hrs week
		Credits: 4

Pvt, Ltd, - 2012

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – necessity of computers, computer generations – types of computers – functional computers and their interactions - input and output storage devices - application of computers

Unit II:

System software and application software – single user/multi-user operating system. DOS- features, Advantages – internal commands – files – directory – drive – setting - paths. External commands- Format, Disk copy, EXE and COM files.

Unit III:

System Requirements-Introduction to word processing-Starting MSWord, Customizing the Work Place-Types of views and styles, File management tools- Columns-Tables-Mail merge.

Unit IV:

Introduction to spread sheet, Basic skills for working with spread sheet- Short cut minus – entering, editing, protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel-Graphs and charts.

Unit V:

What is a presentation-Creating and manipulating presentation- Enhance presentation, Inserting objects- Templates-Integrating with other software.

Reference Books:

- 1) C.S.V.Moorthy Ed 2012 – Himalaya Publishing Home– Fundamentals of Computers
- 2) Vishal Soni Ed 2012 – Himalaya Publishing Home – Fundamentals of Computers
- 3) P.Mohan Ed 2009 – Himalaya Publishing Home – Fundamentals of Computers
- 4) Vishal Soni Ed 2008 – Himalaya Publishing Home – Computer Application for Management
- 5) P.Mohan Ed 2011 – Himalaya Publishing Home – Computer Business Application

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Business Statistics	6 hrs week
Code: 16BBAA11		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I :

Definition – application of statistics in various fields. Collection of data – primary data and secondary data – framing a questionnaire – sampling – methods of sampling – classification – characteristics, objects, types - frequency distribution – tabulation – types – simple problems.

Unit II :

Diagrammatic presentation – types – line diagram. Bar diagram, pie diagram – graphic presentation – graphs of frequency distribution – histogram, frequency polygon, frequency curves, ogives – simple problems.

Unit III:

Measures of Central tendency – mean, median, mode - geometric mean, harmonic mean – quartiles, deciles – merits and demerits – problems. Measures of Dispersion – range – inter quartile range, mean deviation, standard deviation – combined mean – standard deviation – co-efficient of variation.

Unit IV:

Correlation & Regression - Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation – Rank Correlation – Concurrent Deviation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers – Laspeyre’s – Bowley’s – Fishers and Marshall Edgeworth – Time and Factor Reversal Test. Time series – Calculation of straight line and moving average trend – seasonal variations and seasonal index.

Text Book:

1.R.S.N. Pillai & V. Bhagavathi, Statistics, S. Chand & co., New Delhi, 2000

Reference Books:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics Anmol Publications Private limited New delhi, 2003
3. Jagroop Singh, Gurvinder Singh, Business Mathematics and Statistics, Kalyani Publishers, Chennai,2008.
4. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

BBA I Year	Non Major Elective	Max Marks 100 Int: 40 Ext: 60
Semester – 1	INTRODUCTION TO BUSINESS ADMINISTRATION	2 hrs week
Code:16BBAN11		Credits: 2

Objectives:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the staffing.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – definition – nature of business administration – principle. Planning – Definition – characteristic – importance – advantages – limitations – steps in planning.

Unit II:

Organising – definition – steps – importance – bases – function. Territory – customer – uses of staff – delegation of authority.

Unit III:

Staffing – definition – recruitment – sources. Selection – techniques – training – methods – performance appraisal – importance.

Unit IV:

Directing – definition – elements – orders. Motivation – importance. Leadership – style – importance. Communication – meaning – process – importance – barriers – ways to overcome.

Unit V:

Controlling – meaning – steps – qualities of good control system – benefits of controlling.

Text Book:

1. L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2001.

Reference Books:

1. Stephen P Robbins, Organisational Behaviour, Prentice Hall of India Private Limited, New Delhi, 2002.
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.B. Gupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.
4. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
5. Parampal Singh, Principles & Practice of Management, Kalyani Publishers, Chennai, 2008

BBA I Year	Part I – TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:16BBAL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyf;j;Jpd; mikg;G Kiwfs; etPd mYtyf;j;Jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltb;iffs; gzpNghf;F xg;gil;G nray;Kiwfs; - mjp;fhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;Jpl;l; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mik;j;Jy; ikag;gLj;Jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbt;f; fl;Lg;ghL – tbtik;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpyLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;Jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPI;L Kiwfs; ika;f Nfhg;gPI;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPI;L – Kiw fl;lfuhj;Jpapd; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;j;Jsp;f;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

BBA I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 16BBAL22	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

Objectives:

1. To introduce them to a few classics in English poetry
2. To develop their writing skills.
3. To give ample practice in grammar.

Unit: I PROSE

- 1) The Gift of the Magi-O.Henry.
- Discipline is the great teacher-John Holt.
My Visions for India-A.P.J.Abdul Kalam.

Unit: II Poetry

- The Road Not Taken – Robert Frost
Coromandel Fishers – Sarojini Naidu
The Unknown Citizen – Wyatan Hugh Auden.

Unit: III SHORT STORIES

- Some Words With a Mummy – Edgar Allan Poe
The Ant and The Grasshopper – W.Somerset Maugham
The Dying Detective – Sir Arthur Connan Doyle

Unit: IV GRAMMAR

- Sentences - Assertive or Declarative, Interrogative, Imperative, Exclamatory, Fragments,
Transformation of Sentences: Interchange of Affirmative and Negative Sentences,
Interchange of interrogative And Assertive, reported speech, phrasal verbs.

Unit: V COMPOSITION

- Idioms
Expansion of proverbs
Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	MANAGERIAL ECONOMICS	5 hrs week
Code: 16BBAC21		Credits: 4

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

Unit II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

Unit III:

Demand forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2000.

Reference Books:

1. R.L. Varshney – Sulthan chand & sons -19 th Edition- Managerial Economics .
2. By Kuldeep Gupta Raj Kumar - Business Economics UDH Publishers & Distributors (P) Ltd – 2013.
3. By Appannaiah, Reddy & Shanthi – Economics for Business - Himalaya Publication Pvt, Ltd, - 2013.
4. By Dr. K. Jothi Sivagnanam & Dr. R. Srinivasan (Author) - Business Economics.- McGraw Hill Education (India) Private Limited – 2010.
5. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai,

BBA I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	COMPUTER APPLICATION IN BUSINESS	5 hrs week
Code:16BBAC22		Credits: 4

Objectives:

1. To understand the basic concepts of database management system.
2. To introduce them with the popular concept like Internet and E-Commerce.
3. To create awareness on application of computers in different business perspectives.

Unit – I

Introduction to MS Access - Database – Creating Database – Overview of tables and queries – Creating Tables – Creating View – Creating Forms – Creating Reports.

Unit – II

Networking - single & multi – user systems – networking concepts – advantages – types of network, protocols. Data communication – need, E-mail, FTP, remote login, and serial & parallel data transfer.

Unit – III

Internet and its applications - history – advantages – World Wide Web - linking with internet – Internet in India.

Unit – IV

E-Commerce an overview – definition - E-business – potential benefits of E-commerce – the intranet and WWW enablers of E-commerce – Input of E-commerce Security – Organizational Topics – Implications for Accounting Profession.

Unit – V

Business Applications of Computers – payroll, personnel records – inventory control - Automated Teller Machine advantages - disadvantages - system safeguard etc., credit card – debit card - Personal Identifications number(PIN) Corporate Banking.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.

Reference Books:

- 1) C.S.V.Moorthy Ed 2012 – Himalaya Publishing Home– Fundamentals of Computers
- 2) Vishal Soni Ed 2012 – Himalaya Publishing Home – Fundamentals of Computers
- 3) P.Mohan Ed 2009 – Himalaya Publishing Home – Fundamentals of Computers
- 4) Vishal Soni Ed 2008 – Himalaya Publishing Home – Computer Application for Management
- 5) P.Mohan Ed 2011 – Himalaya Publishing Home – Computer Business Application

BBA I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	BUSINESS MATHEMATICS	6 hrs week
Code: 16BBAA21		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the Commercial Arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Association of Attributes-Introduction-Different between correlation and Association – Methods of studying Association –Proportion method-Yule’s co-efficient method-Association of Three Attributes.

Unit III:

Commercial Arithmetic – Interest – Simple - Compound - normal rate – effective rate – depreciation – present value – discounting of bills – face value of bills – banker’s discount – banker’s gain – normal due date – legal due date - calculation of period for banker’s discount and true discount .

Unit IV:

Differentiation – formulate – application of derivative – marginal cost – marginal revenue – elasticity – maxima and minima conditions – problems.

Unit V:

Matrices – definition and notation – addition of matrices – multiplication of matrices – matrix inversion – solving a system of linear equations (Matrix of order up to 3 X 3) using matrix inversion – rank of a matrix – testing consistency of linear equations.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

BBA I Year	Non Major Elective	Max Marks 100 Int: 40 Ext: 60
Semester – 2	ENTREPRENEURIAL DEVELOPMENT	2 hrs week
Code:16BBAN21		Credits: 2

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Entrepreneurship – meaning – definition – entrepreneurs – definitions – role – qualities of an entrepreneur - Women entrepreneur – problem.

Unit II:

Product and characteristics – types of products – consumer vs industrial – durable vs non-durable – intermediate – engineering vs non-engineering – demand based – technology based products.

Unit III:

Criterion for product selection – availability of market – technology – finance – raw material – skilled labour – water – power – transport – special licenses – infrastructural facilities .

Unit IV:

Analysis for project – market analysis – technical analysis and financial analysis.

Unit V:

Report writing – format of report – institutional arrangements for entrepreneurs – TICC – SIDCO – DIC – credit facilities from banks.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Hisrich and Peters – Irwin- Entrepreneurship - Starting, Developing, and Management a new Enterprise
2. Prasama Chandra, Projects – ‘Planning, Analysis, Selection, Implementation and Reviews’, Tata McGraw-Hill Publishing Company Limited 1996.
3. P. Pednekar Entrepreneurship 2012
4. S.Taneja Entrepreneurship Development 2012
5. Vasanth Desai Theories of Entrepreneurship 2011

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	PRINCIPLES OF ACCOUNTING	6 hrs week
Code:16BBAC31		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, average due date and account current and to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Petty Cash book – Cash book – Trial Balance.

Unit II:

Rectification of Errors – Bank Reconciliation Statement – Accounting for bills of errors – Bank Reconciliation Statement – Accounting for bills of exchange.

Unit III:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern – Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit IV:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet.

Unit V:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Text Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, Financial Accounting, Pass Publication, Madurai, 2007.

BBA II Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 3	BANKING THEORY LAW AND PRACTICE	6 hrs week
Code:16BBAC32		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Cheques – Crossing – Meaning – Definitions – kinds of crossing - Endorsement – Meaning – Definition – Types – Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence

Unit IV:

Bank lending – Principles of sound lending - Secured Vs Unsecured advances – Types of advances – Advances against various securities.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2008.

Reference Books:

- 1.K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2009
2. Kamatam Srinivas, Merger and Acquisition in Indian Banking Sector, Himalaya Publishing Home, 2011
3. V.A.Avadhani, Fundamentals on Money and Banking, Himalaya publishing Home, 2009
4. P.K.Khanna, Management of Banks, Himalaya Publishing Home, 2012

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	HUMAN RESOURCE MANAGEMENT	5 hrs week
Code:16BBAC33		Credits: 4

Objectives

1. To understand the meaning and concept of Human resource management.
2. To understand the role of human resource management in real situation.
3. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- a. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

1. K. Aswathappa 4th Ed 2005 TMH - Human Resource and Personnel Management (Text & Cases)
1. Biswajee&Pattannayak 2nd 2003 PHI Human Resource Management
2. R.V BADI , Human resource management - 2011
3. K.K.Chaudhary , Human resource management principles and practice - 2013
4. Human resource management text and cases – 2010

BBA II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	STRATEGIC MANAGEMENT	2 hrs week
Code:16BBAS33		Credits: 2

OBJECTIVES:

1. To understand the basic concept of Strategic management.
2. To identify the situations in Strategic management.
3. To familiarize with the basic Principles, Policies of Strategic implementation

Unit – I

Strategic Management : An Introduction:- Strategy/ Strategic Management; Definitions; Levels of Strategy; Core of competence – Approaches to strategy Making; Roles of different strategies; Strategic Management Process; Benefits and Relevance of Strategic Management; Limitation – Principles of Good Strategy – Strategic Management in India.

Unit – II

Mission, Objectives and Social Responsibilities :- Mission – Elements of Mission statement; Mission and Strategy- Objectives, Goals and Targets; Factors affecting objectives; Top-down and Bottom-up Approaches; Social Responsibility of Business - Social Audit.

Unit – III

SWOT Analysis and strategy formulation:- SWOT Analysis; Techniques for Environmental Analysis; Relating SW and OT; TOWS Matrix

Unit –IV

Strategy Implementation:- Steps in strategy Implementation – Leadership implementation; communicating the strategy; annual objectives; Functional Strategies; Resource allocation; development of policies; organizational implementation; evaluation and control; approaches to strategy implementation.

Unit – V

Strategy and Structure:- Strategy structure Relationship – Organisation – Principles and Types; Strategic control – premise control; implementation control; Strategic Surveillance; Special alert Control – Business portfolio Analysis – Trends in portfolio strategy.

Reference Book:

1. Charles W.L.Hill & Gareth R.Jones – ‘Strategic Management Theory, An Integrated approach’ – Houghton Mifflin Company, Princeton New Jersey, All India Publisher and Distributors, Chennai, 1998.
2. R.Nanjudeiah -Strategic planning and business policy -2003 – Himalaya Publishing house Pvt ltd
3. P.Subba Rao – business policy & strategic management - 2011- Himalaya Publishing house Pvt ltd
4. R.M.Srivastava – management policy & strategic management -2016 Himalaya Publishing house Pvt ltd
5. V.S.Mangnalie , KB.Ramanando –strategic management & global challenges -2012, Himalaya Publishing house Pvt ltd

BBA II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	COMMUNICATIVE SKILLS	2 hrs week
Code:16BBAS31		Credits: 2

Objective:

1. To enable them to develop skills in spoken English
2. To ignite interest in the listeners to speak English
3. To develop them in oral communication through constant practice

Unit I:

Pronunciation of words – Referring to the dictionary for the correct pronunciation. Basic knowledge of phonetic symbols and sounds peculiar to English language.

Unit II:

communication – Process - Importance – Barriers - Oral communication skills – Answering for meetings. Seminars. Conferences.

Unit III:

Dialogue between the students for different situations including telephone conversation- correction by the master. Students to choose a topic from the available topics and record them – Master to correct grammar, pronunciation, stress and intonation.

Unit IV:

To learn new words from the programs, speaking sentences using the words. Exercise in word making – Antonyms – Prefixes and suffixes – To solve crossword puzzles which are part of the programme.

Unit V:

Nonverbal communication skills – Postures ,Gestures.

Books and Audio – visual aids recommended

1. D.K.Tripati, Team Building and Leadership – 2011
2. M.S.Beg, Introduction to creative Writing – 2013
3. M.N.Rudra Basava Raj, Executive Development in India and Abroad – 2011

BBA II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 3	INFORMATION MANAGEMENT	2 hrs week
Code:16BBAS32		Credits: 2

OBJECTIVES:

1. To know the various aspects of management information system
2. To understand the concepts of data base management system
3. To understand the use of management information system in the functional areas management.

Unit-I

Concepts of Information – definition – historical development – communication model – mathematical – definition of information – redundancy - technical dimensions - data life cycle - value of information - in decision making and other situations

Unit-II

Data Processing – definition – evolution – needs – functions – systems –costs - transaction – data storage and Retrieval. Database – definition – characteristics - functions – advantages - providers – users - logical data concepts - data storage - types. Data base structures - file and data base organization.

Unit-III

Information system – concepts – definition – elements – characteristics - classification of system - System modeling – definition – benefits – classification – function and structure based - time referenced and uncertainty based. System Security – definition – characteristics - Layers of system security - types of security exposure.

Unit-IV

Structure of Management Information System - functions - steps in MIS design - gross and detailed design – structure - classical - activity - function and location - Client Based Structure. Issues in MIS structure – formal Vs informal. User machine interaction and extent of integration.

Unit-V

Information Based Support Systems – planning – control – decision making. Support system for knowledge management - functional areas of management - information systems for HRM, Financial Management, Marketing Management, Operations Management

Text Book:

1. Gordon B. Davis. Margrethe H.Olson. Management Information Systems, Tata McGraw Hill Publishing Company Ltd. New Delhi, 2007.

Reference Books

- 1) Robert G. Murdick, Jocl. E. Ross.James R. Claggett -3rd Edition PHI publications- Information System for Modern Management
- 2) Kroenke & Hatch. 3rd Edition Mc.Graw Hill Publications- Management Information System
- 3) P.Mohan, Management Information System – 2012
- 4) Kamat and Zaveri, Management Information System – 2011
- 5) D.Sharma, Information Technology for Business – 2010

BBA II Year	Allied	Max Marks 100 Int: 40 Ext: 60
Semester – 3	WORKING CAPITAL MANAGEMENT	6 hrs week
Code:16BBAA31		Credits: 5

OBJECTIVES:

1. To enable the students to understand the concept of working capital management
2. To identify the factors of working capital management in India
3. To know the techniques and policies of working capital management

UNIT I

Introduction – nature of working capital – planning of working capital – management of working capital in India – problem aspects (simple problems only).

UNIT II

Management of cash and marketable securities – introduction – motives for holding cash – objectives of cash management- factors determining cash needs – strategies and Techniques of cash management – problem aspects (simple problems only)

UNIT III

Receivables management – Introduction - Objectives –Credit policies – credit terms – Collection policies – problem aspects (Simple problems only)

UNIT IV

Inventory Management – Introduction – objectives – Benefits – Techniques – EOQ Model – Problem aspects (Simple Problems only)

UNIT V

Working capital financing – Introduction – Trade credit – Bank credit – Commercial Papers – Certificate of deposits(CDs) – Factoring – Definition and mechanism- Problem aspects (simple problems only)

References:

1. Khan & Jain, 2nd Ed, TMH, Financial Management
2. Prasanna Chandra, 6th Ed, TMH, Financial Management
3. P.Periyasamy, Working Capital Management – 2013
4. Khan and Goyal, Capital and Money Market – 2011
5. D.Sharma, Working Capital Management – 2010

BBA II Year	Core Subject	Max Marks 100 Int: 25 Ext: 75
Semester – 4	PRINCIPLES OF COST ACCOUNTING	6 hrs week
Code:16BBAC41		Credits: 4

Objectives:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Cost accounting – meaning – objectives – importance – advantages – cost accounting vs .financial accounting – cost accounting Vs. Management accounting – classification and elements of cost – components of total cost preparation of cost sheet

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials – labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit III:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit IV:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss
– Equivalent production.

Unit V:

Reconciliation of cost and financial accounting – meaning - need for reconciliation – procedure of reconciliation.

Text Book:

S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai,2008.

Reference Books:

- 1) S.P.Jain and K.L.Narang, 2011, Kalyani, Publishers -Cost Accounting Practice and Theory
- 2) Richard M. Lynch, 2010, Tata McGraw Hill- Accounting for Management
- 3) By Dr.Meena Gayol - Accounting for Managers - Publisher: Wiley India Private Limited - 2013
- 4) By J. Madegowda – Accounting for Managers – Himalaya Publication Pvt, Ltd, - 2012.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL BEHAVIOUR	6 hrs week
Code:16BBAC42		Credits: 4

Objective

1. To develop an understanding of interpersonal and organizational dynamics.
2. To develop the personality of an individual
3. To understand the emerging issues in organizational dynamics environment

Unit I:

Organizational Behaviour – definition – nature – key elements – distinctions – approaches.
Foundation of human behaviour – challenges.

Unit II:

Individual dimensions of OB – definition - determinants – personality theories – types.
Learning – theories – process – behaviour modification – attitude – perception

Unit III:

Group dynamics in organization – meaning – types – behaviour – cohesiveness – decision making – group development – stages

Unit IV:

Organizational culture – creation – sustaining – organization change process – causes of resistance to change – overcoming resistance to change

Unit V:

Organizational development – meaning – definitions – characteristics – process – methods – interventions – change agent

Reference Books:

1. Stephen.P Robbins 2005 Ed PHI - Organization Behaviour.
2. **By Stephen P. Robbins Timothy A. Judge - Organizational Behavior Pearson Education – 2012.**
3. **By K. Aswathappa Himalaya Publishing House Pvt. Ltd. (10th Edition) - Organizational Behavior – 2013.**
4. **By Mohini Sukhapure & Uday N. Limaye – Organizational Behaviour – Himalaya Publishing House Pvt.Ltd. - 2010.**

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ENVIRONMENT OF BUSINESS	5 hrs week
Code:16BBAC43		Credits: 4

Objectives:

1. To provide the basic knowledge about the business environment
2. To provide a foundation to understand the subjects like business policy.
3. To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy1991-Evaluation of New Economic Policy- Privatization – nature – objectives- Public Sectors in India – growth – achievements – failures.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC’s – merits and demerits of MNC’s. Regulation globalization - challenges of globalization to Indian industry – WTO.

Text Book:

1. Francis Cherunilam, Business Environment Himalaya Publication House, New Delhi, 2008.

Reference Books:

1. Francis B Cherunilam ,Himalaya Publishing House 2011- Business Environment and Policy
2. By P. Leelakrishnan – Environmental Laws in India. - LexisNexis India -2010.
3. By Richard Schaffer, Beverley Earle, Filiberto Agusti- International Business Law and its Environment. Thomson/South-Western, 2005.

BBA II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
Code:16BBAC44		Credits: 4

Objectives:

1. To enable the students to understand the concept of retail management
2. To enable the students to understand the various retail organizations
3. To develop the skills to understand the distribution channel in retail management

Unit I:

Retailing – meaning – evaluation – retailer in the distribution channel – retailer – functions – benefits – retailer scenario - current and future.

Unit II:

Retailing environment – economic – political – legal – technological – global competitive environment – type of competition frame work for analyzing competition

Unit III:

Retail organization and Formats – store based and non store based formats – generalist – specialist retailer – service retailing.

Unit IV:

Store management – role of store manager in store merchandising – item space allocation – arrangement self service – factor in self service – check out operations – check out system and productivity.

Unit V:

Understanding conception and consumer – changing consumer demographic – life style changes – shopping behaviour – retail and outlet choice – legal and ethical issues in retailing – retailing – Indian experience

Text Book:

1. Barry Berman and Joel R. Evans, Retail Management, PHI Publication, New Delhi, 2005.

Reference Books:

1. Swapna Pradhan 2007 TMH – Retail Management
2. A.Mustaffa, Retail Management – 2011
3. Banumathi & Jayalakshmi, Retail Marketing – 2010
4. D.P.Sharma, E-Retailing: Principles and Practice – 2010
5. Sheikh and Fatima, Retail Management – 2011

BBA II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORGANISATIONAL DEVELOPMENT	6 hrs week
Code:16BBAA41		Credits: 5

OBJECTIVES:

1. To enable the students to know the basic concept of organization development
2. To understand the dimensions of organization development.
3. To acquaint them with the concepts of organization culture and climate

Unit – I

Organisation – Meaning – Nature – Objectives – Organisations and Change – Nature of Organisational Development – History of Organization Development – Dimensions of OD – Values of OD.

Unit – II

Organizational Development Process:- Systems Approach to Organizational Development – Process of Organizational Development – perceptions of OD – Operational components- Organisational life cycle

Unit – III

Organizational Development Interventions:- Organisational Development interventions – Nature and Type – Perspectives in OD Interventions – organization development Interventions – Managerial Grid Programme – Team Building – Life and Career planning interventions – Structure interventions.

Unit – IV

Organisational climate:- Organisational climate- Meaning - Features – Elements – Organisational culture – Meaning – Features – Impact- Significance of Organisational climate and culture – Organisational values and norms – Building Sound Organisational Climate and morale.

Unit – V

OD Strategies:- OD Strategies at work –Critical Evaluation – Conditions and Techniques for successful OD Effects – Future Prospects.

Reference Book:

1. Wendell L.French and Cecil Bell- 2006- T.M H- Organization Development
2. Thomas G. cummis- 2001- Thomson south western- Organisational development and change
3. S. Ramnarayan, TV.Rao and Kuldeep singh 1998- response book – Organizational development
4. Arun Shekri, Organizational Theory Structure and Design – 2016
5. Ramakanta Patra, Strategic HRM and Organizational Development – 2011

BBA II Year	Skill Based	Max Marks 100 Int:40 Ext: 60
Semester – 4	GENERAL KNOWLEDGE	2 hrs week
Code:16BBAS41		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

6. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
7. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
8. Sura's year book, Published by Sura College of competition, Chennai.
9. Manorama year book, 2008 onwards
10. General knowledge, Published by Madurai Kamaraj University

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	PRODUCTION MANAGEMENT	5 hrs week
Code:16BBAC51		Credits: 4

Objectives

1. To understand the basic concept of production management.
2. To identify the situations under which different flow of production is justified.
3. To familiarize with the basic types of plant layouts and the factors to be considered for designing layout.

Unit – I

Production management – meaning - definition – scope – importance – objective - basic manufacturing process

Unit – II

Plant location – factors affecting plant location – multi plant location decision. Plant layout – principles – methods – types – product – process and combination layout

Unit – III

Plant maintenance – organization for maintenance – types of maintenance – safety engineering – good house keeping

Unit – IV

Production systems – continuous – intermittent – mass flow production – batch and job order production.

Unit – V

Production planning and control – objectives and functions – steps – techniques – work study – method study and work measurement.

Text Book:

Dr. P. C. Sekar, R. Ponraj, and S. Saravanan, Production Management, Enpee Publications, Madurai.

Reference Books:

1. Nigel Slack , Alistair Brandon-Jones, Operations management, My OM LAB, 2016
2. **Roberta S. Russell** (Author), **Bernard W. Taylor III**, Operations Management: Creating Value along the Supply Chain, 7th Edition, 2010

BBA III Year	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – 5	FINANCIAL MANAGEMENT	5 hrs week
Code:16BBAC52		Credits: 4

Objectives:

1. To enable the students to understand the concept of financial management
2. To enable the students to understand the various source of finance
3. To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: definition meaning –finance function-financial Management: definition & meaning-functions of financial management –objectives of financial management –role of a finance manager –time value of money-Indian financial system

Unit II:

Source of Finance: Long-term source of finance – borrowings from lending institution – short term financing through money market-gilt funds – international source of financial management.

Unit III:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques. Capital structure: meaning& definition-optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit IV:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements – management of cash – determination of optimum cash balance – Inventory Management.

Text Books:

1. Eugene F. Brigham and Michael C. Ehrhardt, Financial Management: Theory & Practice,2013

Reference Books:

1. Raymond M. Brooks, Financial Management: Core Concepts, 2nd Edition, Amazon, 2012
2. Eugene F. Brigham and Joel F. Houston, Fundamentals of Financial Management, Concise Edition, Amazon,2016.

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	BUSINESS LAW	5 hrs week
Code:16BBAC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. **CA (Dr.) P.C Tulsian , C.A Bharat Tulsian**, Business Laws, Sultan – Chand,2016

Reference Books:

1. **CA (Dr.) P.C Tulsian , C.A Bharat Tulsian** , Business Laws, Sultan – Chand, 2016
2. Henry R.Chessman, Business law, Amazon,2012

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INTRODUCTION TO RESEARCH METHODOLOGY	5 hrs week
Code:16BBAC54		Credits: 4

Objectives:

- 1) To enable the students to understand the techniques in research methods.
- 2) To enable the students to understand the applications of research.
- 3) To develop them in preparation of research report

Unit I:

Research Methodology – introduction – meaning – objectives – types – significance – scope of business research – qualities of good research – application of research – marketing – finance – personnel.

Unit II:

Steps in research – identification – selection and formulation of research problems – research design – formulation of hypothesis – review of literature.

Unit III:

Sampling techniques – types – steps – sampling and non sampling errors – Collection of data – primary data – interview – questionnaire – observation – pilot study – check list – pretest – Secondary data

Unit IV:

Processing and analysis of data – Checking – editing – coding – transcription tabulation - hypothesis function – importance –types – characteristics

Unit V:

Interpretation and report writing – types – contents of report – steps in drafting – use of library and internet in research.

Text Books:

1. Kothari, Research Methodology Methods & Techniques, Wiley Easter Ltd Publications.

Referance Books:

1. Ranjit Kumar, Research Methodology, Research Methodology: A Step-by-Step Guide for Beginners, Sultan Chand, 2016
2. Peer Mohammed, Research Methodology, Pass publications, 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INVESTMENT MANAGEMENT	6 hrs week
Code: 16BBAE51		Credits: 5

Objectives:

- 1) To understand the nature of Investment Management
- 2) To familiarize with the Financial Markets
- 3) To enhance the students to understand listing of securities

Unit I:

Investment - meaning – definition – nature – need – investment environment – scope – speculation – gambling - investment principles - investment process-risks of investment-measurement of risk.

Unit II:

Financial markets – Growth of financial institutions-legislative measures-new developments-kind of financial markets-new trends of the financial market

Unit III:

Securities markets - New issue market - organization structure of NIM - function of NIM-mechanics of floating new issue-secondary stock market - definition of stock exchange-function of stock exchange.

Unit IV:

Listing of securities - scope – objectives of listing – guidelines for listing of securities – advantages of listing – disadvantages of listing

Unit V:

Stock Brokers and Investors - Functions of a Brokerage Firm – Limitations – Brokerage Information – Kinds of Brokers – Kinds of Security Buyers / Investors

Text Book:

1. Project Management Institute, The Standard for Portfolio Management, Global Standard, 2013

Reference Books:

1. Prithi Sing, Investment Management, Sultan Chand, New Delhi, 2010.
2. Project Management Institute, The Standard for Portfolio Management, Global Standard, 2013

BBA III Year	Skill Based Subject	Max Marks 100 Int: 40 Ext: 60
Semester – 5	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week
Code:16BBAS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2010

Reference Book:

1. Vaibhav Chawadre, Tally ERP 9: Assignment Book, Kindle Edition, 2016

BBA III Year	Core	Maximum Marks
Semester – 6		100
Code:16BBAC61	MARKETING MANAGEMENT	Int: 25 Ext: 75
		5 hrs week
		Credit: 4

OBJECTIVES:

1. To enable the students to understand the modern concept of marketing.
2. To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
3. To familiarize with physical distribution system.

Unit I:

Marketing – Definition – Nature – Scope – Functions – Role of Marketing – Marketing Management – Definition – Role of Marketing Management – Types of Consumers – Consumer Behaviour Model.

Unit II:

Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing and internet marketing.

Unit V:

Advertising – Objectives – Types – Benefits – Criticism against advertising – Advertising as a process of communication – Media selection.

Text Book:

1. Philip Kotler and Kevin Lane Keller, Marketing Management (16th Edition), Pearson education, 2011.

Reference Books:

1. Philip Kotler and Kevin Lane Keller, Marketing Management (16th Edition), Pearson education, 2011.
2. Greg Marshall and Mark Johnston, Marketing Management, Mc Graw Hill, 2016.

BBA III Year	Core	Max Marks 100
Semester – 6	MANAGEMENT ACCOUNTING	Int: 25 Ext: 75
Code:16BBAC62		5 hrs week
		Credits: 4

Objectives:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs. financial accounting – management accounting Vs. cost accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements ,comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation –
Managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget
– Budgetary control – advantages – Limitation - Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1. Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Trichy, 2008.

Reference Books:

1. T.S.Reddy & Y. Hari Prasad Reddy, Management Accounting and Financial Control, S. Viswanathan Publishers Pvt. Ltd., 2010.
2. Jae Shim and Joel Siegel, Management accounting, Schaums, 2011

BBA III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INDUSTRIAL LAW	5 hrs week
Code:16BBAC63		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the Workman’s Compensation Act, 1923 and its recent amendments
3. To learn about the Payment of Gratuity Act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees’ State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2010.

Reference Books:

- 1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2010.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	OPERATIONS RESEARCH	6 hrs week
Code:16BBAE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

Unit I:

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II:

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III:

Transportation – Assignment – Unbalanced Degeneracy – Maximization of profits – Transportation Vs Assignment.

Unit IV:

Queuing theory – Introduction – Definitions – Meaning Elements – Single channel model – M/MI – FCFS/ infinite Model only.

Unit V:

Network analysis – PERT – CPM – Objectives – Advantages – Limitations – Similarities and Dissimilarities (Excluding crash cost method)

Text Books:

1. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

Reference Books:

2. By K. Karunakaran & B.M. Aggarwal - Quantitative Methods –I - Himalaya Publication Pvt, Ltd, - 2013.
3. By Paolo Brandimarte – John wiley & Sons, Canada – Quantitative Methods an Introduction for Business Management. – 2011.
4. By K. Shridhara Bhat – Quantitative Methods and Operation Research - Himalaya Publication Pvt, Ltd, - 2010.

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	ADVERTISEMENT AND SALES MANAGEMENT	5 hrs week
Code:16BBAE61		Credits: 4

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. Pingali Venugopal, Sales and distribution management, Sage publications, 2010

Reference Books:

1. Thomas N Ingram and Raymond W. LaForge, Sales Management: Analysis and Decision Making, 2016
2. Pingali Venugopal, Sales and distribution management, Sage publications, 2010

BBA III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	SERVICES MARKETING	6 hrs week
Code:16BBAE63		Credits: 5

Objectives:

- 1) To understand the nature of service marketing
- 2) To familiarize with the management of service marketing
- 3) To identify the marketing strategy to be adopted in service organization.

Unit-I

Services marketing – definition – types – natures – characteristics – difference between services and products- Services marketing management- Management demand & Supply

Unit-II

Service marketing mix – meaning – definitions – service product pricing – promotion – meaning – definitions – place in service – people in service

Unit-III

Physical Evidence - marketing strategy in services

Unit-IV

Managing Services Quality - marketing of services - bank marketing – tourism marketing - hospital marketing – airline marketing

Unit-V

Implementation of Service Marketing – factors for successful implementation, causes of implementation – project management Usage of Computers in MIS - role of computers in functional information system- functional areas – the internet and business - business opportunities on internet – security – types of electronic commerce - activities.

Text Book:

1. Vasanthi Venugopal & Raghu V.H, Service Marketing, Himalaya Publishing House, New Delhi.

Reference Books

1. Dr.T.Dhanalakshmi, Services Marketing, Kalyani publishers, 2012.
2. Steve Baron, Services Marketing, Sage Publication, 2010

BBA III Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – 6	Personality Development	2 hrs week
Code:16BBAS61		Credits: 2

Objectives

1. To understand the human behaviour
2. To understand the factors influencing the behaviour modification of an individual.
3. To acquaint them with the various concepts of behavioural process.

Unit – I

Individual Behaviour – understanding human behaviour – factors influencing individual behaviour - model of man

Unit – II

Learning and Behaviour Modification – definition – nature – theories of learning – shaping behaviour reinforcement and its kinds – use of reinforcement – Team Development - definition, characteristics of effective Team, Importance – Types – Techniques used in Building team performance.

Unit – III

Perception – definition – nature – importance – process - factors influence the perceptual set – perceptual selection – organizing – distortion – relevance of perception.

Unit – IV

Attitude - meaning and definition – nature – components - attitudes in relation to opinion - sources – types – functions – measurement of attitude – barriers.

Unit – V

Personality – introduction – definition - personality dimension - determinations of personality - types of personality - theories of personality

Text Book:

1. Dr. P. C. Sekar, Individual Development, Enpee Publications, Madurai.

Reference Books:

1. Shashi. K. Gupta, Organizational Behaviour, Kalyani Publishers Ludhiana, New Delhi, 2004
2. R. Matchakalai, L. Saraswathi, Personality Development, Annai Publications, Madurai.
3. You can win – Shiva Khera, Macmillan India Ltd, New Delhi, Ed 2002

SYLLABUS FOR B.Sc (CS) FROM THE ACADEMIC YEAR 2016-2017

BSc CS I	jkpo; jhs;	Max Marks 100
Semester – 1		Int: 25 Ext: 75
16BSCCSL11	,f;fhyf; ftpijAk; rpWfijAk	6 hrs week
		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

- | | | |
|---|---|---------------------------------|
| 1. ghujpahH | - | nts;isj;jhkiu |
| 2. ghujpjhrd; | - | ePq;fNsnrhy;Yq;fs; |
| 3. ftpkzpNjrpftpehafk; | - | Gj;jhpd; mKjnkhopfs;(MrpaN[hjp) |
| 4. ehkf;fy; ftpQH ,uhkypq;fk;
gps;is | - | mtDk; mtSk; tpUk;gpaehL |
| 5. gl;Lf;Nfhl;ilfy;ahzRe;juk;
ghidfs;...(jpiuapirg; ghly;) | - | cyfk; cwq;ifapNy |
| 6. fz;zjhrd; | - | el;G |
| 7. ngUQ;rpj;jdhH
eilapLjk;gp) | - | fdpr;rhW (ehl;ilkyHj;jpl |
| 8. Kbaurd; | - | fy;tpg;gad; |
| 9. ehl;Lg;Gwg;ghly; (jhyhl;L) | - | thdhkhiyehl;Lg; ghly;fs; |
| 10. ehl;Lg;Gwg;ghly; (xg;ghhp) | - | thdhkhiyehl;Lg; ghly;fs; |

\$W - 2 GJf;ftpjifs; lf;\$ ftpjifs;

- | | | |
|--------------------|---|---------------------------|
| 11. e.gpr;r%Hj;jp | - | G+f;fhhp |
| 12. ftpQHkPuh | - | mtruf;fhud; |
| 13. K.Nkj;jh | - | ftpg;ghLk; fpuhkk; |
| 14. rpw;gp | - | jz;lid |
| 15. mg;Jy; uFkhd; | - | ,uz;lhk; tUif |
| 16. rpjk;guehjd; | - | epyk; |
| 17. <NuhLjkpod;gd; | - | rpuha;fs; (kpd;kpdpf;fhL) |
| 18. ituKj;J | - | thdk; rpd;dJjhd; |
| 19. fe;jHtd; | - | fpopry;fs; |
| 20. ,uh. kPdhl;rp | - | Mbf; fhw;Nw |
| 21. A+. GfNoe;jp | - | fUk;gyifapy; vOjhjit |
| 22. Gd;difNrJ | - | khw;wq;fs; |
| 23. v];.ghG | - | fz;zPUld; |
| 24. rz;Kfk; rutzd; | - | Jwtpd; ,irf; Fwpg;G |
| 25. lf;\$ ftpjifs; | - | njhFg;G |

\$W - 3 rpWfijfs;

- | | | |
|--|---|------------------------|
| 1. GJkg;gpj;jd; | - | xUehs; fope;jJ |
| 2. F. mofphprhkp | - | uh[h te;jpUf;fpwhH |
| 3. jp. [hdfpuhkd; | - | rj;jpakh |
| 4. mwpQHmz;zh | - | nrt;thio |
| 5. NrhlyRe;jungUkhs; | - | ,Ug;G |
| 6. Nkyhz;iknghd;Dr;rhkp | - | G+ |
| 7. nt. ,iwad;G | - |];jgjp |
| 8. Mz;lhs; gphpajH\pdp | - | khj;jpiu |
| 9. Fd;wf;Fb fp. rpq;fhutbNty; | - | jpUkzj;jpy; xUjpUg;gk; |
| 10. itf;fk; KfkJ g\PH
(kiyahsk; nkhopngaHg;G) | - | khkuk; |

\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs;;ty;nyOj;JkpFk; ,lq;fs;;ty;nyOj;Jkpfh ,lq;fs;;nkhopKjy;
vOj;Jfs; -nkhop ,WjpvOj;Jfs;;GJf;ftpjijapy; gbkk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

- m) 1. GJf;ftpjijapd; Njhw;wKk; tsHr;rpAk;
2. ,Ugjhk; E}w;whz;bd; kuGf;ftpjij
3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpiow;wnjhliuNjHe;njLj;jy;;
xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk;
nghUj;jkhdngHs; - nghUj;jkhdnjhLH.

ghl E]y;fs;

1. nra;As; njhFg;G 2. rpWfijfs;
gy;fiyf; fofntspaPL
- kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

BSc CS I	Part-II – English	Max Marks 100
Semester – 1	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	Int: 25 Ext: 75
16BSCCSL12		6 hrs week
		Credit: 3

OBJECTIVES

1. To expose students to functional aspects of English language.
2. To give them proper perspectives of life, by introducing them to the works of eminent men.
3. To develop their reading skills through reading short stories.

UNIT: I.PROSE

1. I have a dream -Martin Luther King

UNIT: II.POETRY

1. Daffodils - William Wordsworth
2. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

1. Astrologers Day - R. K. Narayan
2. The Necklace - Guy De Maupassant

UNIT: IV .GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.

3. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
4. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
5. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc C.S I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	PROGRAMMING IN C	5 hrs week
16BSCCSC11		Credits: 5

UNIT I

Overview of C: History of C – Importance of C – Basic structure of C – Programming style – Constants, variables and Data types – declaration of variables, storage class – defining symbolic constants – declaring a variable as constant, volatile – overflow and underflow of data. **Operators and expressions:** arithmetic, relational, logical, assignment operators – increment and decrement operators, conditional operators, bitwise operators, special operators – arithmetic expression – evaluation of expressions – precedence of arithmetic operators – type conversions in expression – operator precedence and associativity – mathematical functions –

UNIT II

Managing i/o operations: reading and writing a character – formatted input, output. **Decision making and branching:** if statement, if... else statement – nesting of if else statement – Else if Ladder – Switch statement – the ?: operator – goto statement. The While statement – do statement – The for statement – jumps in loops

UNIT III

Arrays: one dimensional array – declaration, initialization – two dimensional array – multi dimensional array – dynamic arrays – initialization. **Strings:** declaration, initialization of string variables – reading and writing string – arithmetic operations on strings – putting strings together – comparison – string handling function – table of strings – features of string.

UNIT IV

User defined functions: need – multi function program – elements of user defined function – definition – return values and their types – function calls, declaration, category – all types of arguments and return values – nesting of functions – recursion – passing arrays, strings to functions – scope visibility and life time of variables – multi file programs. **Structures and unions:** defining a structure – declaring structure variables – accessing structure members – initialization – copying and comparing – operations on individual members – arrays of structures – arrays within structures – structures within structures – structures and functions – Unions – size of structures – bit fields.

UNIT V

Pointers: accessing the address of a variable – declaring, initialization of pointer variables – accessing a variable through its pointer – chain of pointers – pointer expressions – pointer increment and scale factors – pointers and arrays – pointers and character strings – array of pointers – pointers as function arguments – function returning pointers – pointers to functions – pointers and structures. **Files:** defining, opening, closing a file. I/O operations

on files – error handling during I/O operations – random access to file – command line arguments.

Text Book: 1. E.Balagurusamy, “**Programming in ANSI C**”, Edition5, Tata McGraw Hill Publishing Company, Newdelhi.

Reference Book: Gottfried, Programming with C (Schaum’s Outline Series), Tata McGraw Hill Publishing Company, Newdelhi.

B.Sc C.S.- I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	PROGRAMMING IN C LAB	5 hrs week
16BSCCSC1P		Credits: 4

Programming in C Lab

1. To find Sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci Number
4. To check if a number is Prime Number or not
5. To check if a no is Adam Number
6. To reverse a given string and check if it is a palindrome
7. To add and subtract two Matrices
8. To multiply two matrices
9. To Sort the numbers in ascending order using array.
10. To manipulate string handling functions.
11. To prepare a student mark list using structure.
12. To prepare Pay Bill-Structure
13. To sort the number in descending order using pointers.
14. To read a character from a file & write into another file.
15. To prepare EB Bill-File.

B.Sc (C.S) I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	MATHEMATICAL FOUNDATIONS	4 hrs week
16BSCCSA11		Credits: 4

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph- sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices- connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

1. S.Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).
2. Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).
3. S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

1. Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
2. Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (C.S) I	Skill-Based	Max Marks 100 Int: 40 Ext: 60
Semester – I	OFFICE AUTOMATION LAB	2 hrs week
16BSCCSS1P		Credits: 2

MS-WORD:

1. Open a word document to prepare your **Resume** by performing the following operations.
 - (a) Formatting the Text- Alignment & Font style
 - (b) Page setup (margin alignment, page height & width)
2. Create a word document to prepare an application form (College, Bank, etc)
3. Create a student mark sheet using table, find out the total & average marks and display the result.
4. Design an invitation of your course inauguration function using different fonts, font sizes, bullets and Word Art/ Clip Art
5. Mail Merge Concept
 - (a) Prepare a business letter for more than one company using mail merge.
 - (b) Prepare an invitation and to be sent to specific addresses in the data source.

MS-Excel:

6. Create suitable work sheet with necessary information and use Data sort to display results. Also use Data Filters to answer at least five different criteria.
7. Create suitable work sheet with necessary information and make out a suitable chart showing gridlines, legends and titles for axes.
8. Prepare salary bill in a worksheet showing Basic Pay, DA, HRA, Gross salary, PF, Tax and Net salary using suitable Excel Functions.
9. Create, display and interact with data using Pivot Tables and Pivot Charts of Excel features.

MS-Power Point:

10. Create a power point presentation to explain various aspects of your college using Autoplay
11. Create a power point presentation to explain the sales performance of a company over a period of five years. Include slides covering the profile of the company, year wise sales and graph with gridlines, legends and titles for axes. Use Clip Art and animation features.
12. Create a power point presentation from template.
13. Prepare a presentation using Auto Wizard and see its various views.
14. Create a power point presentation with audio and video effect.

MS-ACCESS:

15. Create a table for storing marks of 10 students. The fields of the table are given below: Reg. No, Name, Mark1, Mark2, Mark3, Test average(Best Two/2), Assignment, Seminar and Total marks(Test average + Assignment + Seminar) The fields 'Mark1', 'Mark2', 'Mark3' should not allow the user to enter a mark greater than 25 and should display proper message in such case. Similar constraint for the field 'Assignment' is 5 marks and for the field 'Seminar', it is 10 marks.
16. Create a table showing names of authors of at least 10 different books, title of books, the prices of these books, name of publishers and year of publication. Also create Select, Action and Cross-tab queries to display the records from this table meeting the criteria used in these queries.

B.Sc (C.S) I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	FUNDAMENTALS OF COMPUTER	2 hrs week
16BSCCSN11		Credits: 2

Objectives:

1. To understand the concept of computers.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

UNIT I

Introduction- Characteristics of Computers – Evolution of Computers - Computer Generations – First – Second – Third Generation – Fourth Generation – Fifth Generation – Input Unit – Output Unit –Storage Unit – Arithmetic Logic Unit – Control Unit – CPU.

UNIT II

The Central Processing Unit – Control Unit – ALU – Instruction Set – Registers – Processor Speed – Types of Processors – The Main Memory – RAM- ROM- PROM – EPROM- Cache Memory.

UNIT III

Sequential and Direct Access Devices – Magnetic Tape- Magnetic Disk – Optical Disk – Floppy Disk – Hard Disk – CD-ROM. Number System– Conversation: Binary to Decimal– Decimal to Binary.

UNIT IV

Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – Magnetic Ink Character Recognition – Optical Character Recognition – Bar code reader. Monitor – Printer – Plotter.

UNIT V

Software: Introduction – Types of Software – Programming Languages: Machine languages– Assembly languages – High-level languages – Compilers & Interpreters.

Text book:

1. Pradeep K.Sinha, Priti sinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications, 2005.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
2. Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 4th Edition, Tata McGraw-Hill Publishing, Newdelhi.

B.Sc (C.S) I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	6 hrs week
16BSCCSL21		Credits: 3

. \$W - 1 gf;jp ,yf;fpak;

- | | | |
|---------------------|---|-----------------------------|
| 1. jpUQhdrk;ge;jH | - | Njthuk; 5 ghly;fs; |
| 2. jpUehTf;furH | - | Njthuk; 5 ghly;fs; |
| 3. khzpf;fthrfH | - | jpUthrfk; 4 ghly;fs; |
| 4. jpU%yH | - | jpUke;jpuk; 4ghly;fs; |
| 5. nghpaho;thh; | - | jpUnkhop 6 ghly;fs; |
| 6. Mz;lsh; | - | jpUg;ghit 6 ghly;fs; |
| 7. ek;kho;thH | - | jpUtha;nkhop 5 ghly;fs; |
| 8. ,uhkypq;fts;syhH | - | jpUtUl;gh (Kjy;) 2 ghly;fs; |
| 9. mgpuhkppl;lH | - | mgpuhkpme;jhj 2 ghly;fs; |
| 10. rptthf;fpaH | - | 5 ghly;fs; |
| 11. gl;bdj;jhH | - | 5 ghly;fs; |
| 12. gj;jpufphpahH | - | 5 fz;zpfs; |

\$W - 2 rpw;wpyf;fpak;

1. kPdhl;rpmk;ikgps;isj; jkpo;
2. jkpo;tpLJ}J

3. Kf;\$lw;gs;S
4. ee;jpf;fyk;gfk;
5. fypfj;Jg;guzp
6. jpUFw;whyf; FwtQ;rp

\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

1. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
2. rpw;wpyf;fpatuyhW
3. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

1. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;
kJiu-21
2. Njly;(Gjpdk;)
MrphpaH - nghd;dPyd; epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id- 98

B.Sc (C.S) I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 hrs week
16BSCCSL22		Credits: 3

OBJECTIVES:

- 4) To introduce them to a few classics in English poetry
- 5) To develop their writing skills.
- 6) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- | | | |
|-------------------------|---|-------------|
| 1. The quality of mercy | - | Shakespeare |
| 2. Solitary Reaper | - | Wordsworth |

UNIT: III SHORT STORIES

- | | | |
|----------------------------------|---|----------------|
| 1. Refund | - | Fritz Karinthy |
| 2. How much land does a man need | - | Leo Tolstoy |
| 3. The Gift of Magi | - | O' Henry |

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Sc (C.S) I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	Object Oriented Programming with C++ and Data Structure	5 hrs week
16BSCCSC21		Credits: 5

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers, 2004.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 3rd Edition, Addison Wesley Ltd, 2004.

B.Sc (C.S)-I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	OBJECT ORIENTED PROGRAMMING	5 hrs week
16BSCCSC2P	WITH C++ LAB	Credits: 4

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.

- To perform Area calculation using Function overloading (Min three functions).
2. To perform String manipulation (three different types) using function overloading.
 3. To swap two values between two class objects using friend function.
 4. To find minimum of two numbers between two class objects using friend function.
 5. To overload unary minus operator which changes sign of given vector (3 elements)
 6. To overload Binary + operator which adds two complex numbers.
 7. To process students mark list using multiple inheritance
 8. Process employee details using hierarchical inheritance
 9. To process family details using hybrid inheritance
 10. A program to implement parameterized Constructor.
 11. A program to implement Copy Constructor.
 12. To sort the numbers using pointers.
 13. A Program to implement the concept of Reading and Writing class objects.
 14. To list the odd and even numbers in separate files using Command Line arguments.

B.Sc (C.S)I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	STATISTICS	4 hrs week
16BSCCSA21		Credits: 4

Objectives:

1. To enable the students to understand the concept of statistics.

2. To enable the students to understand the concept of correlation.
3. To enable the students to understand the concept of probability.

UNIT I

Introduction to Statistics – Primary and Secondary data – Classification, tabulation and diagrammatic representation of statistical data – Bar-charts, Pie-diagrams – Graphical Representation of data, - Histograms, Frequency polygon, Ogives.

UNIT II

Measures of dispersion – characteristics – coefficient of dispersion – coefficient of variation – moments – Skewness and Kurtosis – Pearson’s coefficient of skewness -Bowley’s coefficient of skewness.

UNIT III

Simple correlation – Karl Pearson’s coefficient of correlation – correlation coefficient for a bivariate frequency distribution – Rank correlation – Regression – lines of regression-properties of regression coefficient.

UNIT IV

Events and sets – sample space – concept of probability – addition and multiplication theorem on probability – conditional probability and independence of events – Baye’s Theorem-Mathematical expectation.

UNIT V

Theoretical discrete distribution, binomial distribution.

Text book:

1. S.P. Gupta, Statistical Methods, Sultan Chand and Sons, New Delhi, 2002.

Reference books:

1. R.S.N. Pillai & Bhagavathi, Statistics, Sultan Chand and Sons, New Delhi, 2002.
2. Best, Joel, Damned Lies and Statistics: Untangling Numbers from the Media, University of California Press, 2001.
3. Desrosières, Alain, the Politics of Large Numbers: A History of Statistical Reasoning. Trans. Camille Naish. Harvard University Press, 2004.

B.Sc (C.S) I	Skill based	Max Marks 100
Semester – II	INTERNET APPLICATION LAB	Int: 40 Ext: 60
16BSCCSS2P		2 hrs week
		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

1. Google Search.
2. Create an Email Account.
3. Compose a Mail and Send it to your friend.
4. Attach a document to a mail.
5. Create a Group mail Account.
6. World Wide Web: Search Engines
7. Blog Creation
8. Register your details in job provider sites
9. Read the e papers.
10. Register your details in Alumni sites

B.Sc (C.S)-I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	INTRODUCTION TO INTERNET	2 hrs week
16BSCCSN21		Credits: 2

Objectives:

1. To understand internet operations
2. To understand usage of internet facilities.
3. To enable to understand the web page design.

UNIT I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

UNIT II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN).

UNIT III

Basics of Internet: How the Internet works, Usage of Internet - IP Address, Domain Name, Uniform Resource Locator (URL).

UNIT IV

Introduction to E-Mail: Email features– Creation of Email Accounts– Inbox- Compose mail- Send- Attaching the documents- Address book.

UNIT V

World Wide Web: Web features-File Transfer-Telnet-Usenet-Web Server-Web browser-Netscape communication Suite, Microsoft Explorer.

Text book:

1. RajKamal, Internet and Web Technologies, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Vikas Gupta, Internet and Web Design, 2nd Edition, Dreamless Press, 2003.
2. Stephen Cass, How much does the Internet Weigh, Discover Publication, 2007.
3. Addate Janet, Inventing the Internet, Cambridge MIT Press, 1998.

B.Sc (C.S)-II	jkpo; jhs;	Max Marks 100
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	Int: 25 Ext: 75
16BSCCSL31		6 hrs week
		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

1. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
2. kzpNkfiy -Japy; vOg;gpafhij
3. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
 - 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
1. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; - fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98

\$W - 4 jkpo; ,yf;fzk; - mzp>gh tiffs;

1. ctikazp
2. cUtmzp
3. gpwpJnkhopjy; mzp
4. jw;Fwpg;Ngw;wmzp
5. caHTetpw;rmpzp
6. pNyilmzp
7. tQ;rg; Gfo;r;rmpzp

\$W - 5 jkpo; ,yf;fpatuyhW

1. fhg;gpa ,yf;fpatuyhW

2. ehlf ,yf;fptuyhW

B.Sc C.S -II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 Hrs week
16BSCCSL32		Credits: 3

OBJECTIVES:

4. To introduce the functional grammar to the students.
5. To expose creative writing to the students.
6. To enhance students' communication skills.

UNIT: I PROSE

- 3) University days – James Thurber
- 4) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 3) Night of the scorpion-Nissim Ezekiel
- 4) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 3) Karma-Kushwant Singh
- 4) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making , Essay Writing, Describe A Place, Person And Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 5) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 6) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.
- 7) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 8) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

B.Sc (C.S) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	DIGITAL PRINCIPLES AND APPLICATIONS	6 hrs week
16BSCCSC31		Credits: 5

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs, Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P.Leach, Digital Principles and Applications, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books :

1. S.Salivahanan & S.Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd, 2000.
2. M.Morris Mano, Digital Logic and Computer Design, Prentice Hall, 2006.
3. Thomas C.Bartee, Computer Architecture and Logic Design, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc (C.S)-II	Core-Lab	Max Marks 100 Int: 40 Ext: 60
Semester – III	DATA STRUCTURE USING C++	6 hrs week
16BSCCSC3P		Credits: 5

Objectives:

1. To understand the basic concept of Data Structure
2. To develop programs in C++.

1. Implementing Stack as an array.
2. Implementing Stack as a linked list.
3. Convert Infix expression to Postfix expression using stack.
4. Convert Infix expression to Prefix expression using Stack.
5. Implementing Queue as an Array.
6. Implement Queue as a linked list.
7. Binary tree traversals.
8. Implement Binary Search Tree.

B.Sc (C.S)- II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	RESOURCE MANAGEMENT TECHNIQUES	4 hrs week
16BSCCSA31		Credits: 4

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference books:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (C.S)- II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	6 hrs week
16BSCCSL41		Credits: 3

\$W : 1 gj;Jg;ghl;L neLey;thilKOtJk; vl;Lj;njhif ew;wpiz
FWe;njhif lq;FWE}W fypj;njhif mfehD}W GwehD}W

\$W : 2 mw ,yf;fpak;
jpUf;Fws;
ehybahH

\$W : 3 ciueil (fl;Liu; njhFg;G

\$W : 4 ,yf;fzk;

nghUs; :

mfg;nghUs;

mfj;jpizfs;

Gwg;nghUs;

Gwj;jpizfs;

\$W : 5 ,yf;fpatuyhW

vl;Lj;njhif

gj;Jg;ghl;L

mw ,yf;fpa

B.Sc C.S II Year	Part-II – English	Max Marks 100
Semester –IV		Int: 25 Ext: 75
Code:16BSCCSL42	Novel and English for Competitive Examination	6 Hrs week

		Credit: 3
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OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Java Programming	5 hrs week
Code:16BSCCSC41		Credits: 5

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associativity- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETs and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.

B.Sc (C.S) II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Java Programming Lab	5 hrs week
Code:16BSCCSC4P		Credits: 5

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading

4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc (C.S) II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	System Software	4 hrs week
Code: 16BSCCSA41		Credits: 4

Objectives:

1. To acquire a basic knowledge about machine architecture.
2. To acquire a basic knowledge about assemblers.
3. To acquire a basic knowledge about programming knowledge.

UNIT I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture.

UNIT II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

UNIT III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

UNIT IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

UNIT V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L. Back & Addison, System Software an Introduction to System Programming, Addison- Wesley Publication.

Reference books:

1. John J Donovan, System Programming, Tata McGraw- Hill Publishing Company, NewDelhi.
2. D. M. Dhamdhere, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
 1. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (CS) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Multimedia Lab	2 hrs week
Code: 16BSCCSS4P		Credit: 2

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc (C.S) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code:16BSCCSS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc (C.S) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Relational Database Management Systems	6 hrs week
16BSCCSC51		Credits: 5

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I:

Overview of database systems: Managing Data – A Historical Perspective – File Systems Versus a DBMS – Advantages of a DBMS – Describing and Storing Data in a DBMS – Queries in a DBMS – Transaction Management – Structure of a DBMS – People Who Work with Databases. **Introduction to database design:** Database Design and ER Diagrams – Entities, Attributes, and Entity Sets – Relationships and Relationship Sets – Additional Features of ER Model – Conceptual Design With the ER Model.

UNIT II:

The relational model: Introduction to the Relational Model – Integrity Constraints over Relations – Enforcing Integrity Constraints – Querying Relational Data – Logical Database Design: ER to Relational – Introduction to Views – Destroying / Altering Tables and Views.

Relational algebra and calculus: Preliminaries – Relational Algebra: Selection and Projection – Set Operations – Renaming – Joins – Division Relational Calculus: Tuple Relational Calculus – Domain Relational Calculus

UNIT III:

Sqlqueries, constraints, triggers: The Form of a Basic SQL Query - UNION, INTERSECT, and EXCEPT – Nested Queries – Aggregate Operators – Null Values – Complex Integrity Constraints in SQL – Triggers and Active Databases – Designing Active Databases

UNIT IV:

Schema refinement and normal forms: Introduction to Schema Refinement – Functional Dependencies – Reasoning about FD's – Normal Forms – Properties of Decompositions – Normalization – Schema Refinement in Database Design – Other Kinds of Dependencies

UNIT V:

Overview of transaction management: The ACID Properties – Transactions and Schedules – Concurrent Execution of transactions – Lock Based Concurrency Control – Performance of Locking – Transaction Support in SQL – Introduction to Crash Recovery.

Security and authorization: Introduction to Database Security - Access Control – Discretionary Access Control – Mandatory Access Control – Security for Internet Applications – Additional Issues Related to Security.

Text book:

1. Raghu Ramakrishnan and Johannes Gehrke, Database Management Systems, Tata McGraw- Hill Publishing Company, NewDelhi, Third Edition.

Chapters:

UNIT – I	: 1.1 – 1.9, 2.1 – 2.5
UNIT – II	: 3.1 – 3.7, 4.1 – 4.3
UNIT – III	: 5.2 – 5.9
UNIT – IV	: 19.1 – 19.8
UNIT – V	: 16.1 – 16.7, 21.1 – 21.6

Reference Books:

1. Alexis Leon and Mathews Leon, Database Management Systems - Vikas Publishing, Chennai.
2. G.K. Gupta, Database Management Systems- Tata McGraw- Hill Publishing Company, NewDelhi, 4th reprint 2015, Pearson Education Asia.

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Software Engineering	6 hrs week
Code: 16BSCCSC52		Credits: 5

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transition tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, Tata McGraw- Hill Publishing Company, NewDelhi

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Shoo man, Software Engineering and its Principles, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc (C.S) III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	RDBMS Lab	6 hrs week
16BSCCSC5P		Credits: 4

Objectives:

The following concepts must be introduced to the students:

DDL Commands

- Create table, alter table, drop table

DML Commands

- Select, update, delete and insert statements

I. Create a table Student-master with the following fields client_no, name, address, city, state, pincode, remarks, bal_due with suitable data types.

- Create another table supplier_table from client_master. Select all the fields and rename client_no with supplier_no and name with supplier_name.
- Insert data into client_master
- Insert data into supplier_master from client_master.
- Delete the selected row in the client_master.

II. Create a table sales_order with s_order_no and product_no as primary key. Set other fields to store client number, delivery address, delivery date, order status.

- Add a new column for storing salesman number using ALTER Command.
- Set the s_order_no as foreign key as column constraints.
- Set the s_order_no as foreign key as table constraints.
- Enforce the integrity rules using CHECK.

III. Create a table student_master with the following fields name, regno, dept and year with suitable data types. Use Select command to do the following.

- Select the student's name column.
- Eliminate the duplicate entry in table.
- Sort the table in alphabetical order.
- Select all the Students of a particular department.

V. Create and use the following database schema to answer the given queries

EMPLOYEE			
DEFAULT			
Field	Type	Null	Key
Eno	Char(3)	No	Primary
Ename	Varchar(50)	No	
Job_type	Varchar(50)	No	
Manager	Char(3)	Yes	Foreign
Hiredate	Date	No	
Dno	Integer	Yes	Foreign
Commission	Decimal(10,2)	Yes	
Salary	Decimal(7,2)	No	

DEPARTMENT			
DEFAULT			
Field	Type	Null	Key
Dno	Integer	No	Primary
Dname	Varchar(50)	Yes	

Perform the following queries:

- Query to display Employee Name, Job, Hire Date, Employee Number; for each employee with the Employee Number appearing first.

- b. Query to display unique Jobs from the Employee Table.
- c. Query to display the Employee Name concatenated by a Job separated by a comma.
- d. Query to display all the data from the Employee Table. Separate each Column by a comma and name the said column as THE_OUTPUT.
- e. Query to display the Employee Name and Salary of all the employees earning more than \$2850.
- f. Query to display Employee Name and Department Number for the Employee No= 7900.
- g. Query to display Employee Name and Salary for all employees whose salary is not in the range of \$1500 and \$2850.

B.Sc (C.S) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Client Server Computing	6 hrs week
16BSCSE51		Credits: 4

Objectives:

1. The students will gain an exhaustive knowledge on the fundamentals of Client server.
2. To enable to understand the categories of servers.
3. To enrich the knowledge of operating system.

UNIT I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

UNIT II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

UNIT III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

UNIT IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

UNIT V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, Prentice Hall of India, Second Edition, 1997.

Reference books:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Android Programming	6 hrs week
16BSCCSE52		Credits: 4

UNIT I:

Preliminary information's - Before we get started: History of Android - Advantages of Android - SDK tools to download Setting up Android Development Environment: Installing java, eclipse, androidsdk - Android development tools - Setting up AVD's Android Software development platform: Dalvik virtual machine - Directory structure of Android project - Common resource folder - Common values folder - Android manifest.xml - Creating first application Activities: Introduction - Declaring an activity - Starting new activity with an intent object - switching between activities

UNIT II:

Layouts: Introduction - Declaring layout - Applying relative layout - Applying table layout - Using Listviews and Listadapters - Applying gravity and weight - Controlling layout during runtime - Optimizing for tablets and multiple screens - Dividing screen into fragments
Handling UI events: Overview of UI events - Handling onclick events - Android touchscreen events - Keyboard event listeners.

UNIT III:

Widgets: Introduction - Inserting widget into layout - Adding images to widgets - Creating widget at runtime - Applying style - Turning style into theme - Creating custom component
Menus: Introduction - creating and inflating option menu - Designing menu icons - Building context sensitive menu - Handling menu selections - Building menu group of checkable items.

UNIT IV:

Notifying the user: Introduction - Displaying an alert dialog - Displaying progress dialog - Customizing a dialog - Making a toast - Notifying user with status bar - Using Notification.Builder class Graphics and Animation: Introduction - Adding graphics to imageview class - Rotating image with matrix - Using shapedrawable and paint - Drawing with canvas - Using tween animations.

UNIT V:

Multimedia: Introduction - Playing an audio file from within an application - Playing back video from external memory - Recording audio - Recording video - Capturing photos with camera
Understanding Content providers: Overview of Android content providers - Defining content provider - Creating content provider - Working with database

Textbook:

1. Kyle Merrifield Mew, Android 3.0 Application Development cookbook –PACKT Publishing.

2. Wallace Jackson, Android Apps for Absolute Beginners –Apress Publishing
 UNIT I: Chapter 1,3 4 (Textbook 2), Chapter 1 (Textbook 1)
 UNIT II: Chapter 2 (Textbook 1), Chapter 9 (Textbook 2)
 UNIT III: Chapter 3,4 (Textbook 1)
 UNIT IV: Chapter 7,8 (Textbook 1)
 UNIT V: Chapter 9 (Textbook 1), Chapter 10 (Textbook 2)

Reference book:

1. Mark.L.Murphy, The Busy coders Guide to Android Development, Commonsware LLC.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Visual Programming	6 hrs week
Code:16BSCCSE53		Credits: 4

Objectives:

1. To develop programming skills in GUI based language visual basic
2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media.
2. Paul sheriff, Visual Basic, Prentice Hall International.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press.

B.Sc (C.S) III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	Quantitative Aptitude	2 hrs week
16BSCCSS51		Credits: 2

UNIT I:

Numbers - HCF & LCM of numbers – Decimal Fractions

UNIT II:

Square roots and Cube roots- Average – Problems on ages.

UNIT III:

Percentage – Profit and Loss – Ratio and Proportion

UNIT IV:

Time and Work – Time and Distance

UNIT V:

Simple Interest – Compound Interest.

Text Book:

Quantitative Aptitude, R.S. Aggarwal, Reprint 2011, S. Chand & Company Ltd, New Delhi

Unit I : Page nos. 3-29, 30-45, 46-66.

Unit II : Page nos. 117-138, 139-160, 182-194

Unit III: Page nos. 208-250, 251-293, 294-310

Unit IV: Page nos. 341-370, 384-404

Unit V : Page nos. 445-465, 466-486

Reference Books:

1. R.V. Praveen, Quantitative Aptitude and reasoning, 2nd Edition 2013, PHI Learning.
2. M.Tyra, Magical book on Quicker Maths, BSC Publishing Co. Pvt.Ltd, Delhi. Reprint, 2011.
3. Quantitative Aptitude for Competitive Exams, AbhijitGuha, 4th Edition, Tata McGraw-Hill Publishing Company, NewDelhi.

B.Sc (C.S) III Year	Skill-Based	Max Marks 100 Int: 40 Ext: 60
Semester – V	Networking Lab	2 hrs week
Code: 16BSCCSS5P		Credits: 2

Objective:

To train the students to configure and maintain the network with Transport Layer Protocols, invoking the Remote Methods and configure the Router via Routing Protocols

1. Get detailed IP address of a system
2. Send data from client to server using UDP

3. Send data from client to server using TCP
4. Use Threads to receive multiple connections for a single server socket
5. Send a file from server to multiple clients
6. Create a Chat room using TCP and UDP
7. Using RMI do mathematical operations by sending data from client to server
8. Using RMI do banking transaction between client and server
9. Using RMI prepare EB bill
10. Using RMI do payroll processing
11. Using RMI perform inventory processing
12. Router Configuration using CISCO Packet Tracer
 - A. Static Routing
 - B. Dynamic Routing
 - C. Link State Routing Protocols

B.Sc (C.S) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Operating System	6 hrs week
Code: 16BSCCSC61		Credits: 5

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 5thEdition, Tata McGraw-Hill Publishing Company, NewDelhi.

2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall,

3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall.

B.Sc (C.S) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Data Communication and Computer Networks	6 hrs week
16BSCCSC62		Credits: 5

UNIT I:

Data communication : Characteristics and components – Networks: Distributed processing, Network criteria, applications. Protocols and standards and standard organizations. Line configurations, Topologies, Network classifications .OSI reference model: Layers and Functions. TCP/IP Layers

UNIT II:

Transmission Media: Guided media – Twisted pair, Coaxial cable, optical fibers. Unguided media - Microwave, Satellite, Cellular telephony - Transmission impairment types - Performance features. Errors: types, Detection techniques Vertical and Longitudinal redundancy checks, CRC, Checksum

UNIT III:

Datalink Control – Line Discipline – Flow Control – stop and wait, Sliding Window flow controls Error control using different ARQ techniques. Datalink Protocols: Character oriented protocol: BSC, Bit oriented protocol: HDLC.

UNIT IV:

Local Area Networks: Project 802 – layers, PDU formats. Ethernet – CSMA/CD Access methods, Ethernet MAC frame structure, Thick and thin Ethernet implementation, Switched and Fast Ethernet, Token BUS, Token Ring, FDDI

UNIT V:

Switching: Circuit and Packet switching. ISDN: Services, Evolution, Channel types and uses, User interfaces, Functional Groupings and reference points. ISDN layers and functions of layers, Broadband ISDN.

Text Book:

1. Behrouz A. Forouzan, Data Communications and Networking, Tata McGraw- Hill Publishing Company, NewDelhi.

Chapters: 1, 2, 3, 7, 9.1-9.6, 10, 11.3, 11.4, 12, 14, 16

Reference Books:

1. Brijendra Singh, Data Communications and Computer NetWorks, Prentice-Hall of India Pvt. Ltd, New Delhi, 5th edition.
2. A. Tananbaum, Computer Networks, Pearson Education Asia, Prentice Hall India.

2. William Stallings, Data and Computer communications, Pearson Education Asia.

.Sc (C.S) III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Web Programming Lab	6 hrs week
Code: 16BSCCSC6P		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Graphics	6 hrs week
16BSCCSE61		Credits: 4

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two

dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device.

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 5th Edition, Prentice Hall of India, C Version.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, Tata McGraw- Hill Publishing Company, New Delhi.
2. Mitchell Waite, Computer Graphics Primer, 4th Edition, Howard w. Sams & Co.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Compiler Design	6 hrs week
Code: 16BSCCSE62		Credits: 4

UNIT I :

Introduction – Structure of a Compiler – Compiler writing tools – Basic constructs of High level programming languages – Data structures – Parameter transmission. Lexical Analysis – Role of Lexical analyzer – Finite Automata – Regular Expressions to Finite Automata – Minimizing number of states of Deterministic Finite Automaton – Implementation of Lexical analyzer in C.

UNIT II:

Parsing Techniques – Context free Grammars – Derivations and Parse trees – Ambiguity – Capabilities of Context free grammar - Top down and Bottom up Parsing – Handles – Shift Reduce parsing – Operator precedence parsing – Recursive Descent parsing – Predictive Parsing .

UNIT III :

Automatic Parsing Techniques – LR parser – Canonical Collection of LR(0) items – Construction of SLR parsing tables – LR(1) sets of items construction – Construction of canonical LR parsing tables.

UNIT IV :

Syntax Directed Translation – Semantic action – Implementation of syntax directed translators – Intermediate code: Prefix notation, Quadruples, Triples, Indirect triples – Methods of translation of assignment statements, Boolean expressions and Control statements.

UNIT V:

Symbol Tables and Code Generation: Representing information in a symbol table – Data structures for symbol table – Introduction to code optimization – Basic blocks – DAG representation – Error detection and Recovery – Introduction to Code generation.

Text book :

1. Alfred V. Aho, Ravi Sethi, Jeffrey D. Ullman, “Compilers : Principles, Techniques, and Tools, Pearson Education Asia,

Reference books:

1. Dhamdhare D.M., “Compiler Construction: Theory and Practice”, McMillan India Ltd.,
2. Holub Allen, “Compiler Design in C”, Prentice Hall of India.
3. V. Raghavan, Principles of Compiler design, Tata McGraw- Hill Publishing Company, New Delhi.

B.Sc (C.S) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Information Security	6 hrs week
16BSCCSE63		Credits: 4

UNIT I:

Introduction: History of Information security - What is Security? - CNSS Security Model - Components of an Information System - Balancing Information security and Access – Approaches to Information security implementation - The SDLC - The Security SDLC.

UNIT II:

Security Investigation: Need for Security, Business Needs, Threats, Attacks, Professional, Legal and Ethical Issues in Information security.

UNIT III:

Managing IT Risk: An overview of Risk Management - Risk Identification – Risk Assessment - Risk Control Strategies- Selecting Risk Control Strategy – Quantitative Versus Qualitative Risk Control Practices.

UNIT IV:

How to plan for security: Information security Planning and Governance - Information Security Policy, Standards and Practices - ISO 17799/BS 7799, NIST Models, VISA International Security Model, Design of Security Architecture – Continuity strategies.

UNIT V :

Security Technology: Introduction – Intrusion detection and prevention systems - Scanning and Analysis Tools – Biometric access controls – Cipher methods – Cryptographic algorithms – Cryptographic tools – Protocols for secure communication- Attacks on Cryptosystems.

Text book:

1. Michael E Whitman and Herbert J Mattord, Principles of Information Security, Fourth Edition, CENGAGE Learning, 6th Indian Reprint, 2013.

Unit I: Chapter 1

Unit II: Chapter 2, Chapter 3

Unit III: Chapter 4

Unit IV: Chapter 5

Unit V: Chapter 7, Chapter 8

Reference books:

1. Micki Krause, Harold F. Tipton, Handbook of Information Security Management, Vol. 1-3, CRC Press LLC, 2004.
2. Hacking Exposed, Stuart McClure, Joel Scrambray, George Kurtz, Tata McGraw- Hill Publishing Company, New Delhi.
3. Matt Bishop, Pearson Computer Security Art and Science, PHI.

B.Sc (C.S) III Year	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Project Work	6 hrs week
16BSCCSP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

SYLLABUS FOR B.Sc (IT) FROM THE ACADEMIC YEAR 2016-2017

BSc IT- I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk	6 hrs week
16BSCITL11		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

- | | | |
|--|---|---------------------------------|
| 26. ghujpahH | - | nts;isj;jhkiu |
| 27. ghujpjhrd; | - | ePq;fNsnrhy;Yq;fs; |
| 28. ftpkzpNjrpftpehafk; | - | Gj;jhpd; mKjnkhopfs;(MrpaN[hjp) |
| 29. ehkf;fy; ftpQH ,uhkypq;fk;
gps;is | - | mtDk; mtSk; tpUk;gpaehL |
| 30. gl;Lf;Nfhl;ilfy;ahzRe;juk;
ghidfs;...(jpiuapirg; ghly;) | - | cyfk; cwq;ifapNy |
| 31. fz;zjhrd; | - | el;G |
| 32. ngUQ;rpj;jdhH
eilapLjk;gp) | - | fdpr;rhW (ehl;ilkyHj;jpl |
| 33. Kbaurd; | - | fy;tpg;gad; |
| 34. ehl;Lg;Gwg;ghly; (jhyhl;L) | - | thdhkhiyehl;Lg; ghly;fs; |
| 35. ehl;Lg;Gwg;ghly; (xg;ghhp) | - | thdhkhiyehl;Lg; ghly;fs; |

\$W - 2 GJf;ftpjifs; lf;\$ ftpjifs;

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|--------------------|---|---------------------------|
| 36. e.gpr;r%Hj;jp | - | G+f;fhhp |
| 37. ftpQHkPuh | - | mtruf;fhud; |
| 38. K.Nkj;jh | - | ftpg;ghLk; fpuhkk; |
| 39. rpw;gp | - | jz;lid |
| 40. mg;Jy; uFkhd; | - | ,uz;lhk; tUif |
| 41. rpjk;guehjd; | - | epyk; |
| 42. <NuhLjkpod;gd; | - | rpuha;fs; (kpd;kpdpf;fhL) |
| 43. ituKj;J | - | thdk; rpd;dJjhd; |
| 44. fe;jHtd; | - | fpopry;fs; |
| 45. ,uh. kPdhL;rp | - | Mbf; fhw;Nw |
| 46. A+. GfNoe;jp | - | fUk;gyifapy; vOjhjit |
| 47. Gd;difNrJ | - | khw;wq;fs; |
| 48. v];.ghG | - | fz;zPUld; |
| 49. rz;Kfk; rutzd; | - | Jwtpd; ,irf; Fwpg;G |
| 50. lf;\$ ftpjifs; | - | njhFg;G |

\$W - 3 rpWfijfs;

- | | | |
|-------------------|---|--------------------|
| 11. GJikg;gpj;jd; | - | xUehs; fope;jj |
| 12. F. mofphprhkp | - | uh[h te;jpUf;fpwhH |
| 13. jp. [hdfpuhk; | - | rj;jpakh |
| 14. mwpQHmz;zh | - | nrt;thio |

15. NrhlyRe;jungUkhs; - ,Ug;G
 16. Nkyhz;iknghd;Dr;rhkp - G+
 17. nt. ,iwad;G -];jgjp
 18. Mz;lhs; gphpajH\pdp - khj;jpiu
 19. Fd;wf;Fb fp. rpq;fhutbNty; - jpUkzj;jpy; xUjpUg;gk;
 20. itf;fk; KfkJ g\PH - khkuk;
 (kiyahsk; nkhopngaHg;G)

\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs;;ty;nyOj;JkpFk; ,lq;fs;;ty;nyOj;Jkpfh
 ,lq;fs;;nkhopKjy; vOj;Jfs; -nkhop ,WjpvOj;Jfs;;GJf;ftpijapy; gbkk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

m) 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;

2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij

3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpioaw;wnjliuNjHe;njLj;jy;;

xUik- gd;ik>XnuOj;JxUnkhopf;FhpangHUs;;xypNtWghLfSk; nghUs; NtWghLfSk;

nghUj;jkhdngHUs; - nghUj;jkhdnjhlH.

ghl E}y;fs;

2. nra;As; njhFg;G

2. rpWfijfs;

gy;fiyf; fofntspaPL

kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

BSc IT- I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES,	6 hrs week
16BSCITL12	GRAMMAR & COMPOSITION	Credit: 3

Objectives:

- 1) To expose students to functional aspects of English language.
- 2) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 3) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 2) I have a dream-Martin luther king

UNIT: II POETRY

1.Daffodils -william wordsworth

2.La belle dame sans mercy- john keats

UNIT: III SHORT STORY

3. Astrologers Day-R.K.Narayan
4. The Necklace -Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

- 5) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2008, Rs.35/.
- 6) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
- 7) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
- 8) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
- 9)Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc(IT) – I	Core	Max Marks 100
Semester – I	INTRODUCTION TO IT& HTML	Int: 25 Ext: 75
16BSCITC11		5 hrs week
		Credits: 5

OBJECTIVES:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable the students to understand the architecture of the information system.

Unit I

Introduction: Types of computers – Characteristics of computer – Classification of Digital Computer System – Anatomy of Computer: Central Processing unit – Memory – How the CPU and Memory work. Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages

Unit II

Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages – Peripheral devices: systems: Input Devices: Keyboard – Mouse – Trackball – Joystick – MICR – OCR – OMR –BCR – Touch Screen – Scanner

Unit III

Output Devices: Monitor – Characteristics of Monitor – Video standards – Printers – Plotters
Introduction: information systems – software and data – IT in Business and Industry – IT in the Home and at Play – IT in education and Training – IT in Entertainment and the Arts – IT in science; Engineering and Mathematics – Computers in Hiding

UNIT IV

Introduction to HTML: Designing a Home Page - History of HTML - Hyperlinks. **Head and Body Sections:** Header Section - Title - Prologue - Links - Colorful web page - Comment lines. **Designing the Body Section:** Heading printing - Aligning the Headings - Paragraph - Tab settings - Images and Pictures - Embedding PNG format images. **Ordered and Unordered Lists:** Lists - Unordered List - Headings in a list - Ordered List - Nested List.

UNIT V:

Table Handling: Tables - Table creation in HTML - Width of the table and cells - Cells Spanning Multiple Rows/Columns - Coloring cells - Column Specification. **Frames:** Frameset Definition - Frame Definition - Nested Framesets.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 4th Edition, Vijay Cole Imprints Pvt Ltd.

2. Laura Lemay, Web Publishing with HTML 4, 2nd Edition, SAMS Tech media, New Delhi.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 3rd Edition, DreamTech Press Publication.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Catheleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing.
4. David Mercer, “HTML Introduction to Web Page Design and Development”, Tata McGraw Hill Publishing Company Limited, New Delhi.

B.Sc(IT) - I	CORE	Max Marks 100 Int: 40 Ext:60
Semester – I	HTML PROGRAMMING LAB	5 hrs week
16BSCITC1P		Credits: 4

HTML:

1. a. Write HTML code to develop a web page having the background in red and body “My First Page” in any other color.
b. Create a HTML document giving details of your name, age, telephone, address, roll no. using align tag.
c. Write HTML code to design a page containing a text in a paragraph give suitable heading style.
d. Design a page having background color given text color red and using all the attributes of font tag.
2. a. Write HTML code to create a WebPage that contains an Image at its center.
b. Create a web Page using href tag having the attribute alink, vlink.
c. Write a HTML code to create a web page of pink color and display moving message in red color.
3. a. Create a web page, showing an ordered list of name of your five friends.
b. Create a HTML document containing a nested list showing the content page of any book
c. Create a web page, showing an unordered list of name of fruits
4. Create a table in HTML with Dummy Data Name of Train Place Destination Train No
Time Fare Arrival Departure
5. Write HTML code to create a web page that displays your class time table.
6. a. Create a web page with Table using Frame concept

- b. Create a web page having two frames one containing links and another with contents of the links. When link is clicked appropriate contents should be displayed on Frame2.
7. Design an application form using all input types.
8. Design a website of your own by using all html

B.Sc(IT) –I	Allied	Max Marks 100
Semester – I	MATHEMATICAL FOUNDATIONS	Int: 25 Ext: 75
16BSCITA11		4 hrs week
		Credits: 4

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph- sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices- connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).
 S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
 Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (IT)- I	Skill Based	Max Marks 100 Int:40 Ext: 60
Semester – I	OFFICE AUTOMATION LAB	2 hrs week
16BSCITS1P		Credits: 2

MS-WORD:

2. Open a word document to prepare your **Resume** by performing the following operations.
 - (a) Formatting the Text- Alignment & Font style
 - (b) Page setup (margin alignment, page height & width)
6. Create a word document to prepare an application form (College, Bank, etc)
7. Create a student mark sheet using table, find out the total & average marks and display the result.
8. Design an invitation of your course inauguration function using different fonts, font sizes, bullets and Word Art/ Clip Art
9. Mail Merge Concept
 - (a) Prepare a business letter for more than one company using mail merge.
 - (b) Prepare an invitation and to be sent to specific addresses in the data source.

MS-Excel:

10. Create suitable work sheet with necessary information and use Data sort to display results. Also use Data Filters to answer at least five different criteria.
11. Create suitable work sheet with necessary information and make out a suitable chart showing gridlines, legends and titles for axes.
12. Prepare salary bill in a worksheet showing Basic Pay, DA, HRA, Gross salary, PF, Tax and Net salary using suitable Excel Functions.
13. Create, display and interact with data using Pivot Tables and Pivot Charts of Excel features.

MS-Power Point:

15. Create a power point presentation to explain various aspects of your college using Autoplay
16. Create a power point presentation to explain the sales performance of a company over a period of five years. Include slides covering the profile of the company, year wise sales and graph with gridlines, legends and titles for axes. Use Clip Art and animation features.
17. Create a power point presentation from template.

18. Prepare a presentation using Auto Wizard and see its various views.
19. Create a power point presentation with audio and video effect.

MS-ACCESS:

17. Create a table for storing marks of 10 students. The fields of the table are given below: Reg. No, Name, Mark1, Mark2, Mark3, Test average(Best Two/2), Assignment, Seminar and Total marks(Test average + Assignment + Seminar) The fields 'Mark1', 'Mark2', 'Mark3' should not allow the user to enter a mark greater than 25 and should display proper message in such case. Similar constraint for the field 'Assignment' is 5 marks and for the field 'Seminar', it is 10 marks.
18. Create a table showing names of authors of at least 10 different books, title of books, the prices of these books, name of publishers and year of publication. Also create Select, Action and Cross-tab queries to display the records from this table meeting the criteria used in these queries.

B.Sc(IT)- I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	INTRODUCTION TO INFORMATION TECHNOLOGY	2 hrs week
16BSCITN11		Credits: 2

Objectives:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

Unit I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

Unit II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

Unit III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

Unit IV

Input Devices: Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light Pen. Output devices: Monitor – Classification of monitors – Characteristics of monitor – Printer – Plotter – Sound cards & Speakers.

Unit V

Software: Introduction – User Interface – Application Programs – Operating System: Introduction, Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages and types – Compilers & Interpreters – Process of compilation.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 4th Edition, Vijay Cole Imprints Pvt Ltd.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 3rd Edition, DreamTech Press Publication.
2. Pradeep K. Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications.
3. Dennis P. Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 4th Edition, Tata McGraw-Hill Publishing, New Delhi.

B.Sc (IT) - I	jkpo; jhs;	Max Marks 100
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	Int: 25 Ext: 75
16BSCITL21		6 hrs week
		Credits: 3

.\$W - 1 gf;jp ,yf;fpak;

- | | | |
|----------------------|---|-----------------------------|
| 13. jpUQhdk;ge;jH | - | Njthuk; 5 ghly;fs; |
| 14. jpUehTf;furH | - | Njthuk; 5 ghly;fs; |
| 15. khzpf;fthrfH | - | jpUthrfk; 4 ghly;fs; |
| 16. jpU%yH | - | jpUke;jpuk; 4ghly;fs; |
| 17. nghpaho;thh; | - | jpUnkhop 6 ghly;fs; |
| 18. Mz;lsh; | - | jpUg;ghit 6 ghly;fs; |
| 19. ek;kho;thH | - | jpUtha;nkhop 5 ghly;fs; |
| 20. ,uhkypq;fts;syhH | - | jpUtUl;gh (Kjy;) 2 ghly;fs; |
| 21. mgpuhkpql;lh | - | mgpuhkpme;jhjp 2 ghly;fs; |
| 22. rptthf;fpaH | - | 5 ghly;fs; |
| 23. gl;bdj;jhH | - | 5 ghly;fs; |
| 24. gj;jpufphpahH | - | 5 fz;zpfs; |

\$W - 2 rpw;wpyf;fpak;

7. kPdhl;rpmk;ikgps;isj; jkpo;
8. jkpo;tpLJ}J
9. Kf;\$lw;gs;S
10. ee;jpf;fyk;gfk;
11. fypfj;Jg;guzp
12. jpUFw;whyf; FwtQ;rp

\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

4. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
5. rpw;wpyf;fpatuyhW
6. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

3. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;
kJiu-21

4. Njly;(Gjpdk;)
MrphpaH - nghd;dPyd;

epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id– 98

B.Sc (IT) - I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES,	6 hrs week
16BSCITL22	GRAMMAR & COMPOSITION;	Credits: 3

OBJECTIVES:

- 7) To introduce them to a few classics in English poetry
- 8) To develop their writing skills.
- 9) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

4. Refund - Fritz Karinthy
5. How much land does a man need - Leo Tolstoy
6. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.

2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
- 3.Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
- 4.G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Sc(IT)- I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROGRAMMING IN C	4 hrs week
16BSCITC21		Credits: 5

UNIT I

Overview of C: History of C – Importance of C – Basic structure of C – Programming style – Constants, variables and Data types – declaration of variables, storage class – defining symbolic constants – declaring a variable as constant, volatile – overflow and underflow of data. **Operators and expressions:** arithmetic, relational, logical, assignment operators – increment and decrement operators, conditional operators, bitwise operators, special operators – arithmetic expression – evaluation of expressions – precedence of arithmetic operators – type conversions in expression – operator precedence and associativity – mathematical functions –

UNIT II

Managing i/o operations: reading and writing a character – formatted input, output. **Decision making and branching:** if statement, if.... else statement – nesting of if else statement – Else if Ladder – Switch statement – the ?: operator – goto statement. The While statement – do statement – The for statement – jumps in loops

UNIT III

Arrays: one dimensional array – declaration, initialization – two dimensional array – multi dimensional array – dynamic arrays – initialization. **Strings:** declaration, initialization of string variables – reading and writing string – arithmetic operations on strings – putting strings together – comparison – string handling function – table of strings – features of string.

UNIT IV

User defined functions: need – multi function program – elements of user defined function – definition – return values and their types – function calls, declaration, category – all types of arguments and return values – nesting of functions – recursion – passing arrays, strings to functions – scope visibility and life time of variables – multi file programs. **Structures and unions:** defining a structure – declaring structure variables – accessing structure members – initialization – copying and comparing – operations on individual members – arrays of structures – arrays within structures – structures within structures – structures and functions – Unions – size of structures – bit fields.

UNIT V

Pointers: accessing the address of a variable – declaring, initialization of pointer variables – accessing a variable through its pointer – chain of pointers – pointer expressions – pointer increment and scale factors – pointers and arrays – pointers and character strings – array of pointers – pointers as function arguments – function returning pointers – pointers to functions – pointers and structures. **Files:** defining, opening, closing a file. I/O operations on files – error handling during I/O operations – random access to file – command line arguments.

Text Book: 1. E.Balagurusamy, “Programming in ANSI C”, 5th edition, Tata McGraw Hill Publishing Company, New Delhi.

Reference Book: Gottfried, Programming with C (Schaum’s Outline Series), Tata McGraw Hill Publishing Company, New Delhi.

B.Sc(IT) -I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	PROGRAMMING IN C LAB	6 hrs week
16BSCITC2P		Credits: 4

1. To find Sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci Number
4. To check if a number is Prime Number or not
5. To check if a no is Adam Number
6. To reverse a given string and check if it is a palindrome
7. To add and subtract two Matrices
8. To multiply two matrices
9. To Sort the numbers in ascending order using array.
10. To manipulate string handling functions.
11. To prepare a student mark list using structure.
12. To prepare Pay Bill-Structure
13. To sort the number in descending order using pointers.
14. To read a character from a file & write into another file.
15. To prepare EB Bill-File.

B.Sc (IT) -I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	DIGITAL PRINCIPLES AND APPLICATIONS	4 hrs week
16BSCITA21		Credits: 4

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs, Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 5th Edition, Tata McGraw – Hill Publication, New Delhi.

Reference books :

1. S.Salivahanan & S.Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd.
2. M.Morris Mano, Digital Logic and Computer Design, Prentice Hall.
3. Thomas C.Bartee, Computer Architecture and Logic Design, Tata McGraw Hill Publications, New Delhi.

B.Sc(IT)- I	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – II	INTERNET APPLICATION LAB	2 hrs week
16BSCITS2P		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

11. Google Search.
12. Create an Email Account.
13. Compose a Mail and Send it to your friend.
14. Attach a document to a mail.
15. Create a Group mail Account.
16. World Wide Web: Search Engines
17. Blog Creation
18. Register your details in job provider sites
19. Read the e papers.
20. Register your details in Alumni sites

B.Sc (IT)- I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	HTML PROGRAMMING	2 hrs week
16BSCITN21		Credits: 2

Objectives:

1. To enrich the knowledge about HTML.
2. To enrich the knowledge about Web Designing
3. To enrich the knowledge about Forms.

Unit I

OVERVIEW OF HTML – Structure of a HTML Program – HEAD tag – BODY tag- Paragraph tag – Formatting tags (Bold-Underline-italic-strike thru-superscript-subscript).

Unit II

LISTS - Ordered list and unordered list – Marquee tag – Ruler tag – Font tag – Data Definition tag.

Unit III

TABLES – TABLE building tags and attributes of table – Table tag – Table header tag – Table row tag – Table data tag – Row span – Column span.

Unit IV

LINKS – Linking pages using anchor tag – attributes of anchor tag – image tag and its attributes – Frame tag.

Unit V

FORMS – Form tag – Input tag – Types – Text, radio, button, check, and password – Sample – Web page creation.

Text book:

1. Sybex, HTML Complete, 3rd Edition, BPB Publications.

Reference book:

1. Tim Berners-Lee, Information Management: A Proposal, CERN Publications.
2. Steven Champeon, David S.Fox, Building Dynamic HTML GUIs, John Wiley & Sons.

3. Elizabeth Castro, Html for World Wide Web, 4th Edition, Peach pit Press.

B.Sc (I.T.)-II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	6 hrs week
16BSCITL31		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

4. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
5. kzpNkfiy -Japy; vOg;gpafhij
6. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
2. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; - fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98

\$W - 4 jkpo; ,yf;fzk; - mzp>gh tiffs;

8. ctikazp
9. cUtmzp
10. gpwpJnkhopjy; mzp
11. jw;Fwpg;Ngw;wmzp

12. caHTetpw;rpmzp
13. pNyilmzp
14. tQ;rg; Gfo;r;rpmzp

\$W - 5 jkpo; ,yf;fpatuyhW

1. fhg;gpa ,yf;fpatuyhW
2. ehlf ,yf;fptuyhW

B.Sc(IT)- II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 Hrs week
16BSCITL32		Credits: 3

OBJECTIVES:

7. To introduce the functional grammar to the students.
8. To expose creative writing to the students.
9. To enhance students' communication skills.

UNIT: I PROSE

- 5) University days – James Thurber
- 6) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 5) Night of the scorpion-Nissim Ezekiel
- 6) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 5) Karma-Kushwant Singh
- 6) Two gentle men of verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct And Indirect Speech, Degrees Of Comparison, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making , Essay Writing, Describe A Place, Preson And Incident, Letter Writing,
Dialogue Writing

TEXT PRESCRIBED:

- 9) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai.Rs.40/.
- 10) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai. Rs.70/.
- 11) Dr. S.Vincent. (Ed) Let’s Speak English (A Course in spoken English) Soundra Publications, Madurai. Rs.40/.
- 12) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai. Rs.40/.

B.Sc(IT)- II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	OBJECT ORIENTED PROGRAMMING WITH C++ AND DATA STRUCTURE	6 hrs week
16BSCITC31		Credits: 5

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition, New Delhi.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 3rd Edition, Addison Wesley Ltd.

B.Sc(IT)- II	Core	Max Marks 100
Semester – III	Programming using C++ Lab	Int: 40 Ext: 60
16BSCITC3P		6 hrs week
		Credits: 5

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.
 1. To perform Area calculation using Function overloading (Min three functions).
 3. To perform String manipulation (three different types) using function overloading.
 4. To swap two values between two class objects using friend function.
 5. To find minimum of two numbers between two class objects using friend function.
 6. To overload unary minus operator which changes sign of given vector (3 elements)
 7. To overload Binary + operator which adds two complex numbers.
 7. To process students mark list using multiple inheritance
 9. Process employee details using hierarchical inheritance
 15. To process family details using hybrid inheritance
 16. A program to implement parameterized Constructor.
 17. A program to implement Copy Constructor.
 18. To sort the numbers using pointers.
 19. A Program to implement the concept of Reading and Writing class objects.
 20. To list the odd and even numbers in separate files using Command Line arguments.

B.Sc(IT) -II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	RESOURCE MANAGEMENT TECHNIQUES	4 hrs week
16BSCITA31		Credits: 4

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand.

Reference books:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press.
3. J.D. Sharma, Operation Research, Prentice Hall.

B.Sc (I.T.)- II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	6 hrs week
16BSCITL41		Credits: 3

\$W : 1 gj;Jg;ghl;L neLey;thilKOtJk; vl;Lj;njhif ew;wpiz
FWe;njhif lq;FWE}W fypj;njhif mfehD}W GwehD}W

\$W : 2 mw ,yf;fpak;
jpUf;Fws;
ehybahH

\$W : 3 ciueil (fl;Liu; njhFg;G

\$W : 4 ,yf;fzk;

nghUs; :

mfg;nghUs;

mfj;jpizfs;

Gwg;nghUs;

Gwj;jpizfs;

\$W : 5 ,yf;fpatuyhW

vl;Lj;njhif

gj;Jg;ghl;L

mw ,yf;fpa

B.Sc (I.T.)- II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – IV	NOVEL AND ENGLISH FOR COMPETITIVE EXAMINATION	6 hrs week
16BSCITL42		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.Sc (IT) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	RELATIONAL DATABASE MANAGEMENT SYSTEMS	5 hrs week
16BSCITC41		Credits: 5

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I:

Overview of database systems: Managing Data – A Historical Perspective – File Systems Versus a DBMS – Advantages of a DBMS – Describing and Storing Data in a DBMS – Queries in a DBMS – Transaction Management – Structure of a DBMS – People Who Work with Databases.**Introduction to database design:** Database Design and ER Diagrams – Entities, Attributes, and Entity Sets – Relationships and Relationship Sets – Additional Features of ER Model – Conceptual Design With the ER Model.

UNIT II:

The relational model: Introduction to the Relational Model – Integrity Constraints over Relations – Enforcing Integrity Constraints – Querying Relational Data – Logical Database Design: ER to Relational – Introduction to Views – Destroying / Altering Tables and Views.

Relational algebra and calculus: Preliminaries – Relational Algebra: Selection and Projection – Set Operations –Renaming – Joins - Division Relational Calculus: Tuple Relational Calculus – Domain Relational Calculus

UNIT III:

Sqlqueries, constraints, triggers: The Form of a Basic SQL Query - UNION, INTERSECT, and EXCEPT – Nested Queries – Aggregate Operators – Null Values – Complex Integrity Constraints in SQL – Triggers and Active Databases – Designing Active Databases

UNIT IV:

Schema refinement and normal forms: Introduction to Schema Refinement – Functional Dependencies – Reasoning about FD's – Normal Forms – Properties of Decompositions – Normalization – Schema Refinement in Database Design – Other Kinds of Dependencies

UNIT V:

Overview of transaction management: The ACID Properties – Transactions and Schedules – Concurrent Execution of transactions – Lock Based Concurrency Control – Performance of Locking – Transaction Support in SQL – Introduction to Crash Recovery.

Security and authorization: Introduction to Database Security - Access Control – Discretionary Access Control – Mandatory Access Control – Security for Internet Applications – Additional Issues Related to Security.

Text book:

Raghu Ramakrishnan and Johannes Gehrke, Database Management Systems, 4th Edition, Tata McGraw Hill International Edition, New Delhi.

Chapters:

- UNIT – I : 1.1 – 1.9, 2.1 – 2.5
- UNIT – II : 3.1 – 3.7, 4.1 – 4.3
- UNIT – III : 5.2 – 5.9
- UNIT – IV : 19.1 – 19.8
- UNIT – V : 16.1 – 16.7, 21.1 – 21.6

Reference Books:

3. Alexis Leon and Mathews Leon, Database Management Systems, 4th Edition, Vikas Publishing, Chennai.
4. G.K. Gupta, McGraw Hill Education, Database Management Systems, 4th reprint 2015, Pearson Education Asia.

B.Sc(IT)- II	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	RDBMS Lab	5 hrs week
16BSCITC4P		Credits: 4

Objectives:

The following concepts must be introduced to the students:

DDL Commands

- Create table, alter table, drop table

DML Commands

- Select, update, delete and insert statements

I. Create a table Student-master with the following fields client_no, name, address, city, state, pincode, remarks, bal_due with suitable data types.

- e. Create another table supplier_table from client_master. Select all the fields and rename client_no with supplier_no and name with supplier_name.
- f. Insert data into client_master
- g. Insert data into supplier_master from client_master.
- h. Delete the selected row in the client_master.

II. Create a table sales_order with s_order_no and product_no as primary key. Set other fields to store client number, delivery address, delivery date, order status.

- e. Add a new column for storing salesman number using ALTER Command.
- f. Set the s_order_no as foreign key as column constraints.
- g. Set the s_order_no as foreign key as table constraints.
- h. Enforce the integrity rules using CHECK.

III. Create a table student_master with the following fields name, regno, dept and year with suitable data types. Use Select command to do the following.

- e. Select the student's name column.
- f. Eliminate the duplicate entry in table.
- g. Sort the table in alphabetical order.
- h. Select all the Students of a particular department.

V. Create and use the following database schema to answer the given queries

EMPLOYEE			
DEFAULT			
Field	Type	Null	Key
Eno	Char(3)	No	Primary
Ename	Varchar(50)	No	
Job_type	Varchar(50)	No	
Manager	Char(3)	Yes	Foreign
Hiredate	Date	No	
Dno	Integer	Yes	Foreign
Commission	Decimal(10,2)	Yes	
Salary	Decimal(7,2)	No	

DEPARTMENT			
DEFAULT			
Field	Type	Null	Key
Dno	Integer	No	Primary
Dname	Varchar(50)	Yes	

Perform the following queries:

- h. Query to display Employee Name, Job, Hire Date, Employee Number; for each employee with the Employee Number appearing first.
- i. Query to display unique Jobs from the Employee Table.
- j. Query to display the Employee Name concatenated by a Job separated by a comma.
- k. Query to display all the data from the Employee Table. Separate each Column by a comma and name the said column as THE_OUTPUT.
- l. Query to display the Employee Name and Salary of all the employees earning more than \$2850.
- m. Query to display Employee Name and Department Number for the Employee No= 7900.
- n. Query to display Employee Name and Salary for all employees whose salary is not in the range of \$1500 and \$2850.

B.Sc(IT) II	Allied	Max Marks 100
Semester – IV	OPERATING SYSTEM	Int: 25 Ext: 75
16BSCITA41		4 hrs week
		Credits: 4

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw Hill Publication, New Delhi.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 3rd Edition, Tata McGraw Hill, New Delhi.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall.
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall.

B.Sc (IT) II	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – IV	MULTIMEDIA LAB	2 hrs week
16BSCITS4P		Credit: 2

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and add edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flash formats.
11. Create simple 3D animation and export.

B.Sc(IT) II	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
16BSCITS41		Credits: 2

Objectives:

4. To enhance General Knowledge of students.
5. To orient the students to appear for competitive examinations
6. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, Newton's law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games

& sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc(IT) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	SOFTWARE ENGINEERING	6 hrs week
16BSCITC51		Credits: 5

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transistion tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, Tata McGraw Hill Publication, New Delhi.

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, Tata McGraw Hill International Book Company Edition, New Delhi.
 2. Shoo man, Software Engineering and its Principles, 5th Edition, Tata McGraw Hill International Co, New Delhi.

B.Sc(IT) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	JAVA PROGRAMMING	6 hrs week
16BSCITC52		Credits: 5

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, New Delhi .

2. Jon Byous, Java Technology: The Early years, Sun Developer Network.

B.Sc(IT) III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	JAVA LAB	6 hrs week
16BSCITC5P		Credits: 5

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

16. To perform addition of complex numbers using class and objects.
17. To perform multiplication of matrices using class and objects.
18. To perform volume calculation using method overloading
19. Using command line arguments, test if the given string is palindrome or not.
20. Using multilevel inheritance process student marks
21. Implement multiple inheritance of payroll processing
22. Package illustration
23. To illustrate built-in exceptions (any four)
24. To illustrate user defined exceptions(at least four)
25. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
26. String manipulation using string methods
27. File – byte stream
28. File – Character stream
29. Applet – Graphical methods
30. Applet – Threads

B.Sc (IT) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	MOBILE COMPUTING	6 hrs week

13BSCCSE51		Credits: 5
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OBJECTIVES:

- Understand the basic concepts of mobile computing.
- Be familiar with the network protocol stack.
- Learn the basics of mobile telecommunication system.
- Be exposed to Ad-Hoc networks.
- Gain knowledge about different mobile platforms and application development.

UNIT I: INTRODUCTION

Mobile Computing – Mobile Computing Vs wireless Networking – Mobile Computing Applications – Characteristics of Mobile computing – Structure of Mobile Computing Application. MAC Protocols – Wireless MAC Issues – Fixed Assignment Schemes – Random Assignment Schemes – Reservation Based Schemes.

UNIT II: MOBILE INTERNET PROTOCOL AND TRANSPORT LAYER

Overview of Mobile IP – Features of Mobile IP – Key Mechanism in Mobile IP – route Optimization. Overview of TCP/IP – Architecture of TCP/IP- Adaptation of tCP Window – Improvement in TCP Performance.

UNIT III: MOBILE TELECOMMUNICATION SYSTEM

Global System for Mobile Communication (GSM) – General Packet Radio Service (GPRS) – Universal Mobile Telecommunication System (UMTS).

UNIT IV : MOBILE AD-HOC NETWORKS

Ad-Hoc Basic Concepts – Characteristics – Applications – Design Issues – Routing – Essential of Traditional Routing Protocols –Popular Routing Protocols – Vehicular Ad Hoc networks (VANET) – MANET Vs VANET – Security .

UNIT V:MOBILE PLATFORMS AND APPLICATIONS

Mobile Device Operating Systems – Special Constrains & Requirements – Commercial Mobile Operating Systems – Software Development Kit: iOS, Android, BlackBerry, Windows Phone – M- Commerce – Structure – Pros & Cons – Mobile Payment System – Security Issues.

TEXT BOOK:

1.Prasant Kumar Pattnaik, Rajib Mall, “Fundamentals of Mobile Computing”, PHI Learning Pvt. Ltd, New Delhi.

REFERENCES:

1. Jochen H. Schller, “Mobile Communications”, 3rd Edition, Pearson Education, New Delhi.
2. Dharma PrakashAgarval, Qing and An Zeng, "Introduction to Wireless and Mobile systems", Thomson Asia Pvt Ltd.
3. UweHansmann, LotharMerk, Martin S. Nicklons and Thomas Stober, “Principles ofMobile Computing”, Springer.

B.Sc(IT) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	VISUAL PROGRAMMING	6 hrs week
16BSCITE52		Credits: 5

Objectives:

1. To develop programming skills in GUI based language visual basic

2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw Hill Edition, New Delhi.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media.
2. Paul sheriff, Visual Basic, Prentice Hall International.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press.

B.Sc(IT) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	INFORMATION SECURITY	6 hrs week
16BSCITE53		Credits: 5

UNIT I:

Introduction:History of Information security - What is Security? - CNSS Security Model - Components of an Information System - Balancing Information security and Access – Approaches to Information security implementation - The SDLC - The Security SDLC.

UNIT II:

Security Investigation: Need for Security, Business Needs, Threats, Attacks, Professional, Legal and Ethical Issues in Information security.

UNIT III:

Managing IT Risk: An overview of Risk Management - Risk Identification – Risk Assessment - Risk Control Strategies- Selecting Risk Control Strategy – Quantitative Versus

Qualitative Risk Control Practices.ling Risk.

UNIT IV:

How to plan for security:Information security Planning and Governnace - Information Security Policy, Standards and Practices - ISO 17799/BS 7799, NIST Models, VISA International Security Model, Design of Security Architecture – Continuity strategies.

UNIT V :

Security Technology:Introduction – Intrusion detection and prevention systems - Scanning and Analysis Tools – Biometric access controls – Cipher methods – Cryptographic algorithms – Cryptographic tools – Protocols for secure communication- Attacks on Cryptosystems.

Text **book:**

Michael E Whitman and Herbert J Mattord, Principles of Information Security,Fourth Edition, CENGAGE Learning, 6th Indian Reprint.

Unit I: Chapter 1

Unit II: Chapter 2, Chapter 3

Unit III: Chapter 4

Unit IV: Chapter 5

Unit V: Chapter 7, Chapter 8

Reference books:

1. Micki Krause, Harold F. Tipton, Handbook of Information Security Management, Vol. 1-3, CRC Press LLC.
2. Joel Scrambray, George Kurtz, Hacking Exposed, Stuart McClure, Tata McGraw-Hill Publication, New Delhi.
3. Matt Bishop, Pearson ,Computer Security Art and Science, PHI.

B.Sc(IT) III	Skill Based	Max Marks 100
Semester – V	QUANTITATIVE APTITUDE	Int: 25 Ext: 75
16BSCITS51		2 hrs week
		Credits: 2

UNIT I:

Numbers - HCF & LCM of numbers – Decimal Fractions

UNIT II:

Square roots and Cube roots- Average – Problems on ages.

UNIT III:

Percentage – Profit and Loss – Ratio and Proportion

UNIT IV:

Time and Work – Time and Distance

UNIT V:

Simple Interest – Compound Interest.

Text Book:

R.S. Aggarwal, Reprint 2011,Quantitative Aptitude, S. Chand & Company Ltd, New Delhi.

Unit I : Page nos. 3-29, 30-45, 46-66.

Unit II : Page nos. 117-138, 139-160, 182-194

Unit III: Page nos. 208-250, 251-293, 294-310

Unit IV: Page nos. 341-370, 384-404

Unit V : Page nos. 445-465, 466-486

Reference Books:

4. R.V. Praveen, Quantitative Aptitude and reasoning, 2nd Edition 2013, PHI Learning.
5. M.Tyra, Magical book on Quicker Maths, BSC Publishing Co. Pvt.Ltd, Delhi. Reprint.
6. AbhijitGuha, Quantitative Aptitude for Competitive Exams, 4th Edition, Tata McGrawHill Company, New Delhi.

B.Sc(IT) III	Skill-Based	Max Marks 100 Int: 40 Ext: 60
Semester – V	NETWORKING	2 hrs week
16BSCITS5P		Credits: 2

Objective:

To train the students to configure and maintain the network with Transport Layer Protocols, invoking the Remote Methods and configure the Router via Routing Protocols

1. Get detailed IP address of a system
2. Send data from client to server using UDP
3. Send data from client to server using TCP
4. Use Threads to receive multiple connections for a single server socket
5. Send a file from server to multiple clients
6. Create a Chat room using TCP and UDP
7. Using RMI do mathematical operations by sending data from client to server
8. Using RMI do banking transaction between client and server
9. Using RMI prepare EB bill
10. Using RMI do payroll processing
11. Using RMI perform inventory processing
12. Router Configuration using CISCO Packet Tracer
 - D. Static Routing
 - E. Dynamic Routing
 - F. Link State Routing Protocols

B.Sc(IT) III	Core	Max Marks 100 Int:25 Ext: 75
Semester – VI	COMPUTER GRAPHICS	6 hrs week
16BSCITC61		Credits: 5

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device.

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 4th Edition, Prentice Hall of India, C Version.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, 3rd edition, Tata McGraw Hill Publication, New Delhi.
2. Mitchell Waite, Computer Graphics Primer, 3rd edition, Howard w. Sams & Co.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University.

B.Sc(IT) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	DATA COMMUNICATION AND COMPUTER NETWORKS	6 hrs week
16BSCITC62		Credits: 4

UNIT I:

Data communication : Characteristics and components – Networks: Distributed processing, Network criteria, applications. Protocols and standards and standard organizations. Line

configurations, Topologies, Network classifications .OSI reference model: Layers and Functions. TCP/IP Layers

UNIT II:

Transmission Media: Guided media – Twisted pair, Coaxial cable, optical fibers. Unguided media - Microwave, Satellite, Cellular telephony - Transmission impairment types - Performance features. Errors: types, Detection techniques Vertical and Longitudinal redundancy checks, CRC, Checksum

UNIT III:

Datalink Control – Line Discipline – Flow Control – stop and wait, Sliding Window flow controls Error control using different ARQ techniques. Datalink Protocols: Character oriented protocol: BSC, Bit oriented protocol: HDLC.

UNIT IV:

Local Area Networks: Project 802 – layers, PDU formats. Ethernet – CSMA/CD Access methods, Ethernet MAC frame structure, Thick and thin Ethernet implementation, Switched and Fast Ethernet, Token BUS, Token Ring, FDDI

UNIT V:

Switching: Circuit and Packet switching. ISDN: Services, Evolution, Channel types and uses, User interfaces, Functional Groupings and reference points. ISDN layers and functions of layers, Broadband ISDN.

Text Book:

Behrouz A. Forouzan, Data Communications and Networking, Tata McGraw-Hill Edition, New Delhi.

Chapters: 1, 2, 3, 7, 9.1-9.6, 10, 11.3, 11.4, 12, 14, 16

Reference Books:

1. Brijendra Singh, Data Communications and Computer NetWorks, ,4th edition, Prentice-Hall of India Pvt. Ltd, New Delhi.
2. , A. Tananbaum, Computer Networks,Pearson Education Asia, Prentice Hall India.
3. William Stallings, Data and Computer communications, Pearson Education Asia.

B.Sc(IT) III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	WEB PROGRAMMING LAB	6 hrs week
16BSCITC6P		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

16. Write a program for Heading Tags
17. Write a program for Table Format.
18. Write a program for create a Hyperlink & Image.
19. Write a program for Marquee Function.

20. Write a program for Frames.
21. Write a program for Order list & unordered list.
22. Write a program for java script using For Loop.
23. Write a program for java script using While Loop.
24. Write a program for java script using Break Statement.
25. Write a program for java script using continue Statement.
26. Write a program for java script using Function
27. Write a program for java script for Time Alert Box.
28. How to print the Dialog Box?
29. Write a Program for String Function.
30. Write a Program for Math Function.

B.Sc (IT) III	Elective	Max Marks 100
Semester – VI		Int: 25 Ext: 75
16BSCITE61	DATA MINING	6 hrs week
		Credits: 4

Objectives:

1. To gain an exhaustive knowledge on the fundamentals of Client server computing.
2. To gain knowledge on the fundamentals of Networks.
3. To understand the client server techniques.

Unit I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

Unit II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

Unit III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

Unit IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

Unit V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent

database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill Publication, New Delhi
2. Patrick Smith and Steve Guengerich, Client/Server Computing, 4th Edition, Prentice Hall of India.

Reference book:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons.
3. Robert Orfali, T.Hudson, Dan Harkey, Client/Server Survival Guide, 3rd Edition, John Wiley & Sons.

B.Sc (IT) III	Elective	Max Marks 100
Semester – VI	COMPILER DESIGN	Int: 25 Ext: 75
16BSCITE62		6 hrs week
		Credits: 4

UNIT I :

Introduction – Structure of a Compiler – Compiler writing tools – Basic constructs of High level programming languages – Data structures – Parameter transmission. Lexical Analysis – Role of Lexical analyzer – Finite Automata – Regular Expressions to Finite Automata – Minimizing number of states of Deterministic Finite Automaton – Implementation of Lexical analyzer in C.

UNIT II:

Parsing Techniques – Context free Grammars – Derivations and Parse trees – Ambiguity – Capabilities of Context free grammar - Top down and Bottom up Parsing – Handles – Shift Reduce parsing – Operator precedence parsing – Recursive Descent parsing – Predictive Parsing .

UNIT III :

Automatic Parsing Techniques – LR parser – Canonical Collection of LR(0) items – Construction of SLR parsing tables – LR(1) sets of items construction – Construction of canonical LR parsing tables.

UNIT IV :

Syntax Directed Translation – Semantic action – Implementation of syntax directed translators – Intermediate code: Prefix notation, Quadruples, Triples, Indirect triples – Methods of translation of assignment statements, Boolean expressions and Control statements.

UNIT V:

Symbol Tables and Code Generation: Representing information in a symbol table – Data structures for symbol table – Introduction to code optimization – Basic blocks – DAG representation – Error detection and Recovery – Introduction to Code generation.

Text book :

Alfred V. Aho, Ravi Sethi, Jeffrey D. Ullman, “Compilers : Principles, Techniques, and Tools, Pearson Education Asia.

Reference books:

1. Dhamdhare D.M., “Compiler Construction: Theory and Practice”, McMillan India Ltd.

- Holub Allen, “Compiler Design in C”, Prentice Hall of India.
- V.Raghavan, Principles of Compiler design, Tata McGraw Hill Education, New Delhi.

B.Sc(IT) III	Elective	Max Marks 100
Semester – VI	CRYPTOGRAPHY & NETWORK	Int: 25 Ext: 75
16BSCITE63	SECURITY	6 hrs week
		Credits: 4

OBJECTIVES:

- Understand OSI security architecture and classical encryption techniques.
- Acquire fundamental knowledge on the concepts of finite fields and number theory.
- Understand various block cipher and stream cipher models.
- Describe the principles of public key cryptosystems, hash functions and digital signature.

UNIT I:INTRODUCTION & NUMBER THEORY

Services, Mechanisms and attacks-the OSI security architecture-Network security model-Classical Encryption techniques (Symmetric cipher model, substitution techniques, transposition techniques, steganography).FINITE FIELDS AND NUMBER THEORY: Groups, Rings, Fields-Modular arithmetic-Euclid's algorithm-Finite fields- Polynomial Arithmetic –Prime numbers-Fermat's and Euler's theorem-Testing for primality -The Chinese remainder theorem- Discrete logarithms.

UNIT II:BLOCK CIPHERS & PUBLIC KEY CRYPTOGRAPHY

Data Encryption Standard-Block cipher principles-block cipher modes of operation-Advanced Encryption Standard (AES)-Triple DES-Blowfish-RC5 algorithm. **Public key cryptography:** Principles of public key cryptosystems-The RSA algorithm-Key management - Diffie Hellman Key exchange-Elliptic curve arithmetic-Elliptic curve cryptography.

UNIT III:HASH FUNCTIONS AND DIGITAL SIGNATURES

Authentication requirement – Authentication function – MAC – Hash function – Security of hash function and MAC –MD5 - SHA - HMAC – CMAC - Digital signature and authentication protocols – DSS – El Gamal – Schnorr.

UNIT IV:SECURITY PRACTICE & SYSTEM SECURITY

Authentication applications – Kerberos – X.509 Authentication services - Internet Firewalls for Trusted System: Roles of Firewalls – Firewall related terminology- Types of Firewalls - Firewall designs - SET for E-Commerce Transactions. Intruder – Intrusion detection system – Virus and related threats – Countermeasures – Firewalls design principles – Trusted systems – Practical implementation of cryptography and security.

UNIT V:E-MAIL, IP & WEB SECURITY

E-mail Security: Security Services for E-mail-attacks possible through E-mail - establishing keys-privacy-authentication of the source-Message Integrity-Non-repudiation-Pretty Good Privacy-S/MIME. **IPSecurity:** Overview of IPsec - IP and IPv6-Authentication Header-Encapsulation Security Payload(ESP)-Internet Key Exchange (Phases of IKE, ISAKMP/IKE Encoding). **Web Security:** SSL/TLS Basic Protocol-computing the keys- client authentication-PKI as deployed by SSLAttacks fixed in v3-Exportability-Encoding-Secure Electronic Transaction (SET).

TEXT BOOKS:

- William Stallings, Cryptography and Network Security, 6th Edition, Pearson Education, March 2013. (UNIT I,II,III,IV).
- Charlie Kaufman, Radia Perlman and Mike Speciner, “Network Security”, Prentice Hall of India. (UNIT V).

REFERENCES:

- Behrouz A. Ferouzan, “Cryptography & Network Security”, Tata McGraw Hill, New Delhi.
- Man Young Rhee, “Internet Security: Cryptographic Principles”, “Algorithms and Protocols”, Wiley Publications.

- Charles Pfleeger, “Security in Computing”, 4th Edition, Prentice Hall of India.
- Ulysess Black, “Internet Security Protocols”, Pearson Education Asia.
- Charlie Kaufman and Radia Perlman, Mike Speciner, “Network Security, Second Edition, Private Communication in Public World”.

B.Sc(IT) III	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	PROJECT WORK	6 hrs week
16BSCITP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development



B.Com(CA) Year	Part I –Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:16BCOMCL11		Credits: 3

Nehf;fq;fs;:

1. khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;LYk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j
fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if
MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – I		Int: 25 Ext: 75
16BCOMCL12	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

Objectives:

- 4) To expose students to functional aspects of English language.
- 5) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 6) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 3) I have a dream-Martin Luther king

UNIT: II POETRY

1.Daffodils -William Wordsworth

2.La belle dame sans mercy- John Keats

UNIT: III SHORT STORY

5. Astrologers Day - R.K.Narayan
6. The Necklace -Guy De Maupassant

UNIT: IV GRAMMAR

4. Speaking Skills
5. Reading Skills
6. Writing Skills

UNIT: V COMPOSITION

3. Paragraph writing
4. Letter writing

TEXT PRESCRIBED:

- 10) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2014, Rs.35/.
- 11) Dr. V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2015, Rs.16/.

- 12) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015, Rs.27/.
- 13) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2015, Rs.70/.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FINANCIAL ACCOUNTING – I	5 hrs week
Code:16BCOMCC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	Fundamentals of Computers & C Programming	5 hrs week
Code:16BCOMCC12		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – Necessity of computers, Computer generations, Types of computers - Functional Computers and their interactions, Input and Output storage devices - Application of computers

Unit II:

System Requirements-Introduction to word processing-Starting MS Word, Customizing the Work Place-Types of views and styles, Columns-Tables-Mail merges. Introduction to spread sheet, Basic skills for working with spread sheet editing, protecting spread sheets- Moving, Deleting, Copying cells..

Unit III:

Overview of C – Constants, variable and data types – Operators and expressions – managing input and output operators

Unit IV:

Decision making with if statement – else if, ladder, switch statement - ? Operator – while statement, do statement, for statement. Arrays one dimensional – two dimensional and multidimensional arrays.

Unit V:

Handling of character strings – user defined functions – recursion – functions with arrays pointer declaring and initializing pointers – pointer expressions – pointer and arrays – pointer and functions
Structures – Structure definition.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.
2. E-Balagurusamy,(2012), Programming in Ansi, 6th edition , Tata McGraw-Hill Education Delhi

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.
3. Herbert Schildt, (2000), C. The Complete Reference, 4th Edition, The McGraw-Hill Companies
4. Yashavant Kanetkar, (2016), Let Us C - 14TH Edition, BPB Publications Delhi 2016.

B.Com (CA) I Year	Allied Subject	Max Marks 100
Semester – 1	PROGRAMMING IN C LAB	Int: 25 Ext: 75
Code:16BCOMCA11		6 hrs week
		Credits: 5

OBJECTIVES:

1. To enable the students to understand the basic program in C.
2. To enrich students to do different business, mathematical problems.
3. To enrich students to do arithmetic and logical problems.

List of Programmes:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
14. To solve Quadratic Equation-Switch
16. To perform binary search using Function
16. To find NCR and NPR Values using function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int:25 Ext: 75
Semester – 1	INTRODUCTION TO ACCOUNTING	2 hrs week
Code: 16BCOMCN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com(CA) I Year	Part I – Tamil	Max Marks 100
Semester – 2		Int: 25 Ext: 75
Code:16BCOMCL21	mYtyf Nkyhz;ik	6 hrs week
		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
 2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
 3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy
- ; **gFjp 1**

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyfj;jpd; mikg;G Kiwfs; etPd mYtyfj;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltb;iffs; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;Gj;jpl;lk; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbtf; fl;Lg;ghL – tbtikg;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rj;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPI;L Kiwfs; ika;f Nfhg;gPI;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPI;L – Kiw fl;lfuhj;papd; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;jw;fhd mbg;gil;f Nfh;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tpuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75
Code: 16BCOMCL22	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

OBJECTIVES:

- 10) To introduce them to a few classics in English poetry
- 11) To develop their writing skills.
- 12) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar

– Stephen Leacock

UNIT: II POETRY

- 1.The quality of mercy - Shakespeare
2.Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

7. Refund - Fritz Karinthy
8. How much land does a man need - Leo Tolstoy
9. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
- 3.Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
- 4.G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	FINANCIAL ACCOUNTING - II	5 hrs week
16BCOMCC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to consignment and joint venture.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

UNIT I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

UNIT II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

UNIT III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

UNIT IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

UNIT V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

TEXT BOOK:

1. R.L. Gupta and M.Radhaswamy, (2002)Advanced Accountancy, Sultan Chand & Sons,

REFERENCE BOOKS:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, (2002), Advanced Accountancy, Sultan Chand & Sons,
2. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	VISUAL BASIC THEORY	5 hrs week
16BCOMC22		Credits: 4

OBJECTIVES:

1. To enable the students to acquaint knowledge on project tools.
2. To enable the students to understand the list of arrays
3. To acquaint them with the concept of visual basic.

UNIT I :

Starting a new project – The Properties of Window – Common form Properties – Scale Properties –Color properties. Types creating stand alone windows programs. Properties of command buttons – simple event procedure for command buttons. Navigation between controls – msg boxes the grid – The ASCII.

UNIT II :

Statements in VB – Variables – Setting properties with code – data types – working with variables – The format function - picture boxes – rich text boxes – the printer object – determine loops – making decisions – select case – nested if – then 's the GOTO – string – functions.

UNIT III:

Functions procedure – sub procedures – Advanced uses of procedures and functions – using the object browser to Navigation among your sub programs. List : Arrays – more than one dimension arrays – using lists and arrays with function and procedures.

UNIT IV:

The with statement – Enums – control array - List and combo boxes – the flex grid control . Code Modules :

UNIT V

Global procedures – The Do events function and sub main – Accessing windows functions – Error trapping - creating and object in VB.

TEXT BOOK:

1. Paul Sheriff, Visual Basic, PHI Publishers, New Delhi, 1999.

REFERENCE BOOKS:

1. Gray Cornell, Visual basic 6.0 from the Ground Up –, Tata McGraw, New Delhi, 2000.
2. Peter Norton & Michel Groh, Guide to VB 6.0, Techmedia , New Delhi, 1998.
3. Evengelus Petrontsons, Mastering VB 6.0, BPB Publishers, New Delhi, 2000.
4. Michael Halvorson,(2010), Microsoft Visual Basic 2010 Step by Step, Microsoft Press Washington

B.Com (CA) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	VISUAL BASIC LAB	6 hrs week
16BCOMCA21		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint the Practical knowledge on project tools.
2. To enable the students to understand the list of arrays in VB programs
3. To acquaint them with the concept of visual basic

Write the program

- 1) Objective type Questionnaire
- 2) Arithmetic calculator
- 3) Design a clock
- 4) Design a calculator
- 5) Menu creation – with simple file and edit option.
- 6) Designing a color mixer using basic colors.
- 7) Picture Animation
- 8) Sequential file writing and reading

- 9) Viewing records using data control
- 10) Adding records to database using data control

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	INTRODUCTION TO COST ACCOUNTING	2 hrs week
16BCOMCN23		Credits: 2

Objectives

- To enable the students to understand the costing and cost accounting
- To understand the concept and types of cost
- To develop skills in different methods of costing

UNIT – I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

UNIT – II

Material – Material issue procedure – pricing of materials.

UNIT – III

Labour – Methods of remunerating labour.

UNIT – IV

Overhead – Allocation and apportionment of Over head to cost centers.

UNIT – V

Methods of costing – job costing – contract costing

TEXT BOOK:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

REFERENCE BOOKS:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.

2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	PARTNERSHIP ACCOUNTING	6 hrs week
16BCOMCC31		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the basic principles of partnership accounts
- 2) To enable the students to understand the procedure of partnership accounts
- 3) To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit I:

Partnership – definition – provisions relating to partnership accounting – Fixed and fluctuating Capitals - appropriation of profits – past adjustments – guarantees – Admission of partners – goodwill – revaluation of assets & liabilities – accumulated profit and losers and reserve.

Unit II:

Retirement of partners – transfer of balances due to retired partner – purchase of retiring partners share by the remaining partners – Death of a partner – Treatment of joint life policy – settlement of amount due to legal representatives.

Unit III:

Amalgamation of partnership firms – Sale to a Company

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	OBJECT ORIENTED PROGRAMMING IN C++	5 hrs week
16BCOMCC32		Credits: 4

OBJECTIVES:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) TO enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Unit I:

Object – Oriented Programming – Introduction - benefit – Application – Beginning with C++ Tokens – expressions and control structures.

Unit II:

Functions in C++ - Classes and Objects – constructors and destructors

Unit III:

Operator over loading and data type conversions – Inheritance – Extending classes – pointers – Virtual functions and – polymorphism.

Unit IV:

Managing console I/O operations – working with files – templates.

Unit V:

Exception handling – Introduction – Introduction to the standard template library – manipulating Strings

Text Book:

1. E. Bala gurusawamy,(2013) Object Oriented Programming in C++, 6th edition, Tata McGraw, New Delhi, 2005.

Reference Book:

1. Yaswath Kanetkar, Let Us C++, Tata McGraw Hill, New Delhi, 2005.
2. C++: The Complete Reference, Fourth Edition The McGraw-Hill Companies 2003 ISBN – 978-0072226805

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	OBJECT ORIENTED PROGRAMMING IN C++ LAB	6 hrs week
16BCOMCC33		Credits: 5

Objectives:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) To enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Write the Programme to find

- 1) Find the Fibonacci Series
- 2) Whether a given number is odd or even.
- 3) Print odd numbers between 1 to N.
- 4) Convert integer in the range 1 to 100 in words.
- 5) Arrange a set of numbers in ascending and descending order.
- 6) Write a program to compare two files and printing the character position where they are equal where they are differ.
- 7) Write a program to create any two related files and merging the fields.
- 8) Write a program in payroll using structures.
- 9) Write a program in storage management system using pointers.

B.Com (CA) II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	BUSINESS STATISTICS	6 hrs week
16BCOMCA31		Credits: 5

OBJECTIVES:

- 1) To help the students to conduct a statistical investigation
- 2) To apply statistical tools for analysis of data
- 3) To equip the students to draw inferences charts

UNIT I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

UNIT II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

UNIT III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

UNIT IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

UNIT V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

TEXT BOOK:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

REFERENCE BOOK:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (CA) II Year	Skill Based	Max Marks 100 Int:25 Ext: 75
Semester – 3	E – COMMERCE	2 hrs week
16BCOMCS31		Credits: 2

Objectives:

- 1) To enable the students to understand Import and Export Procedure
- 2) To enable the students to understand the Import and Export Documentations
- 3) To enable the students to Packing and Marketing

UNIT I

Electronic Commerce Framework – anatomy of E-Com Application – organization application – consumer application – internet technology

UNIT II

WWW as architecture - consumer oriented applications – mercantile process models – types of electronic payment system.

UNIT III

Document library – types of digital documents – issues begin document infrastructure – corporate data warehouse

UNIT IV

Advertising on internet – chatting the online marketing process – E-Com catalogs – information filtering

UNIT V

Computer based education and training – digital copy rights – tele script agent language – scale – tel – applets – software agent in action

TEXT BOOK:

1. Vijayalakshmi sundaram, E-Commerce, Meenakshi Pathipagam, Madurai, 2005.

REFERENCE BOOKS:

1. Ravikala kota and Andrew whiston AB Frontier, Electronic Commerce, Tata McGraw Hill, New Delhi, 2005.
2. David Whitely, Technologies and Applications, Tata McGraw Hill, New Delhi, 2002
3. Kamalesh K.Bajaj , Debajan, Nag , E- Commerce the cutting edges of Business, Tata McGraw Hill, New Delhi, 2000
4. Joseph P.T, (2015), E - Commerce: An Indian Perspective, Fifth Edition PHI Learning Pvt. Ltd Delhi
5. Kingshuk Mukherjee, (2015), **E-Commerce in India**, Lambert Academic Publishing, Delhi

B.Com (CA) II Year	Skill Based	Max Marks 100
Semester – 3	FUNDAMENTALS OF INTERNET AND	Int: 25 Ext: 75
16BCOMCS32	WEB TECHNOLOGY	2 hrs week
		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on computer networks
2. To defining web server
3. To acquaint them with the VB script.

UNIT I:

Computer Networks – Topologies – Layers – Bridges, Routers, and Gateways – Types of Networks.

UNIT II:

Basics of Internet – Address and Names for the Internet, web objects and sites – e-mail – World Wide Web – File Transfer.

UNIT III:

Web Server – types – internet chat. The Proxy Server – The Virus menace, – Firewalls – Browser types – Data security.

UNIT IV:

Creating a Web-Site – Hyper Text and HTML – Document structuring tags – Special tags, HTML – XML

UNIT V:

Introduction to Search Engines– WAP -WAE, WSP, WTP, WTLS, WDP – WML Architecture – application.

TEXT BOOK:

- 1) Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi,.

REFERENCE BOOKS:

1. Bob Breedloveetal, Web programming Unleashed, Dream Tech Press, New Delhi, 2000.
2. Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2005.
3. Daniel Minoli, Emma Minoli, Web Commerce Technology Handbook, Tata McGraw Hill Publishing Co., Ltd., 1999.
4. Raj Kamal, Internet and Web Technologies, Tata McGraw Hill Publishers, New Delhi, 2002.
5. Paul J.Perry, World Wide Web Secrets, Comdex Computer publishing, New Delhi, 1996.

B.Com (CA) II Year	Skill Based	Max Marks 100
Semester – 3	MS OFFICE LAB	Int: 25 Ext: 75
16BCOMCS33		5 hrs week
		Credits: 5

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentations.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)

9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

BCOM (CA) II Year	VALUE EDUCATION	Max Marks 100
Semester III		Int: 25 Ext: 75
16 BCOMCV31		2 hrs week
		Credits: 2

Objectives:

1. To impart the basic knowledge on cultural heritage of India
2. To inculcate traditional values
3. To make the students inculcate values from Indian Leaders.

UNIT I:

Value: Definition, Meaning, Concept, Types of Values.

Value Education: Its Purpose and significance in the present world.

Value System: The role of culture and civilization.

UNIT II:

Family Values: Components, Structure and responsibilities of family in value formation.

UNIT III

Social Values: Social sense and commitment, students and politics, social awareness and responsibilities, consumer rights and awareness.

UNIT IV

Social problems: Beggary, Child labour, child marriage, child abuse, trafficking, Corruption, sexual harassment, domestic violence, dowry.

UNIT V

Values from Indian Leaders: Sri Ramakrishna Paramahansa, Swami Vivekananda, Anni Besant, Mahatma Gandhi, Pandit Jawaharlal Nehru, Vinobabave, Ambedkar, Kamaraj, EVR.

REFERENCE:

2. Awakening Indians to India, Chinmayananda Mission, 2003
3. M.G.Chitakra: Education an Human Values, A.P..H.Publishing Corporation, New Delhi,2003
4. Mani Jacob (Ed) Resource Book for Value Education, Institute for Value Education, New Delhi 2002.

B.Com(CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	CORPORATE ACCOUNTING - I	6 hrs week
16BCOMCC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

Unit I:

Issue of shares –accounting procedure for issue of equity & preference shares at par and discount and premium – calla in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures.

Unit II:

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

Unit V:

Liquidator's final statement

Text Book:

S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai,2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi,2000.

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COST ACCOUNTING	5 hrs week
16BCOMCC42		Credits: 4

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing

UNIT-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

UNIT II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

UNIT III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

UNIT IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

UNIT V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

TEXT BOOK:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

REFERENCE BOOKS:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ORACLE AND ITS APPLICATION	5 hrs week
16BCOMCC43		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

UNIT I

Data base –Definitions and Examples-Decentralized and centralized storage-database verses traditional file processing- **DBMS concepts- Distributed database roles in the DBMS environments**

UNIT II

Database Architecture- schema- Three schema structures- logical, physical and data independence

UNIT III

Introductions- Oracle & its versions- database Languages and interfaces- Transaction states-commit point, Rollback-concurrency control techniques.

UNIT IV

Locking-techniques and types of Locking-time stamping and multiversions- Data integrity, Database security and authorization-Backup and recovery- Relational model-Domains, Table(relations), Tuples (rows) and attributes-Relationship and their types.

UNIT-V:

Normalization –First, second, third- Denormalization -Triggers- type of triggers- trigger syntax- cursor- cursor operations- cursor position- updating a row and deleting a row.

TEXT BOOK:

1. Alexis Leon & Mathews Leon, (2003), Database Management Systems, Leon Vikas Publishing, Chennai,

REFERENCE BOOKS:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition,.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia,.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, (2011) DatabaseSystem Concepts, McGraw Hill International Edition, 6th Edition.

4.Learning Oracle SQL and PL/SQL: A Simplified Guide

By Rajeeb C. Chatterjee, PHI Learning Pvt. Ltd Delhi 2012

5.DATABASE SYSTEM CONCEPTS, SIXTH EDITION, Abraham Silberschatz , Henry F. Korth , S. Sudarshan The McGraw-Hill Companies , 2011.

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RDBMS LAB - ORACLE	6 hrs week
16BCOMCC44		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

List of Programmes

1. DDL commands in Oracle
2. DML commands in Oracle
3. Logical operators in SQL
4. Aggregate for in SQL
5. Set operates & joins [self, equi , outer , cross] in SQL
6. Oracle functions (date, number, string)
7. Implementing the constraints in SQL
8. Range searching & Pattern matching in SQL
9. Implementing PL/SQL programs to find biggest of 3N
10. PL SQL – Sum of N Numbers.
11. Fibonacci Series
12. Prime & Perfect Numbers
13. Palindrome (both number & string)
14. Finding factorial using procedure & function
15. NCR value, sum of digit procedure & function

B.Com (CA) II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 4	BUSINESS MATHEMATICS	6 hrs week
16BCOMCA41		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the applications of commercial arithmetic

UNIT I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

UNIT II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

UNIT III:

Commercial arithmetic-simple & compound interest - present value-discounting of bills-face value of bills-banker’s discount-banker’s gain-normal due date-legal due date-calculation of period for bankers discount and true discount.

UNIT-IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and subtraction – Multiplication – Properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

UNIT -V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power Function – Derivative of a constant with a Function – Derivative of the sum of Function

TEXT BOOK:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

REFERENCE BOOKS:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (CA) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – 4	GENERAL KNOWLEDGE	2 hrs week
Code:16BCOMCS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

11. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
12. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
13. Sura's year book, Published by Sura College of competition, Chennai.
14. Manorama year book, 2008 onwards
15. General knowledge, Published by Madurai Kamaraj University

B.Com (CA) II	Extension Activities	Max Marks 100 Int:100
Semester- IV	NSS/ RRC/ SPORTS	0 hrs week
16 BCOMCX41		Credit: 1

OBJECTIVES

- To develop the personality of the student through community services.
- To create a meaningful understanding of the interaction of society.
- To acquire leadership qualities and democratic attitude.
- To focus on activities that will Synchronies education in community service.

UNIT I

Introduction to N.S.S – Basic concepts – Profile – Aims – Objectives – Symbol – Motto – Structure – Regular Activities – Special Camping Programme – Adventure Programme – National Days and Celebrations.

UNIT II

Personality Development – Leadership Training – How to build rapport – Need for establishing rapport and Methods of communication. Community Development – Definition, Structure and Composition – Need for Awareness – Development Programme – Need of the Community – Need for the community service – Role of youth in Community Building – Communal Harmony – Literacy – Educational Recreation.

UNIT III

Social issues – Media infiltration – Human Rights – Consumer Awareness, Awareness on HIV/ AIDS / STD – Preventive Measures – Eradications of Child Labour, Child Marriage, Road safety measures – Traffic Rules and Regulations – Signals. First aid – Blood donation and Eye donation – Awareness.

UNIT IV

Right to information Act – Meaning – Procedure – Rules and Regulation – Need – Benefits – Restrictions. Disaster Management – Flood Relief – Earth Quake Relief – Drought Relief

UNIT V

Sustainable Development – Rain water harvesting – Tree plantation and Awareness – Watershed Management – Health and Hygiene – Mental and Physical health – Adoption of village – Family Adoption

REFERENCE:

National Service Scheme manual (Revised) Ministry of Human Resources Development, Government of India.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	HUMAN RESOURCE MANAGEMENT	5 hrs week
16BCOMCC51		Credits: 4

Objectives

4. To understand the meaning and concept of Human resource management.
5. To understand the role of human resource management in real situation.

6. To enlighten on the problems while handling people.

UNIT – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

UNIT – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

UNIT – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

UNIT – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

UNIT – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

TEXT BOOK:

b. Subba Rao, (2014) Personnel Management, Sultan Chand, New Delhi,

Reference Books:

1. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
2. A. Memoria, Personnel Management, Himalaya Publishing House, New Delhi, 2004.
3. A. Monappa and M.S. Saiyadain, Personnel Management, Tata McGraw Hill, New Delhi, 2001.
4. Tripathi & Reddy, Personnel Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	INCOME TAX LAW AND PRACTICE –	5 hrs week
16BCOMCC52	I	Credits: 4

OBJECTIVES:

1. To help the students to gain knowledge of Income Tax Law and Practice.
2. To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
3. To enable the students to understand the exempted incomes

UNIT I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year –
 Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

UNIT II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

UNIT III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

UNIT IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

UNIT V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

TEXT BOOK:

V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

REFERENCE BOOKS:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 5	BUSINESS LAW – I	5 hrs week
16BCOMCC53		Credits: 4

OBJECTIVES:

1. To understand the impact of business law on business
2. To provide the students with the latest development in the field of business law
3. To equip the students with, the application of business law on practical situations.

UNIT I:

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

UNIT II:

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

UNIT III:

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

UNIT IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

UNIT V:

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

TEXT BOOK:

1. N.D. Kapoor,(2014) Mercantile Law, Sultan Chand, New Delhi,

REFERENCE BOOKS:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III	Core	Max Marks 100
Semester – 5	MULTIMEDIA TECHNOLOGY	Int: 25 Ext: 75
16BCOMCC54		5 hrs week
		Credits: 4

OBJECTIVES:

1. To make the students to understand the concept of multimedia.
2. To understand the concept of multimedia techniques.
3. To enrich the knowledge of about multimedia.

UNIT I:

Introduction- Objectives-History of Multimedia-Its market- copyright- Resources for multimedia developers- Types of products-Evolution –Hardware Architecture- software library – drivers.

UNIT II:

Text and Graphics –Elements of text-text data files-using text in multimedia application-hypertext-elements of graphics-images and colors-graphics files and application formats-obtaining images for multimedia use – using graphics in applications.

UNIT III:

Digital Audio and video- Characteristics of sound and digital audio-digital audio systems- MIDI – audio for content -background as video- characteristics of digital video-digital video data sizing- video capture and play back systems- computer animations.

UNIT IV:

Product design and authoring tools-Building blocks-classes of products-content organizational strategic – story boarding-multimedia tool features - categories of authoring tools-selecting the right authoring paradigm.

UNIT V:

Multimedia and internet- internet- client/server technology-communication protocols- internet addressing –internet functions-origin of www- html and web authoring- web page development- multimedia consideration for web pages.

TEXT BOOK:

1. David Hillman, (2008),Multimedia technology and applications, Golgotha Publications 1998.

REFERENCE BOOK:

1. Tay Vaughan,Multimedia making its work , Tata MC GrawHill,1996.
2. Prabhat K.Andleigh, Kiran Thakrar, Multimedia System Design , Prentice Hall,1986.
3. Satraj Khosafian and A.BradBaker, Multimedia and Imaging Databases, Morgan Kanfmann,1966.
4. Multimedia: Making it Work, Seventh Edition by **Tay Vaughan**, McGraw Hill Professional, 2008

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	JAVA LAB	6 hrs week
16BCOMCE51		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint knowledge on constants and data types.
2. To understand in defining a class and accessing class.
3. To acquaint the students with the applets and files.

List of Java programming

- 1) Arrays and flow control statements.
- 2) Runtime Exception and I/O exception.
- 3) Multithreading.
- 4) Layout management.
- 5) GUI Components (Labels, Check box, Menus, Text, etc.,)
- 6) Event handling (Focus Events, Key Events, Paint Events, Text Events, Mouse Events, Windows Events, etc.,)

- 7) Animation and Images.
- 8) Java applet.
- 9) Java files management methods.
- 10) Java streams.

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	MULTIMEDIA LAB	6 hrs week
16BCOMCE52		Credits: 5

OBJECTIVES:

1. To make the students to understand logic of Multimedia.
2. To understand Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programme:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Com (CA) III	ENVIRONMENTAL STUDIES	Max Marks 100 Int: 25 Ext: 75
Semester – V	UNDERSTANDING OUR ENVIRONMENT	2 hrs week
16 BCOMCES51		Credits: 2

Objectives

- To understand that living and non living things are interlinked from micro to macro level as an unbroken chain from sun to soil.
- To understand that the exploitative human activity is polluting the environment locally and globally which needs attention and urgent action?
- To prepare the individual and the society to face and escape from natural and man made disasters with scientific management and societal involvement.

UNIT-I

Earth and its Environment:

Evolution of Earth, Resources: Renewable and Non Renewable Resources. Structure of Earth and its components: Atmosphere, Lithosphere, Hydrosphere and Biosphere .

UNIT –II

Ecology and Ecosystem Concepts

Ecology: Definition .Ecosystem: Definition, structure and function . Energy flow – food chain and food web – one example for an ecosystem.

UNIT III

Biogeochemical cycles – Nitrogen, Carbon, Phosphorous, water

UNIT IV

Pollution and Global Issues

Pollution: Definition, causes, effects and control measures of Air, Water, Soil, Marine, Noise, thermal and nuclear pollution.

UNIT V

Global issues

Acid Rain, Climate change, Ozone Layer Depletion, Global Warming

References:

1. Agarawal, K.C. 2001 Environmental Biology, Nidi Publ. Ltd., Bikaner.
2. Bharucha Rach, The Biodiversity of India, Publishing Pvt., Ltd., Ahemedabad – 380014. India.
3. Brunner R.C., 1989, Hazardous Westel Incineration, McGraw Hill Inc. 480p.
4. Clark R.S., Marine Pollution, Clanderson, McGraw Hill Inc. 480p.

B.Com (CA) III	SKILL BASED	Max Marks 100 Int:25 Ext: 75
Semester – 5	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week
16BCOMCS51		Credits: 2

OBJECTIVES:

1. To give practical knowledge on accounting through computers.
2. To enable the students to understand the Tally
3. To enable the students to prepare the final accounts through the Tally

UNIT I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

UNIT II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

UNIT III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

UNIT IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

UNIT V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

TEXT BOOK:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

REFERENCE BOOK:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	MANAGEMENT ACCOUNTING	5 hrs week
16BCOMCC61		Credits: 4

OBJECTIVES:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

UNIT I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting vs. cost accounting – limitations of management accounting.

UNIT –II

Analysis and interpretation of financial statements - common size statements, comparative statements – Trend analysis. Ratio analysis – meaning – classification ratio – Coverage ratio, Turnover ratio, Financial ratios – Advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

UNIT –III

Cash flow and funds flow statements(simple problems only) – Importance – Steps in Preparation – Managerial uses. Changes in working capital. Preparation of funds from operation – Funds Flow statement.

UNIT –IV

Cost – volume – profit analysis – marginal costing and break – even analysis - application of managerial costing for managerial decision. Marginal costing – Advantages, Disadvantages.

UNIT V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages – Limitation – Standard Costing – Material – Labour – Overhead Variance only.

TEXT BOOK:

1.S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

REFERENCE BOOKS:

- 1.S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2.P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3.Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INDUSTRIAL LAW - II	5 hrs week
16BCOMCC62		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

UNIT I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

UNIT II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

UNIT III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

UNIT IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

UNIT V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

TEXT BOOK:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

REFERENCE BOOKS:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai, 2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INCOME TAX LAW AND PRACTICE - II	5 hrs week
16BCOMCC63		Credits: 4

OBJECTIVES:

1. To enable the students to gain knowledge of the provisions of the income tax law and their application.
2. To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
3. To enable the students to understand the knowledge about CBDT.

UNIT I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

UNIT II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

UNIT III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

UNIT IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

UNIT V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

TEXT BOOK:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

REFERENCE BOOKS:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	OPERATIONS RESEARCH	6 hrs week
16COMCE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

UNIT I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

UNIT II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

UNIT III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

UNIT IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

UNIT V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

TEXT BOOK:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

REFERENCE BOOKS:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (CA)	Elective	Max.Marks 100 Int: 25 Ext: 75
Semester – 6	ADVERTISEMENT AND SALES MANAGEMENT	6 hrs week
16BCOMCE62		Credits: 5

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

UNIT I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

UNIT II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

UNIT III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

UNIT IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

UNIT V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

TEXT BOOK:

1. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

REFERENCE BOOKS:

- 1) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 2) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 3) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	DESK TOP PUBLISHING LAB	6 hrs week
16BCOMCP61		Credits: 5

Objectives:

1. To give practical knowledge on DTP work.
2. To enable the students to understand the DTP
3. To enable the students to do DTP in practical

LAB PROGRAM

1. To design a cover page in present scenario of Market / Industry in Corel draw
2. To design Advertisement in Corel draw
3. To make a Magazine Cover in Corel draw
4. To make a posters In Corel draw
5. To design a text in 3D effects in Corel draw
6. To design a Text and Images in Blur in Corel draw
7. To design a Power Clips in Corel draw
8. To Insert, Trim and Weld Image's in CorelDraw
9. To design cut-outs in Photoshop in Corel draw
10. To Change and Edit a Picture or Photo's in Photoshop
11. To Creating Water Drop on leaf in Photoshop.
13. Applying Layer in Photoshop.
14. Colour Adjustment in Photoshop.
15. Colour separation in Photoshop.
16. To create a Photo collage from photo's in Photoshop.
17. To design a wrapper in Photoshop.
18. Creating and Opening Publications Using 1. Tool Box, 2. Working With Palettes 3. With Text and Graphics.
19. To design a Cash Receipt in PageMaker.
20. To Design a Newspaper Front page in PageMaker.
21. To design a Editorial Page in PageMaker.

B.Com (CA) III	Skill Based	Max Marks 100 Int: 25,Ext: 75
Semester – 6	COMMERCE PRACTICE	2 hrs week
16BCOMCS61		Credits: 2

Objectives:

1. To enable the students to under the commerce practice
2. To enable the students to prepare the various forms in the business firms
3. To enable the students to understand the stock exchange

UNIT - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 14) Account opening form
- 15) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

SYLLABUS FOR B.COM FROM THE ACADEMIC YEAR 2016-2017

B.Com I	Part I – Tamil	Max Marks 100
Semester – 1	tzpff;fbjq;fs;	Int: 25 Ext: 75
16BCOMRL11		6 hrs week
		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhf;fSk; rhpf;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com I	Part-II – English	Max: 100
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Semester – I		Int: 25 Ext: 75
16BCOMRL12	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 7) To expose students to functional aspects of English language.
- 8) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 9) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 4) I have a dream-Martin Luther king

UNIT: II POETRY

- 1.Daffodils -William Wordsworth
- 2.La belle dame sans mercy- John Keats

UNIT: III SHORT STORY

7. Astrologers Day - R.K.Narayan
8. The Necklace -Guy De Maupassant

UNIT: IV GRAMMAR

7. Speaking Skills
8. Reading Skills
9. Writing Skills

UNIT: V COMPOSITION

5. Paragraph writing
6. Letter writing

TEXT PRESCRIBED:

- 14) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2014, Rs.35/.
- 15) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2015, Rs.16/.
- 16) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015, Rs.27/.
- 17) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2015, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/

B.Com I	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	FINANCIAL ACCOUNTING – I	5 hrs week
16BCOMRC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

UNIT I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

UNIT II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

UNIT III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

UNIT IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

UNIT V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

TEXT BOOK:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2003.

REFERENCE BOOKS:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.

B.Com I	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
16BCOMRC12		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

UNIT – I

Management – Meaning, Nature, Level of Management – Schools of Management Thought – F.W. Taylor, Henry Fayol - Administration vs Management.

UNIT –II

Planning – Meaning- Importance – Process of planning – Forecasting – Techniques of Forecasting – Decision making – Importance and process.

UNIT –III

Organization – Meaning – Importance – Principles of Organizations – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control.

UNIT –IV

Staffing – Recruitment, Selection, Training – Direction – Leadership- Importance – Qualities-styles- Communication – Importance types – Barriers to communication - Motivation, Financial and Non Financial.

UNIT V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

TEXT BOOK:

- 1.L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2013.

REFERENCE BOOKS:

1. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.BGupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.

B.Com I	Allied	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	MANAGERIAL ECONOMICS	6 hrs week
16BCOMRA11		Credit: 5

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

UNIT 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

UNIT II:

Demand Analysis – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

UNIT III:

Demand or sales forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

UNIT IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

UNIT V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2013.

Reference Books:

1. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005
2. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai, 2008.
3. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd, New Delhi, 1980.

B.Com I	Non – Major Elective	Max Marks 100 Int:25 Ext:75
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Semester – 1	INTRODUCTION TO ACCOUNTING	2 hrs week
16BCOMRN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2003

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2004.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com I	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	mYtyf Nkyhz;ik	6 hrs week
16BCOMRL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; gukhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyf;jpd; mikg;G Kiwfs; etPd mYtyf;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltb;iffs; gzpNghf;F xg;gil;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;jpl;l; - gzp;f;Nfw;w #o;epiy – gzpia vspjhf;Fjy;.

gFjp 2

mQ;ryf Kiw fbg;Nghf;Ftuj;J kw;Wk; gjpNtLfs gukhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfs cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbt; fl;Lg;ghL – tbtik;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpyl;jy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPl;L Kiwfs; ika;f Nfhg;gPl;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPl;L – Kiw fl;lfuhj;papd; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

B.Com I	Part-II – English	Max: 100
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		Int: 25 Ext: 75
Semester – II	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
16BCOMRL22		Credits: 6

OBJECTIVES:

- 13) To introduce them to a few classics in English poetry
- 14) To develop their writing skills.
- 15) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- | | | |
|-------------------------|---|-------------|
| 1. The quality of mercy | - | Shakespeare |
| 2. Solitary Reaper | - | Wordsworth |

UNIT: III SHORT STORIES

- | | | |
|-----------------------------------|---|----------------|
| 10. Refund | - | Fritz Karinthy |
| 11. How much land does a man need | - | Leo Tolstoy |
| 12. The Gift of Magi | - | O' Henry |

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Com I	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	FINANCIAL ACCOUNTING - II	5 hrs week
16BCOMRC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to account current and Average due date.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- forward method- époque method or backward method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee – Sub lease

Text Book:

1. R.L. Gupta and M.Radhaswamy Advanced Accountancy, Sultan Chand & Sons, 2002.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2004.

B.Com I	Core	Maximum Marks 100 Int: 25 Ext: 75
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Semester – II	COMPANY ORGANISATION	5 hrs week
16BCOMRC22		Credits: 4

OBJECTIVES:

1. To acquire a basic knowledge about company organization.
2. To develop skills so as to apply in the company's various practical situations.
3. To understand the various procedures of company organization.

Unit I:

Company- Definition-Features-Kinds of companies-Company formation- promotion & incorporation-steps and formalities – Memorandum of association – Articles of association

Unit II:

Prospectus – definition – issue – registration – statement in lieu of prospectus – issue of shares and Debentures-various classes-Allotment-calls on shares- Transfer- Transmission of shares-Issue of share certificates and share warrants.

Unit III:

Board of Directors – Managing directors, General Manager-Status-Appointment-Rights-Duties and Liabilities-Secretary and Auditors-Status-Appointment-Termination-Remuneration

Unit IV:

Company meetings – kinds of meetings – issue of notice – agenda – quorum – proxies - motions and resolutions.

Unit V:

Winding up – meaning – kinds – modes – procedure of winding up by the court – voluntary winding up - reasons.

Text Book:

1. N.D. Kapoor, Elements of Mercantile Law, Sultan Chand, New Delhi, 2014.

Reference Book:

1. R.Thirunavukkarasu M.Shanthi, Company Organization- Merit India Publications, Madurai
2. R.S.N. Pillai & V. Bhagavathi, Business law, Sultan Chand, New Delhi, 2000.

B.Com I	Allied	Max Marks 100 Int: 25 Ext: 75
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Semester – II	PRINCIPLES AND PRACTICE OF INSURANCE	6 hrs week
16BCOMRA21		Credits: 5

OBJECTIVES:

1. To familiarize the students with the basic principles and practice of insurance.
2. To expose the students about Life Insurance and General Insurance
3. To enable the students to be familiar with Insurance Business in India

Unit – I

Insurance – Origin – Meaning – Nature – Scope – Types – Elements – Objective – Function – Principles – Contract of Insurance –Essentials – Insurable Interest.

Unit – II

Life Insurance – Nature – annuities – selection of risk – measurement of risk and mortality table – calculation of premium – Treatment of sub – Standard risk – the reserve – investment of funds – surrender value – valuation and surplus. Types of policies – Good Faith, Insurable interest, indemnity, subrogation.

Unit – III

Fire Insurance: nature and uses of fire insurance – Fire insurance contract – kinds of policies – policy conditions – rate fixation in fire insurance. Settlement of claims – under insurance

Unit – IV

Marine insurance: nature of marine insurance contract - marine insurance policies – policy conditions – premium calculations – marine losses – Payment of claims.

Unit – V

Other Insurance : Motor Insurance, Burglary and personal accident insurance. Agriculture insurance – Crop Insurance

Text Book:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2005

Reference Books:

1. M.N.Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 1999.
2. Venkopal Rao, Insurance Law in India, Tata McGraw Hill, New Delhi, 2000.
3. Smith, Marine Insurance, New Book House, Chennai, 1997.

B.Com I	Non – Major Elective	Max Marks 100 Int:25 Ext: 75
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Semester – 2	INTRODUCTION TO COST ACCOUNTING	2 hrs week
16BCOMRN23		Credits: 2

Objectives

To enable the students to understand the costing and cost accounting

To understand the concept and types of cost

To develop skills in different methods of costing

Unit –I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

Unit – II

Material – Material issue procedure – pricing of materials.

Unit – III

Labour – Methods of remunerating labour.

Unit – IV

Overhead – Allocation and apportionment of Over head to cost centers.

Unit – V

Methods of costing – job costing – contract costing

Text book:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

4. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.

5. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004

6. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com II	Core	Max Marks 100
Semester – 3		Int: 25 Ext: 75
16BCOMRC31	PARTNERSHIP ACCOUNTING	6 hrs week
		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic principles of partnership accounts
2. To enable the students to understand the procedure of partnership accounts
3. To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit –I

Partnership – Definition - Provisions relating to partnership accounting - Fixed and fluctuating capitals – Past adjustments – Guarantees – Admission of partners- goodwill – revaluation of assets & liabilities - Sacrificing Ratio

Unit –II

Retirement of partners – transfer of balances due to retired partner - purchase of retiring partners share by the remaining partners - Death of a partner – treatment of joint life policy - Gaining Ratio.

Unit –III

Dissolution of partners – Accounting Treatment

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – individual and firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com II	Core	Max Marks 100
Semester –III	MARKETING MANAGEMENT	Int: 25 Ext: 75
16BCOMRC32		5 hrs week
		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the modern concept of marketing.
- 2) To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
- 3) To familiarize with physical distribution system.

Unit –I

Marketing Management – Definition – Objectives – Functions – Role – Principles.

Unit II:

Market segmentation – bases for segmenting the market – need for segmentation - Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing – Logistics management

Unit V:

Internet marketing – marketing challenges of the liberalized economy – global marketing strategies for Indian firms.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. Philip Kotler, Marketing Management, Sultan chand, New Delhi, 2000
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

B.Com II	Core	Maxi. Marks 100
Semester – III	BANKING THEORY LAW AND PRACTICE	Int: 25 Ext: 75
16BCOMRC33		6 hrs week
		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Negotiation – characteristics – alteration of negotiable instrument – material and immaterial alteration – Cheques – Crossing – Endorsement – Meaning – Definitions – kinds of crossing - Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence.

Unit IV:

Bankers lien – Pledge – Hypothecation – Mortgage – principles of sound lending – advances against goods – document of title of goods – bill of lading – dock warrant o ware house receipts – delivery order – life policies – Fixed Deposit Receipts.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2013.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004

2. Vasant Desai, Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
3. P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.

B.Com II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	BUSINESS STATISTICS	6 hrs week
16BCOMRA31		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com II	Skill Based	Max Marks 100
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		Int: 25 Ext: 75
Semester –III	INTRODUCTION TO COMPUTERS	2 hrs week
16BCOMRS31		Credits: 2

OBJECTIVES:

1. To understand the basic components and function of computer
2. To understand the concept of Windows and Unix
3. To understand the concept hardware and software.

Unit I

Introduction to computers – Basic Components and functioning of the Computers - Evolution of Computers- Types of computers

Unit II

Hard ware of a Personal Computer-storage devices and media – Software Evolution- Concepts of –Files and Directories

Unit III

Operating system- Functions of operating system- Classification of operating system- Microsoft windows & versions.

Unit IV

Overview of UNIX operating system – UNIX files system- Working with files- file permissions- File security and directories- Vi editor.

Unit V

Windows 2000- Windows setup- Adding or Removing windows component- Multimedia- Network- Browsers – Internet Explorer, Mozilla Firefox, Google Chrome.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

5. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
6. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com II	Skill Based	Max Marks 100
Semester – III	COMPUTER APPLICATION IN BUSINESS	Int: 25 Ext:75
16BCOMRS32		2 hrs week
		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on word and excel
2. To defining internet and its uses
3. To acquaint them with the power point and access

Unit I:

Word – introduction – components – creating word document – types of views - creating tables - mail merge

Unit II:

Excel – introduction – components – entering data in excel – creating & working with formula - functions & database in Excel-Chart.

Unit III:

Power point – introduction – types of views – opening & existing presentation – inserting objects.

Unit IV:

MS-Access – introduction – database objects – data types entering & editing records in forms.

Unit V:

Internet – introduction – www – websites – modem receiving & replying E-Mail - internet explorer - Netscape.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com II	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	MS OFFICE LAB	2 hrs week
16BCOMRS33		Credits: 2

Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentation.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	CORPORATE ACCOUNTING – I	6 hrs week
16BCOMRC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

UNIT I

Issue of shares – accounting procedure for issue of equity & preference shares at par and discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares and debentures – Bonus issue of shares.

UNIT – II

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

UNIT – V

Liquidator's final statement

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2004.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	COST ACCOUNTING	5 hrs week
16BCOMRC42		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the costing and cost accounting
- 2) To understand the concept and types of cost
- 3) To develop skills in different methods of costing

Unit-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

Unit III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2008.

Reference Books:

7. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
8. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
9. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2008.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ENTREPRENEURSHIP DEVELOPMENT	6 hrs week
16BCOMRC43		Credits: 4

OBJECTIVES

- 1) To make them to know about the new entrepreneur
- 2) To encourage them to get grants from financial institutions
- 3) Through their project report they can take a new decision making

Unit-I

Entrepreneur - Entrepreneurship – meaning – definition - importance – characteristics – type – qualities - role of entrepreneurs in Economic development.

Unit-II

Factors affecting entrepreneurial growth – economic – social – cultural – personality - psychological and sociological factors – theory of need achievement.

Unit-III

Institutional Finance to entrepreneurs – IFCI – IDBI – SIDBI – EXIM – UTI – LIC - SFC – SIDC – TIIC – commercial Banks.

Unit-IV

Institutional Support to entrepreneurs – District Industries Centre – National Small Industry Corporation limited – Small Industries Development Corporation – SIDO – SIPCOT – National Institute for Entrepreneurship and Small Business Development – National Alliance of Young Entrepreneurs – National Institute of Small Industries Extension Training.

Unit-V

Project Report – meaning – importance - format of report – contents – types - preparation of a project report – institutional arrangements for entrepreneurs.
Submission of project proposal.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr.V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.
3. Saravanavel, Entrepreneurial Development, Himalaya Publication, New Delhi, 2005.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ENVIRONMENT OF BUSINESS	5 hrs week
16BCOMRC44		Credits: 4

Objectives:

- 1) To provide the basic knowledge about the business environment
- 2) To provide a foundation to understand the subjects like business policy.
- 3) To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –micro and macro - Need for environment analysis- Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy1991-Evaluation of New Economic Policy- Privatization – nature – objectives- growth-achievements –failures- Public Sectors in India.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization –Role of MNC’s in Globalization - challenges of globalization to Indian industry.

Text Book:

1.Francis Cherunilam, Business Environment Himalaya Publication Hose, New Delhi, 2008.

Reference Books:

- 1.Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
- 2.Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
- 3.N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2005.

B.Com II	Allied	Max Marks 100
Semester – IV	BUSINESS MATHEMATICS	Int: 25 Ext: 75
16BCOMRA41		6 hrs week
		Credit: 5

OBJECTIVES:

- 1) To enable the students to apply the basic principles and techniques of mathematics
- 2) To enable the students to solve the problems in the field of commerce
- 3) To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

Unit III:

Commercial Arithmetic – Simple & compound Interest – present value – discounting of bills- face value of bills – banker’s discount – banker’s gain – normal due date – legal due date – calculation of period for banker’s discount and true discount.

Unit IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and Subtraction – Multiplication – properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

Unit V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathematics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com II	Skill Based	Max Marks 100 Int:25 Ext:75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
16BCOMRS41		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

16. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
17. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
18. Sura's year book, Published by Sura College of competition, Chennai.
19. Manorama year book, 2008 onwards
20. General knowledge, Published by Madurai Kamaraj University

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	HUMAN RESOURCE MANAGEMENT	5 hrs week
16BCOMRC51		Credits: 4

Objectives

7. To understand the meaning and concept of Human resource management.
8. To understand the role of human resource management in real situation.
9. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

- c. Subba Rao, Personal Management, Sultan Chand, New Delhi, 2005.

Reference Books:

5. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
6. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
7. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
8. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester V	INCOME TAX LAW AND PRACTICE – I	5 hrs week
16BCOMRC52		Credits: 4

OBJECTIVES:

- 1) To help the students to gain knowledge of Income Tax Law and Practice.
- 2) To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
- 3) To enable the students to understand the exempted incomes

Unit I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

Unit IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman's, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	BUSINESS LAW – I	5 hrs week
16BCOMRC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2014.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com III	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – V	AUDITING	5 hrs week
16BCOMRC54		Credits: 4

OBJECTIVES:

- 1) To enable the students to have basic knowledge on the principles and practices of auditing.
- 2) To enable the students to understand Vouching and Verification.
- 3) To enable the students to understand the duties of an auditor.

Unit I

Audit – Definition – Objects – Types - Advantages – Auditing vs Investigation – Qualities of an auditor – Rights and Duties – Company audit – Audit Programme – Audit notes – Audit files – Working papers – Procedure for Audit

UNIT II

Internal control – definition – objectives – internal check – meaning – merits and demerits – auditor duty as regards internal check – internal check Vs internal audit .

Unit III

Vouching – Meaning – Definition – Importance – Duties of an auditor – Vouching of cash transactions and of trading transactions – Verification and valuation of assets and liabilities.

UNIT IV

Company audit – auditor – appointment – removal – qualification – audit report – duties of an auditor report.

Unit V

Liabilities of auditor – Liabilities for negligence – Liabilities misfeasance – Criminal liability – Liability to third party – Legal positions

Text Book:

1. B.N. Tandon, Practical Auditing, Sultan Chand, New Delhi, 2000.

Reference Books:

1. Jagdish Prakash, Auditing : Principles and Practice, Kalyani Publishers, Chennai 2008.
2. Pradeep Kumar, Sachdeva Baldev, Jagwant Singh, Auditing- Theory and Practice, Kalyani Publishers, Chennai ,2008.
3. R.G. Saxena, Principles and Practice of Auditing, Tata McGraw Hill, New Delhi, 1998.

B.Com III	Elective	Maxi. Marks 100 Int: 25 Ext: 75
Semester – V	FINANCIAL MANAGEMENT	6 hrs week
16BCOMRE51		Credits: 5

OBJECTIVES:

- 1) To enable the students to understand the concept of financial management
- 2) To enable the students to understand the various source of finance
- 3) To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: definition meaning –finance function-financial Management: definition & meaning-functions of financial management –objectives of financial management –role of a finance manager –time value of money-Indian financial system

Unit II:

Source of Finance: Long-term source of finance – borrowings from lending institution – short term financing through money market-gilt funds – international source of financial management.

Unit III:

Capital budgeting: meaning & definition- need and significance – kinds - discounted cash flow techniques. Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit IV:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of overall cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis- payback, NPV & IRR.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements – management of cash – determination of optimum cash balance – Inventory Management.

Text Book:

1. S.N. Maheswari, Financial Management- Sultan Chand& Sons, 1998.

Reference Books:

1. Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
2. Financial Management- I. M .Pandey, Vikas Publishing House Pvt ltd, R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	SERVICES MARKETING	6 hrs week
16BCOMRE52		Credits: 5

OBJECTIVES

- 1) To develop their skills in services marketing .
- 2) To know about the emerging marketing strategies
- 3) To adopt the globalizations of services in international marketing.

Unit-I

Services Marketing – concept – definition – nature – characteristics – classification - services – needs – role of services marketing in an economy – obstacles – overcoming the obstacles

Unit-II

Services marketing mix – elements – seven P’s product decisions, pricing strategies, promotion of services, placing of distribution methods / dimensions in services marketing – People, physical evidence and process

Unit-III

Services marketing for the hospitality industry – core tangible and augmentable hospitality products – managing tourism – demand and supply – segmentations in the tourism market – emerging marketing strategies – marketing for hotel products

Unit-IV

Services marketing for professional services – characteristics – Marketing management of consultancy services – Marketing mix for consultancy services, other professional services and considerations

Unit-V

Globalizations of services in international market – challenges to global service marketers – success – typical international services – strategies in launching services in the global marketing – Its implications – globalization and corporate culture – global brand dominance in the service industries

Text Book:

1. Vasanti Venugopal and V.N.Raghu, Services Marketing, Sultan Chand, New Delhi, 2008

Reference Books:

1. P.K.Sinha and S.C.Sahoo, Services Marketing, Tata Mc Graw Hill, New Delhi, 2007
2. Rao, Services Marketing, Himalaya Publishing House, New Delhi, 2005
3. P.N.Reddy, H.R.Appannaiah, S.Anil kumar and Nirmala, Services Marketing

B.Com III	Skill Based	Max Marks 100 Int25 Ext75
Semester – V	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week
16BCOMRS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, 2005.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester VI	MANAGEMENT ACCOUNTING	5 hrs week
16BCOMRC61		Credits: 4

OBJECTIVES:

- 1) To provide on insight into accounting procedures and their applications in complex business management.
- 2) To enable the students to understand management tools and techniques
- 3) To enable the students to understand how these could be used for managerial decision making

Unit I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting Vs. cost accounting – limitations of management accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements, comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget – Budgetary control – advantages - Limitation.

Text Book:

- d. S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2000

Reference Books:

- 1) S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2000.
- 2) P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3) Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	INDUSTRIAL LAW - II	5 hrs week
16BCOMRC62		Credits: 4

OBJECTIVES:

- 1) To learn about the concepts of law relating to industries.
- 2) To enable the students to understand the workman’s compensation act, 1923 and its recent amendments
- 3) To learn about the payment of gratuity act, 1972

Unit I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees’ Sate Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2000.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 1999.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	INCOME TAX LAW AND PRACTICE - II	5 hrs week
16BCOMRC63		Credits: 4

OBJECTIVES:

- 1) To enable the students to gain knowledge of the provisions of the income tax law and their application.
- 2) To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
- 3) To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman’s, New Delhi
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	OPERATIONS RESEARCH	6 hrs week
16BCOMRE61		Credit: 5

OBJECTIVES:

- 1) To understand the concepts and methods of operation research
- 2) To apply operation research techniques in managerial decision making.
- 3) To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com III	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – VI	ADVERTISEMENT AND SALES MANAGEMENT	6 hrs week
16BCOMRE62		Credits: 5

OBJECTIVES:

- 1) To acquaint the students with the concepts of advertising and sales promotion programmers.
- 2) To enable the students to theories of buyer behavior
- 3) To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

2. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 4) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 5) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 6) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	RESEARCH METHODS IN COMMERCE	6 hrs week
16BCOMRE63		Credits: 5

OBJECTIVES

- 1) To know about their truthful information.
- 2) To access their method of data collection.
- 3) Through their study of statistical method and it is used to preparation of project report.

Unit-I

Introduction to Research – meaning – purpose – types of research – surveys – case study.

Unit-II

Planning of Research – process – selection of a problem – formulation – hypotheses – meaning – types – sources – process of setting up of hypothesis – research design – contents of research design

Unit-III

Methods of data collection – Source of data – primary – secondary – methods of collecting primary data – survey method – personal interviewing – telephone interviewing – mail survey – observation methods – experimental method – tools for data collection – construction of schedules and questionnaires – scaling technique – nature of rating scale – ranking scales – construction .

Unit-IV

Sampling Techniques – probability – non-probability sampling technique – sampling design – sample size – sampling and non-sampling errors

Unit-V

Data processing and report writing – editing – coding – tabulation – research report – types of research reports – style of reporting – steps in drafting reports – contents of research report

Text Book:

1. C.R. Kothari, Research Methodology, New Age International (P) Limited, New Delhi, 2005.

Reference Books:

1. R. Panneerselvam, Research Methodology, Hall Of India Pvt Ltd, New Delhi, 2007.
2. Suresh C. Sinha and Anil K. Dhiman, Research Methodology, Ess Ess, New Delhi, 2002.
3. R Elangovan and S Mohan, Research Methodology In Commerce, New Age International (p) Limited, New Delhi, 2007.

Top of Form

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	FINANCIAL MARKETS AND SERVICES	6 hrs week
16BCOMRE64		Credits: 5

OBJECTIVES

- 1) To know about the various financial institutions in world market and services.
- 2) To know about the strength and weakness of money market and capital market.
- 3) To understand the ability of mutual fund operation.

Unit-I

Financial System – Meaning – Functions – concepts – assets – Intermediaries – markets – Financial rate of returns – Instruments – Classification – Capital market – Money market – Development of financial system in India- Weaknesses of Indian Financial system.

Unit-II

Money Market- Definition- Money market Vs Capital Market- Features – Objectives- Characteristics features of a developed money market- Importance of money market- Composition of money market- Call money - Commercial bills - Acceptance - Treasury bill - Discount market- Bill markets in India- Money market Instruments.

Unit-III

Capital Market - New issue – New issue Vs Stock exchange- Functions – Methods of floating new issues – Secondary market – Stock exchanges - Functions – Listing of securities – Registration of stock brokers - Methods of trading in stock exchange.

Unit-IV

Mutual funds – Definition – Importance – Risks – Classification of funds - Close ended funds – Open ended funds – Income funds – Growth funds – Balance funds – Specialized funds – Money market mutual fund – Taxation funds – Organisation of the fund – Net asset value.

Unit-V

Merchant Banking – Meaning – Services of Merchant Banks – SEBI Guidelines – Scope for Merchant Banking in India. Factoring: - Meaning – Functions – Types – Factoring Vs. Discounting – Benefits.

Text Book:

1. Gordon and Natarajan, Financial Market and Services, Kalyani Publishers, Chennai, 2007.

Reference Books:

1. R.M.Srivastava, Management for Indian Financial Institution, Tata McGraw Hill, New Delhi, 2005.
2. P.N.Varshney & D.K.Mittal, Indian Financial System, Sultan Chand, New Delhi, 2005.
3. Meri Khon, Financial Institutions and Markets, Sultan Chand, New Delhi, 2005.

B.Com III	Skill Based	Max Marks 100 Int: 25 Ext75
Semester – VI	COMMERCE PRACTICAL	2 hrs week
16BCOMRS61		Credits: 2

Objectives:

- 1) To enable the students to under the commerce practice
- 2) To enable the students to prepare the various forms in the business firms
- 3) To enable the students to understand the stock exchange

Unit - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 14) Account opening form
- 16) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

SYLLABUS FOR B.A (English) FROM THE ACADEMIC YEAR 2016-2017

B.A. Eng. I	jkpo; jhs;	Max Marks 100
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk Contemporary	Int: 25 Ext: 75
16BAELL11	Poetry & Stories	6 hrs week
		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

- | | | |
|--------------------------------|---|---------------------------------|
| 51. ghujpahH | - | nts;isj;jhkiu |
| 52. ghujpjhrd; | - | ePq;fNsnrhy;Yq;fs; |
| 53. ftpkzpNjrpftpehafk; | - | Gj;jhpd; mKjnkhopfs;(MrpaN[hjp) |
| 54. ehkf;fy; ftpQH ,uhkypq;fk; | - | mtDk; mtSk; tpUk;gpaehL |
| gps;is | | |
| 55. gl;Lf;Nfhl;ilfy;ahzRe;juk; | - | cyfk; cwq;ifapNy |
| ghidfs;...(jpiuapirg; ghly;) | | |
| 56. fz;zjhrd; | - | el;G |
| 57. ngUQ;rpj;jdhH | - | fdpr;rhW (ehl;ilkyHj;jpl |
| eilapLjk;gp) | | |
| 58. Kbaurd; | - | fy;tpg;gad; |
| 59. ehl;Lg;Gwg;ghly; (jhyhl;L) | - | thdhkhkiyehl;Lg; ghly;fs; |
| 60. ehl;Lg;Gwg;ghly; (xg;ghhp) | - | thdhkhkiyehl;Lg; ghly;fs; |

\$W - 2 GJf;ftpjifs; If;\$ ftpjifs;

- | | | |
|--------------------|---|---------------------------|
| 61. e.gpr;r%Hj;jp | - | G+f;fhhp |
| 62. ftpQHkPuh | - | mtruf;fhud; |
| 63. K.Nkj;jh | - | ftpg;ghLk; fpuhkk; |
| 64. rpw;gp | - | jz;lid |
| 65. mg;Jy; uFkhd; | - | ,uz;lhk; tUif |
| 66. rpjk;guehjd; | - | epyk; |
| 67. <NuhLjkpod;gd; | - | rpuha;fs; (kpd;kpdpf;fhL) |
| 68. ituKj;J | - | thdk; rpd;dJjhd; |
| 69. fe;jHtd; | - | fpopry;fs; |
| 70. ,uh. kPdhl;rp | - | Mbf; fhw;Nw |
| 71. A+. GfNoe;jp | - | fUk;gyifapy; vOjhjit |
| 72. Gd;difNrJ | - | khw;wq;fs; |
| 73. v];.ghG | - | fz;zPUld; |
| 74. rz;Kfk; rutzd; | - | Jwtpd; ,irf; Fwpg;G |
| 75. If;\$ ftpjifs; | - | njhFg;G |

\$W - 3 rpWfijfs;

- | | | |
|-----------------------|---|--------------------|
| 21. GJikg;gpj;jd; | - | xUehs; fope;jJ |
| 22. F. mofphprhkp | - | uh[h te;jpUf;fpwhH |
| 23. jp. [hdfpuhkd; | - | rj;jpakh |
| 24. mwpQHmz;zh | - | nrt;thio |
| 25. NrhiyRe;jungUkhs; | - | ,Ug;G |

26. Nkyhz;iknghd;Dr;rhkp - G+
27. nt. ,iwad;G -];jgjp
28. Mz;lsh; gphpajH\pdp - khj;jpiu
29. Fd;wf;Fb fp. rpq;fhutbNty; - jpUkzj;jpy; xUjpUg;gk;
30. itf;fk; KfkJ g\PH - khkuk;
- (kiyahsk; nkhopngaHg;G)

\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs;;ty;nyOj;JkpFk; ,lq;fs;;ty;nyOj;Jkpfh
 ,lq;fs;;nkhopKjy; vOj;Jfs; -nkhop ,WjpvOj;Jfs;;GJf;ftpijapy; gbkk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

- m) 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;
 2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij
 3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M)kuGg; gpioePf;Fjy; - gpwnkhopr;
 nrhw;fisePf;Fjy;;gpiow;wnjhliuNjHe;njLj;jy;;
 xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs;
 NtWghLfSk; nghUj;jkhdngHUs; - nghUj;jkhdnjhLH.

ghl E}y;fs;

3. nra;As; njhFg;G 2. rpWfijfs;
 gy;fiyf; fofntspaPL
 kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

B.A. Eng. I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 hrs week
16BAELL12		Credit: 3

OBJECTIVES

- To expose students to functional aspects of English language.
- To give them proper perspectives of life, by introducing them to the works of eminent men.
- To develop their reading skills through reading short stories.

UNIT: I.PROSE

2. I have a dream -Martin Luther King

UNIT: II.POETRY

3. Daffodils - William Wordsworth
 4. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

3. Astrologers Day - R. K. Narayan
 4. The Necklace - Guy De Maupassant

UNIT: IV .GRAMMAR

4. Speaking Skills
5. Reading Skills
6. Writing Skills

UNIT: V COMPOSITION

3. Paragraph writing
4. Letter writing

TEXT PRESCRIBED:

6. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
7. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
8. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
9. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
10. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester I	THE AGE OF SHAKESPEARE AND MILTON	6 hrs week
16BAELC11		Credits 4

Objectives:

1. To introduce the students to the English renaissance – the greatest flowering of art in English
2. To create an awareness of the trends in poetry, prose & drama.
3. To introduce the students with the techniques in poetry, prose, drama.

Unit I: Prose

Francis Bacon's Essays

- i) Of Parents and Children
- ii) Of Boldness
- iii) Of Studies
- iv) Of Ambition

Unit II: Poetry

William Shakespeare

- Sonnet 18 (Shall I compare thee to a summer's day?)
- Sonnet 37 (As a decrepit father takes delight)
- Sonnet 64 (When I have seen by Time's fell hand defaced)
- Sonnet 116 (Let me not to the marriage of true minds)

Unit III: Poetry

John Milton

- Paradise Lost- Book IX

Unit IV:Drama

Christopher Marlowe

- Dr. Faustus

Unit V: Drama

John Webster - The white devil

Books Recommended:

John Milton: Paradise lost book IX, Macmillan Publishers Delhi yr 2015.

William Shakespeare: Sonnets, Rupa co publications, Chennai yr 2014.

Christopher Marlowe: The Tragical History of Doctor Faustus, Macmillan Chennai yr 2015.

John Webster: The white devil, Macmillan Chennai yr 2015.

F.G. Selby Ed: Selections from Bacon's Essays, The Macmillan Company of India, Chennai yr 2015.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 1	MODERN ENGLISH GRAMMAR AND USAGE	6 hrs week
16BAELC12		Credits 4

OBJECTIVES:

1. To give students proficiency in the basics of English Grammar.
2. To train students in functional grammar.
3. To train students in the correct usage of the English language.

UNIT I

Parts of Speech, Nouns – its classifications – Number, Gender & Case – the functions of noun, Dummy subjects. Pronouns- kinds of Pronouns & their usage. Verbs – Main verbs & Auxiliary verbs, Transitive & Intransitive verbs.

UNIT II

Tenses & their usage, Moods, Concord. Modals, Participles & Gerunds. Conjunctions. Linkers – Lexical Linkers & Logical Linkers.

UNIT III

Adjectives – kinds of Adjectives & their usage. Determiners. Adverbs – kinds of Adverbs & their usage.

Sentence Structures, Kinds of Sentence – Declarative, Imperative. Interrogative & Exclamatory sentences.

UNIT IV

Transformation of Sentences – Active & Passive voices, Direct & Indirect speeches, Degrees of Comparison.

UNIT V

Transformation of Sentences- Simple, Compound, Complex. Phrasal verbs. The use of prepositions, Question tags, Remedial English

BOOKS RECOMMENDED:

1. J.C. Nesfield; English Grammar, Composition & Usages (Revised & Adopted by N.K. Aggarwala & F.T.Wood) New Edition, Macmillan, Chennai Yr.2015. Rs.99.75.
2. P. Titus; Remedial English, New Century Book House (P) ltd, Chennai yr 2014.Rs.75/-
3. Nigel D. Turton; ABC of (common Grammatical Errors, Macmillan, Delhi yr 2015 Rs.225/-
4. A.E. Augustine, K.V. Jospheh; Macmillan Grammar: A Hand Book, Macmillan India Ltd, Chennai yr 2015.

B.A.(Eng.) I	Allied Subject	Max Marks 100
Semester 2	SOCIAL HISTORY OF ENGLAND	Int 25 Ext 75
16BAELA21		4 hrs week
		Credits 5

OBJECTIVES:

1. To introduce the students to the culture and society of England
2. To expose the students to understand the social impact in English literature.
3. To acquaint the students with the social events that contributed to the growth of literature.

UNIT I

Renaissance, Reformation, Dissolution of Monasteries

UNIT II

Civil war, Restoration, Age of Queen Anne

UNIT III

Industrial Revolution, Agrarian Revolution, Humanitarian Movement

UNIT IV

Scientific and Industrial Changes, Chartist Movement, Trade Unionism

UNIT V

Fabian society, Impact of the two World Wars, Britain's role in the Gulf war.

BOOKS RECOMMENDED:

1. Traveyan ; English Social History, Orient Longman, Mumbai yr 2015.
2. P.Thailambal ; Social History of England, Ennes Publications, Udumalpet yr 2015.
3. V.D.Maharajan ; England Since 1485,S.Chand & Co, New Delhi yr 2015
4. Dr.A.Shanmugakani : An Introduction to The Social History of England, Vasans PublicationsHouse, Madurai yr 2014.

B.A.(Eng.) I	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 1	COMMUNICATIVE ENGLISH- I	2 hrs week
16BELN11		Credits 2

Objectives:

1. To develop the Communication Skills
2. To improve the Writing, Speaking and Reference skills of the students
3. To train the students to attain proficiency in the language skills

Unit I

Writing Skill

Recruitment correspondence
Letters to Editors & Personal Letters
Note-taking & Note-making

Unit II

Speaking Skill- I

Making enquires-at a counter, on the telephone
Speaking in different capacities at a meeting or gathering-summing up discussions
Formal greeting

Unit III

Speaking skill-II

Introducing people (guests & acquaintances)
Proposing vote of thanks
Announcing at variety entertainment programmes, sports meet, etc.

Unit IV

Reference Skills

Using dictionary, Encyclopedia, Thesaurus

Unit V

Dialogue making and Oral Communication

Books Recommended:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London yr 2015.
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2014.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi yr 2015.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi yr 2015.

5. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.

B..A. Eng. I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	6 hrs week
16BAELL21		Credits: 3

. \$W - 1 gf;jp ,yf;fpak;

- | | | |
|----------------------|---|-----------------------------|
| 25. jpUQhdrk;ge;jH | - | Njthuk; 5 ghly;fs; |
| 26. jpUehTf;furH | - | Njthuk; 5 ghly;fs; |
| 27. khzpf;fthrfH | - | jpUthrfk; 4 ghly;fs; |
| 28. jpU%yH | - | jpUke;jpuk; 4ghly;fs; |
| 29. nghpaho;thh; | - | jpUnkhop 6 ghly;fs; |
| 30. Mz;lsh; | - | jpUg;ghit 6 ghly;fs; |
| 31. ek;kho;thH | - | jpUtha;nkhop 5 ghly;fs; |
| 32. ,uhkypq;fts;syhH | - | jpUtUl;gh (Kjy;) 2 ghly;fs; |
| 33. mgpuhkpql;LH | - | mgpuhkpme;jhj 2 ghly;fs; |
| 34. rptthf;fpaH | - | 5 ghly;fs; |
| 35. gl;bdj;jhH | - | 5 ghly;fs; |
| 36. gj;jpufphpaH | - | 5 fz;zpfs; |

\$W - 2 rpw;wpyf;fpak;

13. kPdhl;rpmk;ikgps;isj; jkpo;
14. jkpo;tpLJ}J
15. Kf;\$lw;gs;S
16. ee;jpf;fyk;gfk;
17. fypfj;Jg;guzp
18. jpUFw;whyf; FwtQ;rp

\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

7. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
8. rpw;wpyf;fpatuyhW
9. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

5. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;

kJiu-21

6. Njly;(Gjpdk;)

MrpphaH - nghd;dPyd; epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id– 98

B..A. Eng. I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION;	6 hrs week
16BAELL22		Credits: 3

OBJECTIVES:

- 16) To introduce them to a few classics in English poetry
- 17) To develop their writing skills.
- 18) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

13. Refund - Fritz Karinthy
14. How much land does a man need - Leo Tolstoy
15. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 2	THE AGE OF DRYDEN AND POPE	6 hrs week
16BAELC21		Credit s:4

OBJECTIVES:

1. To enable students to get a deep perception and understanding of the Restoration Age and its literature.
2. To inculcate in students an analytical, critical & sensitive approach to Restoration Literature
3. To create in the students an awareness of the trends in poetry, prose, and drama in Restoration Literature

UNIT I

PROSE

- Addison & Steele
- Sir Roger at Home,
 - Of the Club
 - Death of Sir Roger

UNIT II

PROSE

- John Dryden
- An essay of Dramatic Poesy

UNIT - III

POETRY

- John Dryden
- A Song for St Cecilia's Day
- John Donne
- A Valediction: forbidding mourning

UNIT IV

POETRY

- Pope
- Epistle to Dr.Arbutnot

UNIT V

DRAMA

- Oliver Goldsmith
- She Stoops to Conquer

BOOKS RECOMMENDED:

1. Alexander Pope : The Rape of the lock Macmillan, Delhi yr 2015.
2. Joseph Addison and Steele: The Spectator, Emerald pub, Chennai yr 2014.
3. Oliver Goldsmith : She Stoops to Conquer, Emerald pub, Chennai yr 2014.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester-II	THE AGE OF WORDSWORTH	6 hrs week
16BAELC22		Credits 4

OBJECTIVES:

1. To enable students to understand and appreciate the aesthetic, cultural and literary aspects of Literature.
2. To acquaint the learners with the characteristics features of Romantic Poetry, Prose, Drama and Fiction.
3. To enable the students to have a comprehensive idea of Romantic Age.

UNIT I

PROSE

Charles Lamb -- Dream Children, Dissertation upon Roasted Pig

UNIT II

PROSE

William Hazlitt -- On Going a Journey

UNIT III

POETRY

William Wordsworth -- Ode on Intimations of Immortality
John Keats -- Ode on a Grecian Urn
Shelly -- Ode to a Skylark

UNIT IV

POETRY

Coleridge -- Kubla khan
Robert Burns -- The Red Red Rose
Thomas Gray -- Elegy written in the Country Churchyard

UNIT V

FICTION

Jane Austen -- Emma

BOOKS RECOMMENDED:

1. K.G.Seshadri: Selected Essays of Charles Lamb. Macmillan, Chennai yr 2015.
2. Jane Austen: Emma, Macmillan, Chennai yr 2014.

B.A.(Eng.) I	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 1I	LITERARY FORMS	6 hrs week
16BAELA21		Credits 4

OBJECTIVE:

1. To provide an understanding of the different genres.
2. To highlight the different subdivisions of each genre.
3. To enable learners to acquire adequate knowledge in the techniques of different genres.

UNIT I

POETRY

What is poetry?

Genres in Poetry: Lyric, Ode, Sonnet, Elegy, Epic, Mock epic, Ballad, Satire

UNIT II

DRAMA

Tragedy, Comedy, Tragic- Comedy, Masque, One act play, Chorus, Soliloquy, Melodrama, Aside, Absurd Drama, Farce.

UNIT III

FICTION

Historical Novels, Epistolary Novel, Psychological Novels, Domestic Novels, Regional Novels, Picaresque Novels, Stream of Consciousness Novels, Science Fiction.

UNIT IV

ESSAY

Aphoristic Essay, Personal Essay, Periodical Essay, Twentieth century essays

UNIT V

FIGURES OF SPEECH

Simile, Metaphor, Fable, Parable, Allegory, Personification, Metonymy, Synecdoche, Transferred Epithet, Euphemism, Climax, Anticlimax, Rhetorical Question, Hyperbole, Exclamation, Antithesis, Alliteration, Onomatopoeia.

BOOKS RECOMMENDED:

1. Rees R.J, English Literature: An introduction for Foreign Readers, Macmillan, New Delhi yr 2015.
2. Prasad B.A, Background to the study of English Literature, Macmillan, Chennai yr 2014.

3. W.H. Hudson, - An Introduction to the study of Literature, B.I. Publications, Chennai yr 2013.
4. K.R. Ramachandran Nair, Literary Forms, Emerald Publishers, Chennai yr 2014.

B.A.(Eng.) I	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester II	COMMUNICATIVE ENGLISH-II	2 hrs week
16BELN21		Credits 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the writing, speaking and reference skills of the students
3. To train the students to attain proficiency in the language skills

UNIT I

WRITING SKILLS-I

Diary
 Essay
 Enquires, orders
 Complaints & Replies

UNIT II

WRITING SKILLS-II

Summary
 E-mail& Fax
 Mechanics of Writing: Spelling Rules

UNIT III

SPEAKING SKILLS

Accepting & refusing politely, disagreeing politely
 Courtesy in personal communication

UNIT IV

Interviews
 Reporting

UNIT V

Public Speeches – Welcome Address & Vote of Thanks

BOOKS RECOMMENDED:

1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London yr. 2015.

- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2014.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi yr 2015.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi yr 2015.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.

B.A.(Eng)-II	jkpo; jhs;	Max Marks 100
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	Int: 25 Ext: 75
16BSCCSL31		6 hrs week
		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

7. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
8. kzpNkfiy -Japy; vOg;gpafhij
9. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
3. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; -
fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98

\$W - 4 jkpo; ,yf;fzk; - mzp>gh tiffs;

15. ctikazp
16. cUtfmzp
17. gpwpJnkhopjy; mzp
18. jw;Fwpg;Ngw;wmzp
19. caHTetpw;rpmzp
20. pNyilmzp

21. tQ;rg; Gfo;r;rpmzp

\$W - 5 jkpo; ,yf;fpatuyhW

1. fhg;gpa ,yf;fpatuyhW
2. ehlf ,yf;fptuyhW

B.A.(Eng)-II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – III	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
16BAELL32		Credits: 3

OBJECTIVES:

10. To introduce the functional grammar to the students.
11. To expose creative writing to the students.
12. To enhance students' communication skills.

UNIT: I PROSE

- 7) University days – James Thurber
- 8) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 7) Night of the scorpion-Nissim Ezekiel
- 8) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 7) Karma-Kushwant Singh
- 8) Two gentle men of Verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct and Indirect Speech, Conjunction, Adverb, Adjectives

UNIT: V COMPOSITION

Note making, Essay Writing, Describe a Place, Person and Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 13) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 14) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.

- 15) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 16) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester III	FICTION	6 hrs week
16BAELC31		Credits: 4

Objectives:

1. To provide an understanding of the genre – Fiction.
2. To inculcate a critical, aesthetic and sensitive approach of various novelists.
3. To acquaint the learners with the characteristic features of novel.

Unit I

Charles Dickens - Great Expectations

Unit II

George Eliot - Silas Marner

Unit III

Thomas Hardy - Far from the Madding Crowd

Unit IV

Jonathan Swift - Gulliver's Travels (I, II)

Unit V

H.G. Wells - The Invisible Man

Books Recommended:

1. Charles Dickens : Great Expectations, Macmillan , Chennai yr 2015.
2. Thomas hardy : Far From the Madding Crowd , Rupa co publications, Chennai yr 2014.
3. George Eliot : Silas Marner ,Lakshmi Narain Agarwal, Agra yr 2014.
4. Jonathan Swift : Gulliver's Travels ,Rohan Book Company ,Delhi yr 2015.
5. H.G.Wells : The Invisible Man, Emerald Publishers, Chennai yr 2013.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester III	THE AGE OF TENNYSON	6 hrs week
16BAELC32		Credits: 4

Objectives:

1. To foster a deep perception and understanding of the Victorian Age and the literature of the age.
2. To familiarize students with the different genres of Victorian literature
3. To inculcate a critical, aesthetic and sensitive approach of Victorian literature.

Unit I

Prose

The Idea Of A University -Newman

Unit II

Poetry

Lord Tennyson -- Tithonus
 Robert Browning -- My last Duchess
 Mathew Arnold -- Dover Beach

Unit III

Poetry

D.G.Rossetti -- The Blessed Damozel
 Elizabeth Barret Browning—A song for the Ragged schools of London

Unit IV

Drama

Oscar Wilde -- The Importance of Being Earnest

Unit V

Fiction

Charlotte Bronte -- Jane Eyre

Books Recommended:

1. Ed Dr.Satchidhanandham : Six English Poets, Macmillan, Madurai yr. 2014.
2. John Ruskin: Sesame and Lilies, K.N.Khandelwal Pub, Agra yr 2015.
3. Oscar Wilde: The Importance of Being Earnest, Lakshmi Narain Agarwal, Agra yr 2014.
4. Charlotte Bronte: Jane Eyre, Macmillan, Delhi yr 2015.

B.A.(Eng.)-II	Allied Subject	Max Marks 100
Semester III	HISTORY OF ENGLISH	Int 25 Ext 75
16BAELA31	LITERATURE	4 hrs week
		Credit: 5

OBJECTIVES:

1. To expose the students with the background of English literature.
2. To acquaint students to the chronological development of English literature.
3. To enable students to understand the English thought, culture and history reflected in the study of English literature

UNIT I

Age of Chaucer - From Chaucer to Tottel's Miscellany

UNIT II

Age of Shakespeare -- Verse, Drama

UNIT III

Age of Milton -- Other poets and writers
Age of Dryden -- Verse, Prose & Drama
Age of Pope -- Verse, Prose & Drama
Age of Johnson -- General Prose, Novel, Verse

UNIT IV

Age of Wordsworth -- The Older Poets, The Younger Poets, General Prose, Novel
Age of Tennyson -- Verse, General Prose, Novel

UNIT V

Age of Hardy, Present Age

BOOKS RECOMMENDED:

1. Hudson: An Outline History of English Literature, B.I. Publications, Madras yr 2015.
2. K.R. Ramachandran Nair : The History of English Literature, Emerald Publishers, Chennai yr 2014.
3. Dr. A. Shanmugakani : A History of English Literature, Vasans Publications, Madurai yr 2014.

B.A.(Eng)-II	Skill Based	Max Marks 100 Int 25 Ext 75
Semester III	COMMUNICATION SKILLS – I	2 hrs week
16BAELS31		Credits: 2

Objectives:

1. To develop the communication skills
2. To acquaint the students with the modes of communication.
3. To promote the oral communication of the students.

Unit I

Languages and communication
Non-verbal communication

Unit II

Communication in organizations
Dyadic communication

Unit III

Meetings
Seminars and conferences

Unit IV

Group discussions

Audio Visual Aids

Unit V

Format Reports, Style

Books Recommended:

1. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.
2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2013.

B.A.(Eng.)- II	jkpo; jhs;	Max Marks 100
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	Int: 25 Ext: 75
16BAELL41		6 hrs week
		Credits: 3

\$W : 1 gj;Jg;ghl;L neLey;thilKOtJk; vl;Lj;njhif ew;wpiz
FWe;njhif lq;FWE}W fypj;njhif mfehD}W GwehD}W

\$W : 2 mw ,yf;fpak;
jpUf;Fws;
ehybahH

\$W : 3 ciueil (fl;Liu; njhFg;G

\$W : 4 ,yf;fzk;

nghUs; :

mfg;nghUs;

mfj;jpizfs;

Gwg;nghUs;

Gwj;jpizfs;

\$W : 5 ,yf;fpatuyhW

vl;Lj;njhif

gj;Jg;ghl;L

mw ,yf;fpa

B.A.(Eng.)- II	Part-II – English	Max Marks 100
Semester – IV	NOVEL AND ENGLISH FOR	Int: 25 Ext: 75
16BAELL42	COMPETITIVE EXAMINATION	6 hrs week
		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 4	INDIAN WRITING IN ENGLISH	6 hrs week
16BAELC41		Credits: 4

Objectives:

1. To introduce the students to Indian writers in English.
2. To facilitate learning of English through native literature.
3. To expose the students with the themes and techniques of Indian writers.

Unit I

Prose

Rabindranath Tagore -The Home Coming

Unit II

Poetry

Sarojini Naidu	-Indian Weavers
Nissim Ezekiel	-Enterprise
K.N.Daruwella	-Death of a Bird
Kamala Das	-My Grandmother's House
A.K. Ramanujan	- River Vaigai

Unit III**Drama**

Girish Karnad	-Tughlaq
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Unit IV**Drama**

Manjula Padmanabhan - Harvest

Unit V**Fiction**

Mulkraj Anand	-Two Leaves and a bud
Nayantara shagal	-Storm in Chandigarh

Short Stories

Shashi Deshpande	-“Why a Robin?”
Arun Joshi	- “The only American from our village”

Books Recommended:

1. C.N.Srinath, Ed, Indian Verse in English, Macmillan, Chennai yr 2014.
2. Naik M.K. & Panekar, Mokeshi.S: Perspectives on Indian Drama in English, OUP yr 2015.
3. Uma Parameswaran: A study of Representative Indo-English Novelists, Vikas, Delhi yr 2015.
4. B.K.Das : Modern Indian English Poetry. Prakash BookDepot, Bareilly yr 2015.
5. S.P. Appasamy & C.D Govinda Rao : Indian Prose, Macmillan, Chennai yr 2014.
6. Girish Karnad: Tughlaq, Macmillan, Chennai yr 2015.
7. Padmanabhan, Manjula, Harvest, London, Aurora Metro Press, 2014.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester IV	PHONETICS AND SPOKEN ENGLISH	6 hrs week
16BAELC42		Credits: 4

Objectives:

1. To familiarize students with the English speech sounds and to develop correct pronunciation of the language.
2. To introduce the students with the phonetic transcription.
3. To improve the writing and spoken skills of students.

Unit I

Air stream mechanism
The Organs of speech
The description of speech sounds

Unit II

The Sounds of English: Vowels, Consonants

Unit III

Stress, Accent, Rhythm, Assimilation and Intonation

Unit IV

Phonetic Transcription: Conversation passages for practice

Unit V

Spoken English – In various situations in which dialogues take place

Books Recommended:

1. J.D.O. Connor; Better English Pronunciation, Cambridge University Press, Cambridge yr 2015.
2. Balasubramanian; A TextBook of English Phonetics, Macmillan, Chennai yr 2015.
3. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi 2014.
4. G. Radha Krishna Pillai and k. Rajeevan: Spoken English for You, Emerald Publishers, Chennai yr 2015.

B.A.(Eng.)-II	Allied Subject	Max Marks 100
Semester IV	INTRODUCTION TO	Int 25 Ext 75
16BAELA41	LITERARY CRITICISM	4 hrs week
		Credits: 5

Objectives:

1. To introduce the concept of Criticism to the students.
2. To help students develop a Critical perspective.
3. To familiarize students with the important critical movements in English literary criticism.

Unit I

Aristotle-poetics (Aristotlian Dramatic Theory: Art, Imitation, Hamartia, Catharsis)

Plato-The Republic (Book-X)

Unit II

Matthew Arnold- Study of Poetry

Unit III

T.S.Eliot- Tradition and Individual Talent

Unit IV

I.A. Richards- Practical Criticism

Unit V

Wilber Scott- Five Approaches to Literary Criticism

Books Recommended:

- 1) Bisjadhish Prasad, An Introduction to English Criticism, Macmillan, Madras yr 2015.
- 2) B.B.Jain :Function of Criticism at the Present Time, Lakshmi Narain Agarwal ,Agra yr 2014.
- 3) Wilbur Scott: Five Approaches of Literary Criticism, Collier Macmillan Publications, Delhi yr 2015.
- 4) David Daiches: Critical Approches to Literature, Orient Longman, Kolkatta yr 2015.
- 5) S. Ramasamy & V.S. Sethuraman: The English Critical Tradition: An Anthology of Literary Criticism: VI &II. Macmillan Publications, Chennai yr 2015.

B.A.(Eng.)-II	Skill Based Subject	Max Marks 100 Int 25 Ext 75
Semester – IV	General Knowledge	2 hrs week
16BAELS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – Topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, Newton’s law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

- a. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai yr 2015.
- b. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute Chennai yr 2014.
- c. Sura's Year Book, Published by Sura College of Competition, Chennai yr 2015.
- d. Manorama Year Book, 2015.
- e. General Knowledge, Published by Madurai Kamaraj University Chennai yr 2014.

Journals & Magazines:

- f. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi yr 2014.
- g. Chronicle – Publisher Chronicle Publication Noida- 201 301 (U.P.) Editor- N.N. Ojha, New Delhi yr 2015.
- h. Competition Affairs, Chandigarh -160 019, Editor -Balvinder Singh New Delhi yr 2015.

B.A.(Eng.) - III	PART-IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester V	PRESENTATION SKILLS	2 hrs week
16BAELS42		Credits 2

OBJECTIVES:

1. To acquaint the students with the presentation skills.
2. To train the students to use visual aids.
3. To help the students to skills.

UNIT I

Powerful presentation

1. Meaning of Presentation
2. Merits & Demerits

UNIT II

How to create, develop and maintain interest among audience through presentation?

UNIT III

Using visual aids

1. OHP
2. LCD

UNIT IV

Types and methods of presentation

UNIT V

Dealing with difficult situations

BOOKS RECOMMENDED:

1. Roz Townsend; Presentation skills for the upwardly mobile-A Guide for Young Executives, Emerald, Chennai yr 2014.
2. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.
3. M.C. Common: Presenting with Power: Captivate, Motivate, Inspire and Persuade, Macmillan, New Delhi yr 2014.

B.A.(Eng.)-III	PART-III- Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	SHAKESPEARE	5 hrs week
16BAELC51		Credits: 4

Objective:

1. To foster a deep perception and understanding of Shakespeare
2. To enable the students to have a comprehensive idea of Shakespeare
3. To acquaint the students with the themes and techniques in Shakespeare's play's

Unit I

Macbeth

Unit II

As You Like It

Unit III

The Winter's Tale

Unit IV

Henry IV – Part I

Unit V

The Elizabethan Theatre and Audience, Fools in Shakespeare, Women in Shakespeare, supernatural elements in Shakespeare.

Books Recommended:

1. G.B. Harrison: Introducing Shakespeare; Penguin Books Limited, New York yr 2014.
2. Irving Ribner: William Shakespeare: Life, Times and Themes, Wiley Eastern Ltd., New Delhi yr 2013.
3. A.C. Bradley: Shakespearean Tragedy, OUP yr 2015.

4. William Shakespeare: Macbeth, Macmillan, New Delhi yr 2015.
5. William Shakespeare: As You Like It, Macmillan, New Delhi yr 2014.
6. William Shakespeare: The Winter's Tale, Macmillan, New Delhi yr 2014.
7. William Shakespeare: Henry IV, Part I, Macmillan, New Delhi yr 2013.

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	NEW LITERATURES IN ENGLISH	5 hrs week
16BAELC52		Credits: 4

Objectives:

1. To introduce the students the Background culture & Society of Commonwealth.
2. To acquaint the students with the issues of countries that contributed to the growth of Common wealth Literature.
3. To expose the students with the trends, themes and techniques of eminent writers.

UNIT I

PROSE:

- Nirad c.Chaudhri - The Eternal Silence of these infinite crowds
 Chinua Achebe - The Novelist as a teacher

UNIT II

POETRY:

- Peter Porter - Your Attention, Please
 David Diop - Africa
 Kirpal Singh - A visitor to Singapore
 Maya Angelo - Touched by an Angel
 Longston Hughes - I Too

UNIT III

DRAMA:

- Wole Soyinka - The Lion and The Jewel

UNIT IV

FICTION:

- Chinua Achebe - Things Fall Apart

UNIT V

FICTION:

- Chettan Bhagat - Three Mistakes Of My Life

BOOKS RECOMMENDED:

- 1) Ed. C.D .Narasimhaiah: An Anthology of Commonwealth Poetry; Macmillan, Chennai yr 2015.
- 2) Chinua Achebe: Things Fall Apart; Surjeet Publishers, Delhi yr 2014.
- 3) Chetan Bhagat :Three Mistakes of my life; Picador Publications, NewDelhi yr 2014.
- 4) Ed. R.K. Murthy: Ambition-An Anthology of Modern Commonwealth Prose, Commonwealth Publication, Chennai yr 2014.

B.A.(Eng.)-III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	AMERICAN LITERATURE	5 hrs week
16BAELC53		Credits: 4

Objectives:

1. To enable students to gain a perspective of the relative value of American literature in the context of English literature
2. To understand the uniqueness of the American writing.
3. To understand the contribution of American writers to the world literature.

Unit – I Prose

Emerson - Self Reliance

Unit II Poetry

Robert Frost - Stopping by woods on a snowy evening
Walt Whitman - When Lilacs Last in the DoorYard Bloom'd

Unit III Poetry

Sylvia Plath - Lady Lazarus
E.A. Poe - The Raven
Emily Dickinson - Because I could not stop for Death

Unit IV Drama

Tennessee Williams - A Street Car Named Desire
Eugene O' Neill - The Hairy Ape

Unit V Fiction

Alice Walker - The Colour Purple

Books Recommended:

1. N.S. Prathan, Modern American Drama, Arnold Heinemann: New Delhi yr 2014.
2. Ed. Egbert S. Oliver American Literature: An Anthology, (Vol I & II), Eurasia publishing House; New Delhi yr 2015.
3. Ed Richard Ellman The New Oxford Book of American Verse,. By, New York; Oxford University Press yr 2015.

B.A.(Eng.) - III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester V	ENGLISH FOR COMPETITIVE EXAMINATIONS	6 hrs week
16BAELE51		Credits: 5

Objectives:

1. To improve the skills of the students and to enable them to do well in the competitive examinations.
2. To acquaint the students with the knowledge of correct usage of grammar.
3. To improve the oral communication through exposing them to various situations.

Unit I

Basics of English, Errors and how to avoid them, Spotting errors

Unit II

Sentence Completion
Reconstructing Passages
How to Write a Precise?

Unit III

Reading comprehension, Composition, Letter Writing

Unit IV

Report Writing
Spellings
Vocabulary

Unit V

Some Notions, Conventional and Idiomatic Expressions
Phrasal Verbs
Spoken English

Books Recommended:

1. R.P. Bhatnagar and Rajul Bharhava :English for Competitive Examinations ; Macmillan, Delhi yr 2015 .
2. D. Turton Nigel: ABC of Common Grammatical Errors, Macmillan, Delhi yr 2014.
3. G. Radhakrishna Pillai: English for Success. (A Guide to ensure success in competitive examinations), Emerald Publishers, Chennai yr 2015.
4. Saraswathi.V. and K.Mudbhtkal Maya: English for Competitive Examination, Emerald Publishers, Chennai yr 2014.

B.A.(Eng.) III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester V	STUDYING NOVELS	6 hrs week
16BAELE52		Credits 5

Objectives:

1. To help students segment and classify different aspects of a Novel
2. To enable students to recognize themes and techniques.
3. To train them in writing critiques of novels

UNIT I

Authors

1. Jane Austen
2. Walter Scott
3. Thomas Hardy
4. Virginia Woolf
5. Charles Dickens

UNIT II

Characters

UNIT III

Setting

UNIT IV

Plot, Story and Themes.

UNIT V

Techniques- style

BOOK RECOMMENDED:

1. Richard Gill: Mastering English Literature; Macmillan, Delhi yr 2015.

B.A.(Eng.)- III	PART-IV - Skill Based	Max Marks 100 Int 25 Ext 75
Semester V	TEACHING OF ENGLISH	5 hrs week
16BAELS51		Credits 4

OBJECTIVES:

- 1) To improve the creativity of the students.
- 2) To enhance the critical views of students through appreciation of poetry.
- 3) To develop the writing skills.

UNIT I

Principles of Language Teaching

- 1) Aims of Teaching English
- 2) Principles of Language Learning and Teaching

UNIT II

Approaches to Teaching

- 1) **Different Approaches to Teaching**

UNIT III

Teaching Methodology

- 1) Teaching of prose and poetry,
- 2) Teaching of Fiction and Drama
- 3) Teaching of Grammar and composition

UNIT IV

Teaching Aids

- 1) **Instructional Aids**
- 2) **Study Aids**
- 3) **Computer assisted instructions**

UNIT V

Practice Teaching

- 1).**Classroom Teaching**

BOOKS RECOMMENDED:

2. V.R. Narayansamy; Strengthen Your Teaching, (3rd Edition) Orient Longman, Hyderabad yr 2015.
3. Dr. Krishnasamy and T. Sri Raman English for Creative Communication, Macmillan, Chennai yr 2014.

B.A.(Eng.)- III	PART- IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester V	JOB SEEKING SKILLS	2 hrs week
16BAELS52		Credits 2

OBJECTIVE:

1. To acquaint the students with the knowledge of job seeking.
2. To train the students to strengthen their job seeking skills.
3. To expose the students with the importance of job seeking.

UNIT I

Getting started
Changing the way we see ourselves

UNIT II

Where you are now?
Job seeking the easy way.

UNIT III

Resumes and referees
Fixing a job

UNIT IV

Applying for the job
The interview

UNIT V

Successful or unsuccessful
The work place

BOOKS RECOMMENDED:

- 1) Annee Lawrence, the Jobseekers Hand Book, Emerald Publishers, Chennai yr 2014.
- 2) Krishna Mohan and Meera Banerji: Developing Communications Skills, Macmillan, New Delhi 2015.

- 3) G.Thenmozhi and P. Krishna Santhana Selvi: Career Guidance, New Century Book House, Chennai yr 2014.

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	JOURNALISM AND MASS COMMUNICATION	5 hrs week
16BAELC61		Credits 4

OBJECTIVES:

1. To expose students to the growth and development of journalism.
2. To enable them to understand the process of communication and theories of mass communication, art of writing and editing
3. To acquaint the students with the art of writing and editing.

UNIT I

Communication Process – Methods of communication – Problems in communication – Theories of mass communication

UNIT II

Introduction – Definition – Nature and scope of journalism – A short history of journalism – Journalism and its types – Tabloid, Yellow, Investigative, House Journals – Magazine Genres.

UNIT III

Role of the press – Freedom of the press – Ethics in journalism – Press laws in India

UNIT IV

Print Media – Newspapers – News Collecting – News – Crimes – Sports – Human interest stories – Role of News Agencies-Radio and Television as mass media

UNIT V

Reporting and Editing – Different kinds of reporting in media – Tools & techniques of editing – Proof reading-Internet-Film Appreciation-Advertisements-Photo Journalism

BOOKS RECOMMENDED:

1. Keval J. Kumar, Mass Communication in India, Jaico Publishing House, Mumbai yr 2015.
2. N.C. Pant, Modern Journalism; Principles and Practice, Kanishka Publishers Distributers, New Delhi yr 2014.

3. Rangaswamy Parthasarathy: Basic Journalism, Macmillan, Delhi, Ahuja, B.N. & S.S.Chhabra, A Concise Course in Reporting for Newspaper, Magazine, Radio & T.V. Surjeet Publications, New Delhi yr 2015.
4. B.N. Ahuja, History of Indian Press, Surjeet Publications, New Delhi yr 2014.

B.A.(Eng) - III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	WOMEN STUDIES	6 hrs week
16BAELC62		Credits 4

OBJECTIVES:

1. To introduce students to the literary contribution by outstanding women writers.
2. To acquaint the students with the themes and techniques in women's writings.
3. To initiate discussion on important issues connected with women's writings.

UNIT I

Prose

- | | | |
|----------------------|---|---------------------------------|
| Shirley Geok-Lin Lim | - | Why Do I Write? |
| Virginia Woolf | - | A Room of One's Own (Chapter 1) |
| Shashi Deshpande | - | Telling Our Own Stories |

UNIT II

Poetry

- | | | |
|------------------|---|--------------------------|
| Toru Dutt | - | Lotus |
| Sylvia Plath | - | Mirror |
| Judith Wright | - | Woman to Man |
| Sarojini Naidu | - | Palanquine Bearers |
| Gwendolyn Brooks | - | The Life of Lincoln West |

UNIT III

Drama

- | | | |
|--------------------|---|---------------------|
| Lorraine Hansberry | - | A Raisin in the Sun |
|--------------------|---|---------------------|

UNIT IV

Fiction

- | | | |
|---------------|---|--------------|
| Jumpha Lahari | - | The Namesake |
|---------------|---|--------------|

UNIT V

Fiction

- | | | |
|--------------------|---|--|
| Bharathi Mukherjee | - | Jasmine |
| Short Stories | | |
| Alice Munro | - | "The Photographer" (extract from Lives of Women and Girls) |
| Margaret Lawrence | - | "The Man from Mars" |

BOOKS RECOMMENDED:

1. Ed. June Wedgwood Benn; The Woman's View, Routledge and Kegan Paul, London yr 2014.
2. P.M. Nayak, Feminism & Indian English Fiction, Prakash Book Depot, Bareilly yr 2015.
3. Lorraine Hansberry: A Raisin in the Sun, Vintage Books, New York yr 2014.
4. Ed. C.D. Narasimmaiah : An Anthology of Commonwealth Poetry, Macmillan, Chennai yr 2014.
5. Shashi Deshpande: That Long Silence, Penguin Press, New Delhi yr 2014.
6. Bharathi Mukherjee: Wife, Penguin Press, New Delhi yr 2015.

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	WORLD CLASSICS AND LITERATURE IN	6 hrs week
16BAELC63	TRANSLATION	Credits 4

OBJECTIVES:

1. To familiarize students with the World Classics in English Translation.
2. To familiarize students with the contribution of Religion in English Translation.
3. To acquaint the students with the themes and techniques in Regional Literature.

UNIT I - Prose

Iliad	-A shield of Achilles
J.B. Priestly	-In Praise of Normal Woman

UNIT II – Poetry

Thiruvalluvar	- Thirukkural (Wisdom 1-10)
The Bhagavad Gita	-The Blessed Lord's Song (chapter-3, 4, 12)
The Bible	-Sermon on the Mount (5,6,7)
The Kuran	- Surah (Part-IV)

UNIT III - Drama

Gordon Daviot	-Remember Caesar
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UNIT IV - Short Stories

Lakshmi Kannan	-Muniyakka
Ambai	-Wrestling
Leo Tolstoy	-God Sees the Truth but Waits

UNIT V – Fiction

Veeramamuniver – Story of paramarthaguru

BOOKS RECOMMENDED:

1. S. Kanagaraj and Samuel Kirubakar. The Anatomy of Translation. Bassnet, Susan Mcguire and Harish Trivedi yr 2014.
2. Post – Colonial Translation; Theory and Practice. London: Routledge, yr 2015.
3. Note: Student can choose poems, prose and short stories of their choice yr 2014.

4. Teacher concerned can show some models of translated works yr 2015.

B.A.(Eng.)- III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	TWENTIETH CENTURY LITERATURE	5 hrs week
16BAELE61		Credits 5

OBJECTIVES:

1. To introduce students to various Post – Modern Literatures.
2. To enable students to understand the current development in the post – colonial period.
3. To expose the students with the various themes of the African, Singaporean, Nigerian and Australian literature.

UNIT I:

Prose

T.S. Eliot - Function of Criticism

UNIT II:

Poetry

Robert Frost - Mending Wall
W.B. Yeats - A Prayer for My Daughter
Philip Larkin - Church going
Ted Hughes - The Thought – Fox

UNIT III:

Drama

Henrik Ibsen - A Doll's House
George Bernard Shaw - Arms and the Man

UNIT IV:

Short Stories

Guy de Maupassant - Useless Beauty
Kushwant Singh - Mr. Kanjoos and the Great Miracle

UNIT V:

Fiction

Margaret Laurence - The Stone Angel

BOOKS RECOMMENDED:

1. Thomas, CT: Twentieth Century Verse, An Anglo – American Anthology, Macmillan; Chennai yr 2014.
2. Narasimhaiah, C.D: An Anthology of Common Wealth Poetry, Macmillan; Chennai yr 2014.
3. Ed.Dr. Satchidhanandham: Six English Poets, Macmillan, Madurai yr 2015.

4. Ashok Magadevan: Classic Short stories, Nectar Prints, Mumbai yr 2015.
5. Ed. Enright and Chickera De Ernest: English Critical Texts- 16th century to 20th century, Oxford University Press, Kolkatta yr 2014.

B.A.(Eng.)- III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	FUNDAMENTALS OF	5 hrs week
16BAELE62	COMPARATIVE LITERATURE	Credits 5

OBJECTIVES:

1. To enable students to have an understanding of literatures of the world
2. To orient them towards understanding of different cultures.
3. To train them in the logic and principles of comparison.

UNIT I

Introduction to comparative Literature

UNIT II

Principles of comparative Literature

UNIT III

Oriental and occidental Literature – comparative study

UNIT IV

Aesthetics – Eastern and Western

UNIT V

Project – A Comparative study of a Short Story or a Poem Each from a Language of student's choice and English

BOOK RECOMMENDED:

1. Susan Bassnett: Comparative Literature ,A critical Introduction; Oxford Blackwell yr 2015.
2. Dr.Kanagaraj & Dr.Samuvelkirubbakar Oxford Blackwell yr 2014.
3. Kalaidhasan Oxford Blackwell yr 2013.

B.A.(Eng.)III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	FILM APPRECIATION	5 hrs week
16BAELE63		Credits 5

OBJECTIVES:

1. To enable the students to attain proficiency in communication
2. To expose the students to various presentation skills
3. To familiarize them with the skills of listening and speaking

UNIT I

An Introduction about Film Appreciation

UNIT II

Reading the Visual and Visualizing the Text

UNIT III

Cinema and Aesthetics.

UNIT IV

Cinema: Religion and Politics.

UNIT V

A Classic Film Is a Critique of the Medium

BOOK RECOMMENDED:

1. T.M. Farhathullah: Film appreciation for Undergraduates, RBA Publications, Chennai.

B.A.(Eng.) - III	PART-IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester VI	TRANSLATION: THEORY & PRATICE	2 hrs week
16BAELS61		Credits 2

OBJECTIVES:

1. To introduce the concept of translation to the students.
2. To expose them with the principles and problems of translation.
3. To help them acquire a working knowledge in that field.

UNIT I

Basic Principles of translation

UNIT II

Problem of equivalence

UNIT III

Problem of translating Poetry

UNIT IV

Problem of translating prose

UNIT V

Translation Practice- Translate 10 Set of Proverbs, Translate Words, Technical Words and Official terms

BOOK RECOMMENDED:

1. Susan Bassnett: Translation Studies Third Edition; Routledge, London yr 2015.
2. P.K. Kalyani: Translation Studies, Creative Books, NewDelhi. yr 2014.
3. Translatology – Dr.Kanagaraj yr 2015.

PGDC	BASICS OF COUNSELLING	Max Marks 100
Code: 16PGDC01		3 hours

Objectives:

- To provide students with a view of Counseling within a wider context.
- To develop the students competence as Counselors with a wide range of clients.
- To develop their ability to act in a professional counselor role.

Unit – I

Introduction – Definition, Meaning, Scope, Basic Principles and Theories. Counselling Process, Responses EISPU – Difference between advice and counselling

Unit – II

The Counselling Format – The Scheme of History Taking Procedure – Counselling Report - Types of Reports – Verbatim – Summary - Narrative – Genogram – Mental Status Examination – Case Presentation – Counsellors Code of Ethics.

Unit – III

Counselling Approaches – Directive - Non – Directive and Eclectic Counselling – Psycho dynamic, Carl roger’s self theory, Gestalt theory, Behaviorist learning theory, Development Counselling, reality therapy, Rational – emotive counselling; counselling techniques.

Unit – IV

Counselling stages – Ist phase – IInd Phase – IIIrd Phase -Skills practices / peer Counselling - Treatment techniques

Unit – V

Psychological Testing- introduction and application of 16PF, Self esteem, transactional analysis- Log model, Jerald’s Eagan’s model and rapport, Reading Reaction Report (RRR)
 -Co-Counselling Assertiveness Training-Decision Making-CRAVE Analysis
 –Force field Analysis .

References:

PrachanthamDr. B.J., Indian case studies in Therapeutic Counselling, Vellore, Christian Counselling Centre

Antony John. D, OFM, Cap, Principles and Practice of Counselling, Anugraha Publications, Nochiodaipatti.

Antony John. D, OFM, Cap, Dynamics of Counselling, Microshell model, TA & NLP Technique, Anugraha Publications, Nochiodaipatti.

Indian Journal of Psychological Counselling – Association for Psychological Counselling - CCC Vellore

Philip Burnard (1999) , Counselling skills Training,(A Source book of Activities)

PGDC	BASICS IN PSYCHOTHERAPY AND BEHAVIOUR MODIFICATION	Max Marks 100
Code: 16PGDC02		3 hours

Objectives:

- To make the students to understand about the psycho therapies
- To enable the students to understand the importance behavior modification in the process of treatment.

Unit – I:

Human behaviour – basic concepts relating to a understanding of human behaviour. Psychotherapy- Definition, Objectives, Scope of psychotherapy and Distinguish counselling and psychotherapy. Basic psychoanalytical theories Homev. Sullivian.Alder, Erikson

Unit – II:

Types of psychotherapy –Adlarin psychotherapy Analytical psychotherapy, Transactional analysis.

Unit – III:

Client centered therapy Rational emotive behaviour therapy, Gestalt therapy, Reality Therapies, Cognitive Behaviour Therapy, and Neuro Linguistic Programme.

Unit – IV:

Dynamics of groups process- Theory of group interaction –how to use interaction process to make people change and have insight into their own problems – Role of Group therapies.

Unit –V:

Behaviour Therapy- Learning Theories- Classical conditioning, Operant conditioning-social learning Theory-Behavioral analysis –Behavioral Modification techniques.

References:

Antony John D (1997) - “Psychotherapies in counselling” Nochiodaipatty, Anugraha publications

Antony John D (2008) - “Principles and practices in counselling” Nochiodaipatty, Anugraha publications

Chrwanowski Gerald (1977) -“Interpersonal Approach to Psychoanalysis” New York Garner press Inc.

Teranee Wilson C. And O. Leary K. Daniel (1980)- “principles of Behaviour Therapy” New Jersey, pretrice Hall Inc.

Vimala (1995) “Textbook of Psychotherapy” New York sterling publishers Pvt. Ltd.

PGDC	INTRODUCTION TO MARITAL AND FAMILY COUNSELLING	Max Marks 100
Code: 16PGDC03		3 hours

Objectives:

- To help students understand the importance of Marital and Family Counseling.
- To provide knowledge on the meaning, methods, theories and principles of Marital and Family Counseling.
- To strengthen the skills required to practice as a Counselor in this field.

UNIT I

Family and marital counseling-Meaning, definition, need, objectives, process and principles and its Application

UNIT II

Marriage – concept and importance of marriage, process involved in marriage, myths relating to marital life, changing patterns in marriage, nature of marital problems, role of sex in marriage – pre marital counseling and post -marital counseling , Process in Marital Counseling and role of marital counselor.

UNIT III

Family: concept and functions, Family types, Family as a system, the family life-cycle, family communication, understanding the dysfunctional family System, Life cycle tasks of the functional and Dysfunctional Family system, Family myths, process in family counseling, role of family counselor.

UNIT IV

Theoretical orientation on family counseling- Family Systems Counselling of Murray Bowen - Structural Family Counseling –Cognitive Behavior Family Counseling – psychoanalytic family counselling conjoint family counselling.

UNIT V

Treatment Modalities – Family Sculpting – Family Reconstruction – Multiple family therapy – Narrative Therapy with families and family psycho education and psycho drama.

References:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling Publications
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2005) Self Psychology Counselling, , Anugraha Publications, Nochiodaipatti.
4. Aylmer, R.C. (1986) Bowen Family Systems Marital Therapy in Jacobson, N.S.- (Eds.) Clinical Hand Book of Marital Therapy. New York: The Guildford Press.

PGDC	COUNSELLING IN DIFFERENT SETTING	Max Marks 100
Code: 16PGDC04		3 hours

Objectives:

- To enable the students to understand the scope and importance of counselling in different settings.
- To facilitate the trainees in identifying the suitable techniques of counselling applicable to different fields
- To Strengthen the skills required to practice as a counselor in different settings

Unit I Counselling in Health Setting;

Scope and need for counselling in medical setting- communicable, non- communicable diseases, Concept of Patient as a Person – sick role – illness behavior –Psychiatric setting- mental illness –psychosis, neurosis and others –hospitalization of patient – Impact on Family – Need and method for the involvement of family in treatment process.

Unit II Counselling in Industrial Setting;

Industrial Counselling, Individual needs Vs organizational needs, Counselling related to chronic absenteeism, accidents, alcoholics, alcoholism, stress, burnout- coping strategies. Performance counseling (Eigen's model), Retirement Counseling

Unit III Counselling in Educational Settings:

Need for educational counseling - stages of development (Prenatal to Adolescent) General Characteristics – Physical, psychological, social development – Sexual relationship, Developmental crisis; Role of Teachers and parents Problems of Adolescent like addiction, infatuation , learning disability, low scholastic Performance, career counseling.

Unit IV counselling in correctional setting

Juvenile delinquency, street children, delinquent behavior. Role of counselors in dealing with juvenile delinquents

Unit V Counselling in Crisis Situation:

Psychiatric Emergencies – Suicidal Counselling – Grief Counselling – Rape – Post Traumatic Stress disorder – Accidents. Major illness – AIDS, Cancer.

References:

- Dorroh, Thelma lee (1974), Between Patient and health worker, Megraw hill, Newyork.
- Banker. L.M.(1969) – A hand book of Mid wifery for Nurses in India
- Aggarwal I.C. 8th ed (1985), Educational Vocational Guidance and Counselling, DOABA, House
- Shashi Prabha sharma Kambhar, Carrer guidance and counselling Principles and Techniques, problem disabilities – New Delhi

Meerut Kochchar.S.K. (2006) "Education & Vocational Guidance in Secondary Schools"
New Delhi, Sterling publishers

PGDC	COUNSELLING Skills Lab	Max Marks 100
Code: 16PGDC05		3 hours

Objectives:

- **To enrich the students to gain knowledge about Counselling**
- **To bring out their inner potentials and strengthen the personal qualities as a Counsellor**
- **To give practical exposure in order to strengthen empathy building activities and coping with feelings**

**MASTER OF SOCIAL WORK –
2017-2018**

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS	6 hrs week
17MSWC11		Credit: 4

Objectives

- To orient the students on the basic concepts related to professional social work
- To make the students to appreciate the professional values and ethics of social work
- To orient the students to Know about the various social problems and policy measures taken to address it

UNIT-I

Understanding Social Welfare, Social Work, Social Policy, Social Security, Social Development, Social Policy. Evolution of Social Welfare in U.K. U.S.A. and in India. Approaches and Models in Social Welfare and Social Work practice Professionalization of Social Work Practice.

UNIT- II

Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions.

UNIT – III

Social problem - Concept, Causes, Characteristics and Theories - Social Pathology, Social Labeling, Social Deviance, Social Disorganization.

UNIT- IV

Major Social Problems - Poverty, Unemployment, Commercial Sex Work, Beggary, Substance Abuse, Delinquency, HIV/AIDS, Problems of the people with disabilities, Racial prejudice and Regional Disparity, Social Work and legislative Interventions to combat social problems.

UNIT – V

Fields of Social Work - Community, Family, Health, School, Industry. International and National Associations for Social Work Education and Social Work Practice. Objectives and activities of IASSW, ISPSW, APASWE, NASW, IFSW, ASSWI. Problems and Challenges of Social Work Education in India. Role of Social Workers in Different Settings.

REFERENCES:

1. Mishra,P.D & Mishra, Beena (2010), Social Work Profession In India, Lucknow, New Royal Book & co
2. Segal,A, Elizabeth, Gerdes, E., Karen, Steines, Sue, (2010), Professional Social Work, New Delhi,Rawat Publications.
3. Ahuja, Ram, (2014), Social Problems in India, New Delhi Rawat Publications
4. Sardar,N.K. (2010), Social Work-Intervention methods and Strategies, Delhi, NAVYUG publishers and distributors.
5. Gautham, P.R, Singh.R.S.(2011), Social Work -Methods, Practice & Perspective, New Delhi ,Centrum Press,
6. Bhattacharya, Sanjay, (2012), Social Work and Integrated approach, New Delhi Deep & Deep publications

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 1	UNDERSTANDING THE SOCIETY	6 hrs week
17MSWC12		Credit: 4

Objectives

- To make the students to understand the basic concepts and theories about society
- To enable the students to understand the contributions of different sociological thinkers
- To orient the students about the changes that is happening in the society

UNIT. I

Introduction to Social Sciences and its relevance to Professional Social Work. Concept of Society- Meaning, types and characteristics. Man as a Social Being. Community- Rural Urban and Tribal Communities. Social Organisations - Meaning and Forms. Concept of Associations - Difference between Society, Community and Association

UNIT. II

Introduction to Sociological Theories: August Comte, Spencer, Weber, Durkheim, Simmel, Karl Marx. Indian Social thinkers - Gandhi, Vivekananda, Ambedkar, Narayana Guru, and E.V.Ramasamy, Deendayal Upadhyaya. Relevance of these theories to Social Work.

UNIT. III

Concept of Culture. Culture and Society. Culture and Personality. Cultural Lag. Cultural assimilation. Civilization - Customs, Mores, Folkways. Socialization - Meaning, Agencies and Functions. Social Control - Meaning and agents - its effect on individual and society Social Processes –Associative Processes-Co-operation, Accommodation, and Assimilation. Dissociative Processes –Competition and Conflict,

UNIT. IV

Social Stratification - Meaning and Theories. Caste, Class and Race. Changing pattern of caste system in India. Social Mobility - Concept and factors for social mobility - Types of social mobility. Social Institutions - Marriage, Family, Religion - Meaning Types, and Functions and Changing Patterns - their Influence on individual. Social Inclusion & Exclusion.

UNIT. V

Social Change – Meaning, Theories, Causes and consequences. Social change in India. Group Behaviour - Social Groups- Primary groups, Secondary groups, Reference groups. Group dynamics - Crowd, Audience, Public Opinion, Propaganda and Group Morale.

REFERENCES:

1. Rao.S (2015), Sociology: principles of sociology with an introduction to sociological thought – S.Chand &co, Chennai
2. Bandra.B (2014), Sociology of Childhood and Youth: Reading in Indian sociology -Sage, New Delhi
3. Modi.I (2014), Pioneers of Sociology in India: Reading in Indian Sociology. Sage,-New Delhi
4. Ramasamy .P (2013) General and Medical Sociology. New Millennium-
5. Merton.R.K.(1968) Social Theory and Social Structure, New York, Free Press
6. Harry. M. Johns, (1993), Sociology – A Systematic Introduction, Chennai, Allied

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	DYNAMICS OF HUMAN BEHAVIOUR	6 hrs week
17MSWC13		Credit: 4

Objectives

- To provide an orientation about the human growth and development.
- To make the students to understand the features of various life phases
- To develop the psychological testing skills of the students

UNIT.I:

Psychology–Introduction, Definition- Meaning – Basic concepts of Psychology – Application and fields of Psychology, Social Psychology – Schools-Perspectives of Psychology,

UNIT.II:

Human Growth and Development: Meaning-stage- development tasks – Theories of Human Development-Role of Hereditary and Environment

UNIT.III:

Definition- Meaning-Theories and types: Learning-Learning disabilities-learning difficulties-Memory-forgetting-Motivation-Maslow’s Theory-Defense Mechanism.

UNIT.IV:

Theories of Human Development- Human Intelligence- Meaning, Types, Multiple types of Intelligence-Intelligence Quotient (IQ)-Emotional Quotient(EQ)-Personality: definition-theories-personality disorder.

UNIT.V:

Introduction-Mental Health, Mental Disability, Symptoms and treatment-types of counselling, Psychological testing-Relevance of psychology in Social Work practice

REFERENCES:

1. Silverthorn (2012) Human Psychology: An integrated Approach, PHI, New Delhi
2. [Ewan Ingleby](#)(2010). Applied Psychology for Social Work, Sage Pub
3. Elizabeth Hurlock, (2001), Developmental Psychology: A Life-Span Approach, McGraw-Hill Companies, New Delhi
4. M.S.Bhatia 2010.CBS Publishers & Distributors Pvt, Ltd, New Delhi, Chennai- Short text book of Psychiatry V edition
5. Henry E.G.(2009) General Psychology,Eurasia pub house
6. Robert S.Feldman(2009), Understanding psychology, Tata McGraw-Hill,
7. [Ewan Ingleby](#)(2010). Applied Psychology for Social Work, Sage Pub
8. DevidH.BarlowV.Mark Durand 2008, Thomson, wadsworth, Abnormal Psychology
9. Jaypee Brothers 2005, Diagnostic and Statistical Manual of Mental Disorders DSM – IV – TR, Medical Publishers (P) Ltd

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – I	SOCIAL CASE WORK	6 hrs week
17MSWC14		Credit: 4

OBJECTIVES:

- To help the students understand the concepts, principles, process of social case work and its applications.
- To develop the competence of students to practice Social Case Work.

UNIT-I:

Social case work - Concept, definition, meaning, objectives and history. Dynamics of human behaviour and its application to social case work. Basic components of social case work - Problem, Person, Place, Principle & Process. History of Social Case Work in India and Abroad.

UNIT- II:

Principles of Social Case Work Process – Intake, Study (Case History Collection), Diagnosis (Prognosis), Treatment, follow up and termination. After care, Understanding change and change process.

UNIT- III:

Models of Social case work- Social diagnostic (Richmond), Supportive (Hamilton), Problem Solving (Perlman), Crisis Intervention (Rappaport) and Competence Based (Elleen Gabriel). Approaches to Social Case Work.

UNIT - IV.

Tools of helping- listening, the art of probing, conditions promoting therapeutic relationship: unconditional positive regard, genuineness and empathy, managing reluctant and resistant clients, resources mobilization, home visits and collateral contact. Transference & Counter-Transference.

UNIT V:

Application of Social work in different settings: family, educational, medical, Correctional and Industry. Recording-importance, types: narrative, process, verbatim and summary.

Supervision- need and importance in the practice of Social Case Work.

Case study and case presentation will be considered as assignment and seminar for Continuous Internal evaluation (Brain Budgukal 2008)

REFERENCES:

1. Pearlman Helen (2011), Social Case Work, New Delhi, Rawat Publications
2. Aptaker, Herbert. (1982), Dynamics of Case Work and Counseling, Boston, Mifflin Pub.
3. Mathew, Grace, (1993), An Introduction to Social Case Work, Bombay, TISS.
4. Upadhyay, P.K. (2003), Social Case Work, New Delhi, Rawat Publications.

MSW I	ELECTIVE	Max Marks 100 Int: 25 Ext: 75
Semester – I	FIELD WORK PRACTICUM	6 hrs week
17MSWC15		Credit: 4

Objectives:

- To expose the students to the realities and thereby strengthen their social sensitivity.
- To familiarize them with the organizations working among the vulnerable/disadvantaged groups.

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – II	SOCIAL GROUP WORK	6 hrs week
17MSWC21		Credit: 4

Objectives:

- To help the students understand the concepts, principles, process of Social Group Work and its applications.
- To develop the competence of students to practice Social Group Work.

Unit – I

Introduction to Social Group Work: Definition, Objectives of Social Group work, the group and personality Development Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

Unit – II

Dynamics of group Process: Process of group formation structure and demotion of the Pattern and Process of group interaction: group clinic, group diagnosis, leadership, Use of Socio metrics & Socio matrix, Socio drama, psychodrama, Models of Group Work

Unit – III

Principles of Social group Work: Principles of planned group formation – specific objectives-purposeful worker group relationship – continuous individualization – guided group interaction – democratic group self-Determination – Flexible functional organization - Progressive programme experience.

Unit - IV

Group work Process: Intake – Study – diagnosis goal setting, treatment and Evaluation. Principles of Programme Planning. Programme Laboratory and its Relevance: Games, Singing and dance, arts and crafts, dramatics and role play, storytelling, Puppetry, Group discussion and exposure.

Unit – V

Role of Group worker- enabler, helper, supporter, therapist, resource utilization and evaluation. Skills of the social group worker.

Application of Social Group Work in different settings-Industry, Hospital, Family, educational, correctional. Preparation of group work records – guidelines for writing records – Focused Group discussion and report presentation will be considered as assignment and seminar for Continuous Internal evaluation (FGD-Mary Goodyear)

REFERENCES

1. Karin Crawford, Marie Price & Bob Price (2014). Group work Practice for Social Workers. SAGE Publications Ltd.
2. Trevor Lindsay, Sue Orton (2014) Group work Practice in Social Work, Third Edition, SAGE Publications Ltd.
3. [P.D. Misra](#) and Bina Misra (2008). Social Group Work: Theory and Practice
4. [Charles D. Garvin](#), [Lorraine M. Gutiérrez](#), and [Maeda J. Galinsky](#) (2006). Handbook of Social Work with Groups. Guilford Press.

MSW I	CORE	Max Marks 100
Semester – II	SOCIAL WELFARE ADMINISTRATION &	Int: 25 Ext: 75
17MSWC22	LEGISLATION	6 hrs week
		Credit: 4

Objectives:

- To make the students to understand various social policies and social welfare administration
- To throw more light on various legal aspects, acts which are applicable in the field.

UNIT.I

Definition and Scope of Social Policy and Social Welfare Administration. Administrative arrangements and constitutional base for Social Welfare / Policy in India. Functional areas of Ministries (Central and State), Boards (Central Social Welfare Board) and other National Institutions.

UNIT.II

Policy issues related to Nutrition and Food Security, Education, Health, Women and Children, Backward Classes, Senior Citizens, Unorganized sector workers. Project administration. Project Identification, Planning, Appraisal, Implementation Monitoring and evaluation. Guidelines to prepare project proposals

UNIT.III

Procedure for Registration of Human Service Organizations under Societies Registration Act, Trust Act.Memorandum of Association.Constitution and Bye - laws.Functions of Governing Board.Provisions in Income Tax Act.Overview of administrative process.POSDCORB.Planning, Organizing, Staffing, Directing, Controlling, Reporting and budgeting.

Unit-IV

Family Courts Act1984, Protection of Women from Domestic Violence Act, 2005, Dowry Prohibition Act, 1961, Person with Disabilities Act 1995, Prohibition of Child Marriage Act,2006. Compulsory Registration of Marriage Act, 2007,Pre-conception and Prenatal Diagnostic Techniques (Prohibition of Sex Selection) Act, 1994, Sexual Harassment at Work Place,(Prevention, Prohibition and Redressal) Act 2013, POSCO Act 2012.

Unit-V

Right to Information Act 2005,The Maintenance and Welfare of Parents and Senior Citizens Act, 2007, The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act 1989,

Right of Children to free education and compulsory Education Act 2009, Consumer Protection Act of 1986. Public Interest Litigation in India: Growth, issues to be raised in PIL, Legal Services Authority Act 1987

REFERENCE BOOKS:

1. Gautam et al, (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
2. Goel, S.L., (2013), Social Welfare Administration, Deep & Deep, New Delhi
3. Gangrade,K.D.(2011), Social Legislations in India, Concept Publishing, Bhatiya&Dingh (2009), Social Policy In India, New Royal Book Company, Lucknow.
4. Sachdev, (2012), Social Welfare Administration in India, Kitab Mahal, N.D.
5. Bose.A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.
6. Chowdhry, Paul, (1993), Hand Book on Social Welfare in India, Delhi, Atmaram

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester –II 17MSWC23	COMMUNITY ORGANISATION	6 hrs week Credit: 4

7. Suresh Murugan(2016) , Social problem and Social legislation, E book

OBJECTIVES

- To help students understand community organization as a method of social work.
- To enable them understand the methodology of organizing the community.
- To help them develop an understanding about the application of community organization in different conditions.

UNIT I

Definition of community, characteristics and types of community (functional and geographical). Differences between rural and urban community. Importance of understanding the Community Leadership and the Power structure in the community.

UNIT II

Community Organisation – Definition, Objectives, Assumptions, and Principles. Community organization as a method of social work. Approaches in community organization – Neighbourhood Development Model, System Change Model & Structural Change Model.

UNIT III

Jack Rothmans Model- Locality Development, Social Planning and Social Action .Community organization and Community development.

Phases /Steps in community organization- study, analysis, Assessment, DecisionMaking, Planning, Action and modification. Classification of methods /Tools (Arthur Dunham). Importance of Conflict Resolution Methods. Skills of a Community Organizer.

UNIT IV

Social Action: Definition, Principles, assumptions , Elements, Forms and strategies. Advocacy and Lobbying. Contributions of Gandhi, Saul Alinsky, Medha Patkar, Niradhar Panda , Jyotiba Phule, Paulo Freire

UNIT V

Role of community organiser, Application of community organization method in issues related to Natural Resource Management, Public Health, Child Rights, Food Security, Civil Conflicts and Disaster Management.

REFERENCES

1. Patil ,Asha Ramagonda,(2013), Community Organization and Development: An Indian Perspective , PHI Learning
2. Christopher, & Thomas ,William, (2012) Community organization and Social Action , New Delhi,Himalaya Publishing House
3. Janagamika,2010-Social Problems: Community Policy and Social Action, Nauguge.
4. Patel(AK),2010, Methods of Social Work, Crescent.
5. Johri , Pradeep Kumar, 2005, Social Work for Community Development, Anmol.
6. Yadav.C.P- 2012- Encyclopedia of Social Work : Social Work & Community Organization, Anmol, New Delhi.

MSW I	CORE	Max Marks 100 Int: 25 Ext: 75
Semester – 2	SOCIAL WORK RESEARCH AND STATISTICS	6 hrs week
17MSWC24		Credit: 4

Objectives:

- To enable students to understand the importance and need for Social work research and statistics.
- To help students understand the methodology of social work research and statistics and its application in the field.

UNIT I :

Basics of Social Sciences Research: Meaning, Definition, Objectives, Types, Importance, Scope and Limitations. Scientific Method- Meaning, Aim, Objectives, Assumptions, Steps and Criticisms. Social Work Research: Definition, Meaning, Present position and Agencies in India, Problems & Challenges in Social Work Research.

UNIT II :

Problem Identification,Review Of Literature (ROL), Selection, Formulation, and Clarification. Formulation of Aim and Objectives for Research. Research Designs - Definition, Meaning, Types. Exploratory, Descriptive, Experimental, Case study method, Survey method. Factors influencing the choice of designs. Hypothesis – Definition, meaning, types, conditions, relevance in research. Pilot study and its importance.

UNIT III :

Universe and Sampling-Meaning, types (Probability and Non probability), advantages and limitations of various types, Factors affecting the size of samples. Sample size estimation, and sampling error. Methods and Tools for Data collection: Primary and Secondary data collection. Observations-types, usefulness, Questionnaire and interview designs- preparation and Pre testing. Introduction to the application of Qualitative Research-Focussed Group Discussion(FGD), Participatory Rural Appraisal(PRA).

UNIT IV:

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data– Tabulation, Diagrams, Graphs. Statistics: Introduction, definition, meaning, history, functions, uses and misuses of Statistics. Measures of Central Tendencies (Mean, Median, Mode), Measures of Dispersion (Range, QD, MD,SD). Correlation- Meaning, types and measurement (Karl Pearson’s ‘r’, Spearman’s Rho). Testing of Hypothesis. Applications of Statistical tests (only theory). Parametric (‘t’ tests. ANOVA tests, Regression), and Non-parametric tests (Chi Square, Mann Whitney’s U test).

UNIT V :

Analysis , Interpretation, and Generalization of data. Research Report writing- Introduction, need and importance, types, major components. Preparation of Research Proposal, Executive

summary, Abstracts, Index, and Bibliography. Discussion on application of Research in Social work.

REFERENCES:

1. Kothari .C.R(2013) Research methodology, methods and technique, NewAge international publishers, NewDelhi.
2. Ahuja, Ram, (2013), Research Methods, Jaipur, Rawat Publications
3. Champian, DJ. (2001), Basic Statistics, Prentice Hall
4. Goode,& Hatt (2001) Methods in Social Research(New york: McGraw Hill
5. Gupta, S P. (2005). Statistical Methods, New Delhi, Sulthan Chand.
6. Singh. K (2007)Qualitative Social research method, Sage publishers
7. Champion,D.J. (2000) Basic Statistics for Social Research(Section, Chandler

MSW I	ELECTIVE	Max Marks 100 Int: 75 Ext: 25
Semester – II	FIELD WORK PRACTICUM AND SUMMER PLACEMENT	6 hrs week
17MSWC25		Credit: 5

Objectives for concurrent field work:

- To help students to understand the organizational responses to empower client groups
- To strengthen the competence in social work methods by practicing it in the field

Objectives for Summer Placement:

- To familiarize the students with the administration of agencies.
- To intensify the learning about the application of social work methods in different settings.

MSW II	CORE Specialisation: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – III	HUMAN RESOURCE MANAGEMENT-I	6 hrs week
17MSWHR31		Credit: 5

Objectives :

- To explain the basic concepts of HR and their application in students
- To impart the knowledge about various HR practices which are applicable in industry

UNIT I

Management - Definition, Concept, Principles. Human Resource Management: Definition , Concept, philosophy, principles, role and importance in general management. Functions of Human Resource Manager, qualities, and competencies of HR Manager.

UNIT II

Human Resources Planning – Concept and Process. Job analysis- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement,

UNIT III

Human Resource Acquisition: Recruitment – Concept , Theories, Selection Process and problems: Modern Technology & recruitment: Social Media, Selection policy, Psychometric testing – Purposes, Nature, type of testing . Interview – Types,

technique, Guideline for effective Interview. Attrition analysis, Retention Management: Need & objectives, method, Exit interviews

UNIT IV

Performance Management: Performance Appraisal, Performance Management System – History, Concepts, Philosophy, Process – New techniques & methods of PA.- Organizational goal setting process, Key Result Area (KRA) and Key Performance Indicator (KPI), Competency Mapping, Skill Matrix, 360 Degree Appraisal, Balanced Score Card, Assessment Centre, Potential Appraisal, Performance Counselling, Mentoring and Coaching

UNIT IV

Training and Development: Definition, need and Scope of Training, Training Need Analysis, Assessment of Return-on- Investment (ROI) on training; Methods of training, On-the-Job Training, Coaching, Mentoring, Management Games, Case Study, Role Plays, Job Rotation, Simulation Training, Training for workers, supervisors and managers. Evaluation of Training.

Reference

1. Bhattacharya, Dipak Kumar, (2013), Human Resource Management, Jain Book Agency,
2. Prasad,L.M (2015), Human Resource Management, Jain Book Agency,
3. Aswathappa, K (2010), Human Resource Management, New Delhi, Tata-McGraw Hill.
4. Chatterjee, Baskar (2007), Human Resource Management, New Delhi,
5. Ghosh, Biswath (2014), Human Resource Development and Management, Jain Book, New Delhi
6. Tripathi, P.C.(2015), Human Resource Development, Jain Book, New Delhi

MSW II	Specialization: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester –III 17MSWHR32	LABOUR LEGISLATION – I	6 hrs week Credit: 5

Objectives

- To help the students understand the importance of labour legislations
- To impart knowledge about various acts which are essential in industrial setting.

UNIT.I

History of Labour Legislation, Labour in the Indian Constitution, Labour Administration in Central and State, Functions of officials of labour department. Functions of Directorate of Health and Safety, and Judicial set up.

UNIT.II

Factories Act 1948 with rules, The Tamilnadu Factories (welfare officers) Rules 1950, The Contract Labour (Regulation and Abolition) Act 1970 and relevant case laws

UNIT.III

The Tamil Nadu Shops and Establishments Act 1947. The Plantation Labour Act

1951, The Child Labour Regulation and Abolition Act 1986 and relevant case laws

UNIT.IV

The Employees Provident Fund Act 1952, PF for International Workers, Employees Deposit Linked Insurance Scheme 1976. Employees' Pension Scheme, 1995, The Payment of Gratuity Act 1972 and relevant case laws

UNIT.V

The Employees State Insurance Act 1948, The Employees Compensations Act 1923, The Maternity Benefit Act 1961 and relevant case laws.

Preparation and filling out various forms under the various labour legislations can be given as assignment and seminar for Continuous Internal evaluation

REFERENCE

1. Current Labour Reports, Nov(2014), vol 30. Part II
2. Kumar, J N, (2014), Business Law, New Delhi, Nabhi Publications
3. Kappoor, ND, (2011), Hand Book on Industrial Law, New Delhi, Sultan Chand
4. Srivasatava, S.C.(2014) Industrial Relations and Labour Law, Noida, Vikas Publishing PVT limited
5. Vaidyanathan.S & Sri Vidya, (2010), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency
6. Padhi, P.K.(2012), Labour and Industrial Laws, Prentice Hall, New Delhi.

MSW II	CORE Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – III	INDUSTRIAL RELATIONS AND EMPLOYEE WELFARE	6 hrs week
17MSWHR32		Credit: 5

Objectives:

- To enable the students to understand concepts of industrial relations, trade unions and collective bargaining
- To enable the students to understand various issues in the field of Industrial Relations.

UNIT-I

Industrial Relations - Concept, Objectives, Need, and Scope- Bipartite and Tripartite bodies in Industrial Relations; Role of Government, Employers and Unions in Industrial Relations. Concept of grievance, conflict and dispute. Recent trends in industrial relations in India. Approaches to Industrial Relations.

UNIT-II

Trade Unions -Concepts, Objectives, Functions, Structure, Administration, Growth of trade unions in India. Recent trends in union movement in India.
Employer's Association - aims, objectives and activities.

UNIT-III

Industrial unrest – types, impact, causes and prevention, Collective Bargaining - concept, objectives, principles, scope, type, problems and process of bargaining; Difficulties in

implementing collective agreements. Cases of Collective Bargaining based on field work experience. Process of Domestic Enquiry.

UNIT-IV

Employee Welfare - Concept, Definition, Principles, Theories, Non-Statutory Welfare facilities- Personal Health Care, Employee Assistance Programmes, Harassment Policy, Maternity & Adoption Leave, Medi-claim Insurance Scheme, Employee Referral Scheme, Education, Safety, HSE and SA 8000.

UNIT-V

Employee Involvement Programme- Various Policies on Welfare – Welfare Schemes for unorganized Sectors- Scope of Social Work Practice in Industrial Settings, Industrial Counselling, Meaning, Definition and Process of Industrial Counseling, Support services to members of the family.

References:

1. Punekar, S.D. (2011), Labour Welfare Trade Unions and Industrial Relations, Himalaya Publisher, New Delhi.
2. Jerome Joseph, (2013), Industrial Relations, Sage Publishers, New Delhi.
3. Subba Rao, (2008), Labour Welfare and Social Security, Himalaya Publisher, ND.
4. Neil Anderson, (2014), Employee Selection Performance Management, Sage
5. Sarma A M (2011), Industrial Relations – Conceptual and legal framework, Mumbai: Himalaya
6. Mamoria, Mamoria and Gankar, (2013), Dynamics of Industrial Relations, Mumbai: Himalaya
7. Bhatia SK, (2003), Constructive Industrial Relations and Labour laws, New Delhi: Deep & Deep.

MSW II	CORE Specialization: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester –III	RURAL AND TRIBAL COMMUNITY DEVELOPMENT	6 hrs week
17MSWCD31		Credit: 5

Objectives

- To orient the students about various Government & Non-Government organizations working for rural community development
- To understand the nature of tribal problems and difficulties in the development of tribal areas

UNIT. I

Rural Development - Concept, Definition, Meaning, , Objectives. Rural Development in India - Origin and background - Srineketan, Sevagram, Marthandam, Guregon, Baroda, Firka Development, Nilokheri and Etowah Pilot Project. Approaches to rural development - Gandhian contractive programme - Contribution of Vinobaji.

UNIT II

Administrative and organizational arrangement for rural development from block to National level. Constitution 73rd amendment – Salient features of new Panchayati Raj system – Rural credit - role of co-operatives, banks, and NABARD. District Rural Development Agency.

UNIT III

Rural poverty - causes, consequences, measurement. Issues relating to rural migration ,food security ,water security ,energy security and social security. Programmes .Programmes- SYSY,SYRY,MNREGP, NRHM, ICDS, Rurban and mid day meals scheme. Schemes by Ministry of Rural Development - Pradhan Mantri Awas Yojana- (PMAY), Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDUGKY), Gram Swaraj Abhiyan

(GSA), Mission Andhoydaya.

Unit IV

Tribes: Definition, Concept, Characteristics of the Tribal Community; Nomadic and Denotified Tribes; History of Indian Tribes and Tribes in Tamil Nadu; Problems of Tribes: Child Marriage, Poverty, Illiteracy, Exploitation and Atrocities on Tribes; migration and its related problems; Tribal resettlement and Rehabilitation and its related problem;. Tribal Movements in India.

Unit V

Tribal Development Programmes: Tribal Development Policies, Tribal Area Development Programme, Hill Area Development Programmes, Forest land cultivation; Constitutional provisions for the protection of Tribes. Rights of Tribal under Forest Rights Act ,Role of Voluntary Agencies in Tribal Development.

REFERENCES:

1. Katar Singh , Anil Shishodia (2016)Rural Development-Principles, Policies, and Management, Sage ,New Delhi
2. Desai, Vasant, (2012) Rural Development in India, Past, Present and Future Challenges, Mumbai, Himalaya Publishing Company
3. G Sreedhar ,D Rajasekhar {2014} Rural Development in India (Strategies and Processes
4. Chacko (2013), Tribal Community and Social Change, Sage publications,
5. M. Pariyaram Chacko(2005) ,Tribal Communities and Social Change, Sage
6. Amita shah, Jharna pathak(2013), Tribal Development in Western India, Routledge India,New Delhi.
7. Rural Development: Concept And Recent Approaches - Paul, Sujit Kumar - 2015. New Delhi: Concept Publishing Company Pvt. Ltd.
8. Tribal Studies and Beyond: Contributions of D.N. Majumdar to Indian Anthropology, H.S Saksena - 2017, Binding Hardback, Sale Territory World (ISBN 9788131609095) (Except USA and Canada)

MSW II	CORE	Max Marks 100
Semester – III	Specialization: Community Development	Int: 25 Ext: 75
17MSWCD32	URBAN COMMUNITY DEVELOPMENT	6 hrs week
		Credit: 5

Objectives :

- To provide basic concepts & theories about urban community development
- To orient the students on various Govt. & Non-Govt. organization for urban community development.

UNIT I

Definition and characteristics of urban areas - town, city, metropolis, suburbs, satellite towns. Urban Sociology, Urban Ecology and Environmental Psychology – its relevance for urban community development practice. Demographic and land use pattern in Urban areas. Social Area Analysis. Urbanization and urban growth in India and in TamilNadu.

UNIT II

Problems and prospects of Urban life – Crowding, Density, Noise, Air, Solid and Liquid waste disposal, Pollution, Urban housing, Water supply, Transport, Urban public health, Urban non-formal sector.

UNIT III

Urban Community Development - meaning and scope. Poverty in Urban areas, Urban development programs in India. Review of Indian experience in urban development with reference to Town Planning, HUDCO (Housing and Urban Community Development) IDSMD (Integrated Development of Small and Medium Towns etc) and JNNURM. Smart

Cities Mission, Atal Mission For Rejuvenation And Urban Transformation (AMRUT), Swatch Bharat Mission

UNIT IV

Slums in India – Characteristics ,history, types, theories, causes and Conditions, Culture of Poverty in slums. Slum Clearance Board , Urban poverty alleviation programmes , Tamil Nadu State Government Programme for Urban Development

UNIT V

Administrative structure and functions of policy arrangements for urban development with reference to Municipalities, Corporations, Metropolitan Development Authorities. Constitution -74th amendment and its relevance to urban development. Municipal Administration in TamilNadu.

REFERENCES:

1. Oliver Brito (2014), Understanding Urban Poverty, Rawat publications, New Delhi.
2. Vandana Vasudevan (2013), Urban Villager Life in an Indian Satellite town, Sage publications, New Delhi.
3. Ahluwalia (2014), Urbanisation in India, Sage publications, New Delhi.
4. [P. Anbalagan](#) (2012),Urban Development and Sustainable Transport ,Bookwell Publications,New Delhi
5. Smart Cities & Urban Development in India Hardcover – by N. Mani (Author) – 2016
6. Urban Renewal in India - Theory, Initiatives and Spatial Planning Strategies - S. K. Kulshrestha – 2017 - Sage Publications
7. Urbanisation in India - Challenges, Opportunities and the Way Forward - Edited by: Isher Judge Ahluwalia - 2014 – Sage Publications.

MSW II	CORE Specialization: Community Development	Max. Marks:100
Semester III		Int.25 Ext.75
17MSWCD33	INTRODUCTION TO LIVELIHOOD PROMOTION	Hours 6
		Credit 5

OBJECTIVES

- To help the students understand the concept of livelihood & promotion
- To facilitate their understanding about the livelihood frameworks.
- To develop their skills in developing livelihood interventions.

UNIT I

Concept, Meaning, Principles, Need, History and Importance of Livelihood Promotion .Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social.Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood Outcomes. Income Generation Program - IGP and Livelihood, Equity, Empowerment, Approaches of Livelihood – Spatial, Segmental, Sectoral and Holistic – TRAIID.

UNIT II

Livelihood Frame Work Analysis – Different models – IFAD, DIFD, CARE, BASIX, IMM. Objectives of livelihood promotion – Enhancing Income, Increasing Food Security, Reducing Risk, Reducing variances in income, Reducing migration, Organizing Producers, Enhancing money circulation. Exploring External Environment – 3E tool

UNIT III

Steps and Tools in designing livelihood intervention. Internal and External context. Creating livelihood profile, Mapping of Community Assets, Profiling the local markets.

Understanding Viability, Range of goods, Clustering, Internal & External Economies, Backward & Forward Linkages. ; Business plan development

UNIT VI

Markets and Livelihoods- Importance of Sector, Sub sector, Value chain analysis in selecting an intervention. Understanding Rural & Urban Livelihood Linkages. Methods of Interventions – Technology, Training, Marketing, Policy Advocacy, Asserting Rights, Developing Local Economy, Credit, Infrastructure and Institution Building. Ownership and Management

UNIT V

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance. Government, Non Profit & Corporate Initiatives in livelihood promotion. Design and Formulation of Livelihood Interventions and Producer Companies; Government and livelihoods – schemes – State Rural Livelihood Mission- SRLM, National Rural Livelihood Mission NRLM, National Urban Livelihood Mission - NULM, Rural Self Employment Training Institutes – RSETI ; National Skill Development Mission

REFERENCES

1. V. L. Chopra (2015) Technologies for Livelihood Enhancement, New India Publishing Agency, New Delhi
2. Keshav Lall Maharjan (2014), Communities and Livelihood Strategies in Developing Countries, Springer, Bangalore
3. Vipin Sharma (2012), State of India`s Livelihoods Report 2012, SAGE India, New
4. Dr. Sankar Datta, & Mr. Vijay Mahajan, Resource Book for Livelihood Promotion (4th Edition), New Concept Information Systems Pvt,
5. Hyderabad State of India`s Livelihoods Report, (2011). The State of India`s Livelihoods: A Time of Volatility', New Delhi: Sage Publications
6. Technologies for Livelihood Enhancement Hardcover – 2015 - V. L. Chopra (Author) and Sanjay Kumar
7. Livelihoods Education In India - 2015 –Edited by C Shambu Prasad V Joseph Satish, Bhubaneswar & www.livelihoods-manthan.net

MSW II	CORE Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester III 17MSWMP31	HEALTH AND HYGIENE	6 hrs week Credit: 5

Objectives :

- To orient the students on various concepts about Health & Disease.
- To enable the students to understand the various local, national and international organizations for health.

UNIT-I

Concept of Health and Disease - Physical, Social, Mental and Spiritual Dimensions of Health. Their importance on individual's positive health.

Public Health - Definition, meaning, functions and importance. Preventive, Social and Community medicine. Indicators of Health -Vital Statistics and its importance. Fertility , Mortality, and Morbidity.

UNIT II

Medical Sociology ,Sociology of Medicine and Medical Social work - definition, meaning and their relevance to health and illness. Reproduction, Fertility and Contraception. Nutrition and health. Importance of nutrients and their consumption. Deficiency diseases - their prevention and control. Balanced diet. Health education-Principles and Methods.

UNIT III

Blood - composition, donation and transfusion. Blood Bank - nature, scope and functions. Disease- etiology, symptoms ,diagnosis and treatment. Communicable diseases like Leprosy, Tuberculosis, Hyper Tension, Kidney Disease, myocardial infarction, swine flu,Dengue, Sexually Transmitted Diseases and AIDS. . Non communicable diseases like Cancer, Diabetes etc.

UNIT IV

Common health hazards caused by infection and Accidents among children-Neonatal death: causes, consequences, and prevention, Development disorders among the children, Muscular Dystrophy,Children with. Mother and Child Health services - importance, programs of Government and non-governmental organizations. ICDS. Health Care Delivery system in India - Primary Health Centre, District Hospital –structure - staff pattern and functions and tertiary hospitals.

UNIT V

Health planning and management - process and techniques. National Health, Population Policy and National health programmes in India. Occupational Health - Physical, Chemical, Biological, Mechanical and Psycho-Social hazards. Nature and functions of government and non government, local, national and international organizations for Health like ICMR, WHO.

REFERENCES:

1. Madhu Nagla 2014, Sociology of Health : Reading in Indian Sociology, Sage, New Delhi
2. Collins (Charles)2014, Valuing Health Systems, Sage, New Delhi
3. Francis Abraham2014, Social Work in Mental Health, Sage, New Delhi
4. Lovelina Little Flower2012, Health and Development Occupational Hazards,
5. Schwitzer2012, Diagnosis and Treatment Planning Skills for Mental Health Professionals, sage, New Delhi
6. K.Park 2011, Park's Textbook of Preventive and Social Medicine, Banarsidas Bhanot Publisher

MSW II	CORE Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – III	MENTAL HEALTH	6 hrs week
17MSWMP32		Credit: 5

Objectives :

- To provide the basic knowledge about various mental illnesses.
- To explain the role of social workers in understanding and dealing with mental illnesses.

UNIT-I

Definition and Meaning of Mental Health, Mental Illness, Mental disorder. History of Psychiatry in India and abroad. International classification of mental illness. Relevance of knowledge of Mental Health and Mental Illness to Social work.

UNIT-II

Symptoms, etiology, diagnosis, prognosis and management of a) Neuroses - Anxiety states, Depressive reaction, Obsessive compulsive reaction, Phobic reaction, Hypochondriasis. b) Psychosis- Functional, Affective disorders, Organic disorders. Conversion reaction,

UNIT-III

Symptoms, etiology, diagnosis, prognosis and management of a) Psychosomatic disorder, b) Personality disorders - alcoholism, substance abuse, anti social behaviour, sexual disorder,

deviations, c) Psychiatric problems among children and adolescents, d) Epilepsy, e) Mental retardation.

UNIT-IV

Methods of treatment - Physical methods, Pharmacological management. Psycho- social methods, indigenous methods, Common cultural beliefs - culture bound syndromes, psycho-social rehabilitation in different settings. Measurement of Psychiatric disability: DAS/IDEAS

UNIT-V

Community Psychiatry -History, principles and practices. Primary, Secondary and Tertiary prevention. Mental Health Act-Its implication to Professional Social Work, District mental health programme-History-Importance and Applications. Mental health care 2017

REFERENCE

1. Abraham F.(2014). Social Work in Mental Health, Sage, New Delhi
2. Gelder.M, Harrison.P & Cowen .P (2009). Shorter Oxford Textbook of Psychiatry, Oxford University press, New Delhi.
3. Maya George (2009). Mental health and psychiatric Nursing, AITBS
4. Schwitzer(2012) Diagnosis and treatment planning skills for mental health professionals,
5. Malcolm Golightley(2014)Social Work and Mental Health, Sage Pub
6. [Kerry Connelly](#) 2013, Shaken: A Story of Emotional Abuse and Depression, kindle
7. [Jacqueline Corcoran](#) , [Joseph M. Walsh](#) 2014, Mental Health in Social Work: A Casebook on Diagnosis and Strengths Based Assessment (DSM 5 Update) , Advancing Core Competencies publication, 2nd Edition.
8. Antony, D,John,(2006), Mental Disorders Encountered in Counselling, Nochiodaipatti, Anugraha Publications.
9. [Colin Pritchard](#) 2006, Mental Health Social Work: Evidence-Based Practice Social Work Skills.

MSW II	CORE Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester –III	HOSPITAL ADMINISTRATION	6 hrs week
17MSWMP33		Credit: 5

Objectives

- To inform the students about the fundamental concepts of hospitals, hospital organization and hospital administration
- To help the students in learning about various hospital departments and their services, quality assurance in hospital service and Laws pertaining to hospitals.

UNIT -I

Hospital: Definitions, meaning, functions, history, growth and classification of Hospitals in India. Hospital Administration: Concept Definition, general principles , importance , functions.. Difference between Gneral and Hospital Administration.

UNIT -II

Hospital Organization: The Governing Boards, Committees. Hospital administrator , Role functions and duties. The Hospital Auxiliary Services. Role of Hospital in the Health Care Delivery System.

UNIT -III

Hospital Departments: Out-patient services, Dietary services, Nursing and Ward Management, Medical records, Laboratory services, Radiological services , Casuality and

Emergency services., Human Resources Management(HRM) Department.

UNIT -IV

Quality Assurance in Hospital Service. Control of Hospital acquired infection and associated problems . Use of Computers in Hospitals. Ethics in Hospitals-HUDAS. Application of MIS in Health care Management, Rights of the patients.

UNIT- V

Laws pertaining to Hospital: Prevention of Food Adulteration Act 1954 - The Drugs and Cosmetics Act 1940 - The Births, Deaths and- Marriages Registration Act - The Epidemic Diseases Act 1797 - The Employees' Provident Fund Act 1952 - The Employees Pension Scheme 1995 - Employees Deposit Linked Insurance Scheme 1976 - The Employees State Insurance Act 1948.

REFERENCES:

1. Sharma D.K., Goyal R.C (2013) Hospital Administration and Human Resource Management, New Delhi, PHI learning Pvt ltd
2. [Lawrence F. Wolper](#) 2010, Health Care Administration: Managing Organized Delivery Systems, 5th Edition
3. Donald J.Griffin (2010) Hospitals: What they Are and how they work?4th edition, London, Jones &Barlett
4. Francis C.M (2004) Hospital Administration, New Delhi, Jaypee Publishers
5. [Sharma R.C. , Goyal](#) D.K., 2013 Hospital Administration And Human Resource Management, Kindle Publication.
6. Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
7. Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
8. Goyal,RC (2006) Hospital Administration and Human Resource Management,

MSW II	CORE	Max Marks 100
	Specialisation: Family & Child Welfare	Int: 25 Ext: 75
Semester – III	FAMILY WELFARE MANAGEMENT	6 hrs week
17MSWFC31		Credit: 5

OBJECTIVES

- To provide the basic concepts about family welfare management
- To make the students to understand their roles in enhancing the capacity of the family

UNIT.I

Family-definition, origin, type, values,functions and its importance.Role of family in the development of its members.Joint and Nuclear family,Women headed families and its characters, strengths and weaknesses .Single parent family and its problems. Marriage and its role in the family process. Changing pattern of family.

UNIT.II

Family disorganization - causes, impact and remedies. Marital problems and ways to manage it. Dysfunctional family, Broken family .Communication in families. Nature and blocks in decision making. Communication skills for day to day living. Impact of migration and urbanization on family ,Families with problems and ways to manage them.

UNIT.III

Family welfare – Concept , Communication pattern of interaction among family members and programmes organized by national, international organizations,. Family Court. International day of the families – objectives. ,Role of non-governmental organization in

family welfare.

UNIT.IV

Family life management. Family life cycle - Growth, Needs and Development tasks for each phase. Family Life Education - meaning, objectives and its content. Sex Education. Population education and Family Health Education.

UNIT.V

Laws related to adoption (-Hindu, Muslim, Christian), Inter Country Adoption(Guardianship and Wards Act)

Role of Social worker in enhancing the capacity of the family to cope with the changing trends.

Marital and family counselling. Family counseling center and its function.

REFERENCES:

1. Systematic Family Therapy from Theory & Practice – Winek (John) – 2011- Sage Publication (New Delhi)
2. Family Life Education with Diverse Population – Ballard (Sharon) – 2012 – Sage Publication (New Delhi)
3. Social Work and Social Welfare – Shankar Pathak – 2012 – Nirmal Publication (New Delhi)
4. Encyclopedia of Social Work: Social Welfare and Social Work – Kumar Jha – 2002 – Anmol Publication (New Delhi)
5. Krishna Kant Singh & Ram Shankar Singh,(2011),Social Work and Family Intervention, ABD Publishers,Jai pur,Rajasthan.
6. Rao, Shankar C.N. (2007). Indian Society, New Delhi: S S Chand &
7. Barik, S. (2011). Domestic Violence in India, Delhi: Adhyayan Publishers & Distributers

MSW II	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – III	WOMEN & CHILD WELFARE	6 hrs week
17MSWFC32		Credit: 5

Objectives

- To offer the basic concepts, approaches and programmes for child welfare.
- To provide the basic concepts, approaches and programs for women welfare.

UNIT.I

Definition of Child, The place of child in the family and in society. Status of Children in India - Stages of child development .Child rearing pattern. Needs and behavioral problems of different types of children – Infants, Destitute, Gifted, Neglected, Dependent, Exploited, Child labor, Street children, Sexually exploited, Dropouts, Delinquent children, Physically handicapped and Emotionally disturbed children, Mentally challenged children

UNIT.II

Child Welfare - meaning, objectives and scope. Mother and Child Health Services. Child Guidance Clinics. Importance of recreation in child development. Substitute family care - Adoption, Foster Care, Institutional care and its scope and limitations.

UNIT.III

Concept of Women's Welfare - Changing role and status of women in India with reference to religion, family economy and in the Media. Women's movement with special reference to India and abroad, Women Rights - Gender justice and CEDWA- objectives ,Feminism: Concept and types, Women empowerment

UNIT.IV

Problems of woman - Marriage, Educational backwardness, Working women, Women deprived of normal home life, Adolescent mothers, Traffic in Women and Girls. Problems of maternity, childcare, Menopause. Violence against women - infanticide, rape, Wife battering, dowry death, sexual abuse and victimization.

UNIT.V

Programs for Women and Child Welfare –Creative use of play therapy ,dance,art, drama, mediums helping children . Central Social Welfare Board, State Social Welfare Boards,NCPCR,SCPCR . Role of SHGS, National Commisiion for Women ,Rights of Children.National Policy on Children - National Institute for Public Cooperation and Child development. Integrated Child Development Services (ICDS), WHO, CARE, UNICEF. Legislations related to Women and Children.

REFERENCES:

1. Helen Cahalane (2016), Contemporary Issues in Child Welfare Practice (Contemporary Social Work Practice) , Springer, New Delhi
2. Ajit K. Singh (2011) Family and Child Welfare, Centrum Press. New Delhi
3. Geeta Chopra (2015), Child Rights in India: Challenges and Social Action, Springer,New Delhi
4. Susan C. Mapp, (2011) Global Child Welfare and Well-Being, Oxford University Press,Chennai
5. Sameera Maiti (2016),Women Empowerment And Development,Sage ,New Delhi
6. Gurpreet Bal (2016),CONTEMPORARY GENDER ISSUES : Identity, Status and Empowerment, Sage ,New Delhi
7. G.Madhavi (2011) ,Women Welfare Programmes, Sage ,New Delhi
8. Mamta Rao (2017), Law relating to Women & Children, Eastern Book Company, Lucknow, Uttar Pradesh.
9. Sudha Ojha,(2011) ,Women and child development , Kunal Books, New Delhi .
10. Rameshwari Pandya(2008),Women Welfare and Empowerment in India, New Century Publication, New Delhi.

MSW II	Core Specialisation: Family & Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester – III		6 hrs week
17MSWFC33	YOUTH & MARGINALIZED SECTIONS	Credit: 5

Objectives

- To provide the knowledge about the concepts, approaches and programmes for youth welfare.
- To orient the students about the concepts of people from marginalized section.

UNIT.I

Concept of Youth Welfare. Youth in contemporary Indian society. Perspectives of youth ,Different groups of youth. Problems of Youth - Psychological, Cultural, Social, Educational, Health, Occupational and Recreational.

UNIT.II

International Year of the Youth. Youth and Sports Policy. Challenges and oppurtunities of Youth Existing service for youth- Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corp, Scouts and Guides, Youth exchange program, Leadership program. National Organizations - Structure and functions - Nehru Yuvak Kendra, YMCA , YWCA, VishwaYuvak Kendra.

UNIT.III

Differently abled-Concept, Attitude, Types, Causes, psycho-social effect, myths and misconceptions and stigma.Rehabilitation of the handicapped - psycho - social, vocational,

educational. Various rehabilitation programs. National Policy for Handicapped. Agencies working for institutional care. National and International Organizations. Legal provisions- Persons with Disability Act 1995. Rehabilitation Council of India Act, National Trust Act.

UNIT.III

Marginalized communities - Meaning, criteria and classification - SC, ST and BC. Problems of the SC, ST & BC. Constitutional provisions, safeguards & welfare programmes for SC, ST & BC in five year plans. Role of NGOs and social workers for the welfare and development of weaker sections .

UNIT.V

The status of aged in India. Special needs and problem of the aged - Physical, emotional, social, occupational and adjustment problems. Programmes for the aged – Social Security for the aged, medical and institutional care. retirement benefits. Legislations related to aged, pension, provident fund and social security.

REFERENCES:

1. Children and Youth with Asperger Syndrome – Myles (Brenda Smith) – 2008 – Sage (New Delhi)
2. India Youth in a Transforming World Attitudes and Perspective – Sankar Daha – 2009 – Sage (New Delhi)
3. Sociology of Childhood and Youth: Reading in Indian Sociology – Bula Bhadra – 2014 – Sage (New Delhi)
4. Chaturvedi TN, (1981), Administration for the Disabled – Policy and Organizational Issues, New Delhi, IIPA.

MSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	FIELD WORK PRACTICUM	6 hrs week
17MSWC34		Credit: 5

Objectives

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competent on it.

MSW II	NON MAJOR ELECTIVE- offered to other Dept. – Dept. of .CS	Max Marks 100 Int: 25 Ext: 75
Semester – III	PROFESSIONAL SOCIAL WORK FOR HUMAN PROFESSION	6 hrs week
17MSWN35		Credit: 4

Objectives:

- ✓ To expose the students to social work discipline
- ✓ To give an opportunity to understand the methods of social Work

UNIT- I

Meaning of Social Welfare, Social Work, Professionalization of Social Work Practice, Principles, Objectives, Functions of Social Work. Components of Social Work practice - Social Work Process –Knowledge/Theoretical base-Values and ethical base-Skills base. Social work in the context of human service professions

UNIT-II

Fields of Social Work - Community, Family, Health, School, Industry, Role of Social Workers in Different Settings

UNIT-III

Social case work - Concept, definition, meaning, objectives and history, Basic components of social case work - Problem, Person, Place, Principle & Process. History of Social Case Work in India and Abroad. Principles of Social Case Work Process – Intake (Types), Study (Case History Collection), Diagnosis (Prognosis), Treatment, follow up and termination.

UNIT-IV

Introduction to Social Group Work: Definition, Objectives of Social Group work, Historical development of group work – Group work as a method of social work and its relationship to the other method of social work

UNIT-V

Social Welfare Administration: Method of Social Work, Definition, Concept, and Scope of Social Welfare Administration, Social Work Research: Method of Social Work, Definition, Concept, and Scope of Social Work Research

REFERENCE

1. Mishra, P.D & Mishra, Beena (2010), Social Work Profession In India, Lucknow, New Royal Book & co
2. Sardar, N.K. (2010), Social Work-Intervention methods and Strategies, Delhi, NAVYUG publishers and distributors.
3. Gautham, P.R, Singh, R.S. (2011), Social Work -Methods, Practice & Perspective, New Delhi, Centrum Press,
4. Bhattacharya, Sanjay, (2012), Social Work and Integrated approach, New Delhi Deep & Deep publications
5. Pearlman Helen (2011), Social Case Work, New Delhi, Rawat Publications
6. Karin Crawford, Marie Price & Bob Price (2014). Group work Practice for Social Workers. SAGE Publications Ltd.
7. Mathew, Grace, (1993), An Introduction to Social Case Work, Bombay, TISS.

MSW	NON MAJOR ELECTIVE- offered by Dept CS.	Max Marks 100 Int: 25 Ext: 75
Semester – III	INTRODUCTION TO MS-OFFICE & HTML	6 hrs week
17MCSN31		Credit: 4

- ✓ To expose the students to introduction to data base management
- ✓ To give an opportunity to Introduction to HTML

UNIT I:

Introduction to MS-Excel: Introduction to spread sheet, Basic skills for working with spread sheet-Short cut minus-entering, editing protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel- Graphs and charts.

UNIT II:

Introduction to MS-Access: Database - Creating Databases - Overview of tables and queries - Creating Tables - Creating View - Creating Forms - Creating Reports.

UNIT III:

Introduction to HTML: Designing a Home Page - History of HTML - HTML Generations & Documents - Anchor Tag - Hyperlinks. Head and Body Sections: Header Section - Title - Prologue - Links - Colorful web page - Comment lines.

UNIT IV:

Designing the Body Section: Heading printing - Aligning the Headings - Paragraph - Tab settings - Images and Pictures - Embedding PNG format images. Ordered and Unordered Lists: Lists - Unordered List - Headings in a list - Ordered List - Nested List.

UNIT V:

Table Handling: Tables - Table creation in HTML - Width of the table and cells - Cells Spanning Multiple Rows/Columns - Coloring cells - Column Specification. Frames: Frameset Definition - Frame Definition - Nested Framesets. A web page design project: Frameset definition - Animals - Birds - Fish. Forms: Action, Method and Enctype Attribute - Drop Down List.

Text Book:

1. Mrs. Vasanthi Ramanathan, "Computer Application in Business", Meenakshi pathipagam, Madurai,2004.
2. C.Xavier "World Wide Web design with HTML", Tata McGraw Hill. (Unit III,IV & V)
Unit III,IV: Chapter 4-7
Unit V: Chapter 8,10-12

Reference Book:

1. "Computer Application for Management" HimalayaPublihing Home, Vishal soni Ed 2008.
2. C.S.V Moorthy, "Fundamentals of Computer" Himalaya Publihing Home,Ed 2012.
3. David Mercer, "HTML Introduction to Web Page Design and Development", Tata Mc-Graw Hill Publishing Company Limited.

MSW II	Core Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester –IV 17 MSWHR41	LABOUR LEGISLATION – II	6 hrs week Credit: 5

Objectives

- To make the students to understand legislations related to industrial deputes, trade union, catering establishment, labour welfare, holidays and permanent status of workman
- To provide knowledge to students on laws related to employment standing order, payment of allowances, wages and bonus.

UNIT.I

The Industrial Disputes Act 1947. The Trade Union Act 1926 and relevant case laws.

UNIT.II

The Tamil Nadu Catering Establishments Act 1958. The Tamil Nadu Labour Welfare Fund Act 1972. Sexual Harassment at Work Place, (Prevention, Prohibition and Redressal) Act 2013

UNIT.III

The Industrial Employment Standing Orders Act 1946, The Tamil Nadu Payment of Subsistence Allowance Act 1981 and relevant case laws

UNIT.IV

The Payment of Wages Act 1936. The Minimum Wages Act 1948. The Payment of Bonus Act 1965 and relevant case laws

UNIT.V

The Apprentice Act 1961. The Tamilnadu Industrial Establishment (national and festival) Holidays Act 1958. The Tamilnadu Conferment of Permanent status of Workmen Act, Employment Exchange Act and relevant case laws. Preparation and filling out various forms under the various labour legislations can be given as assignment and seminar for Continuous Internal evaluation

REFERENCES:

1. Current Labour Reports, Nov(2014), vol 30. Part II
Kappoor, ND, (2011), Hand Book on Industrial Law, New Delhi, Sultan Chand
2. Kumar, J N, (2014), Business Law, New Delhi, Nabhi Publications.
3. Mishra, SN, (2007), Labour and Industrial Laws, Allahabad, Central law Publications.
4. Srivasatava, S.C. (2014) Industrial Relations and Labour Law, Noida, Vikas Publishing PVT limited
5. Vaidyanathan .S & Sri Vidya, (2010), Factory Laws Applicable in Tamil Nadu, Chennai, Madras Book Agency.

MSW II	Core: Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – IV	HUMAN RESOURCE MANAGEMENT –II	6 hrs week
15MSWHR42		Credit: 5

UNIT I

Compensation Management System- Wage and Salary , Wage Structure , Compensation Survey , Impact on Industry , Perks and Benefits , ESOP , Incentive and Bonus, Profit Sharing . Managerial Remuneration – Tax Planning – Salary Structuring – Recent trends in Taxation – Case Studies

UNIT II

Modern Manufacturing practices: ISO certifications, types, Quality Circles, JIT, Benchmarking, Kaizen, Five 'S', Six Sigma, Lean manufacturing, –concept, meaning

and importance. Total Quality Management, Total Production Maintenance its implementation and its impact on present industries.

UNIT III

Human Resource Audit: Concept of HR audit, nature, scope, need & significance, approaches to HR audit, HRD Climate, Knowledge Management, Business Process Outsourcing, Business Process Management, HR Bench marking, Role of Artificial intelligence in HR field, HR Analytics Use of APPS in various HR administration

UNIT IV

Organizational Culture- concept, factors and impact- Developing sound organizational culture; Organizational change and Development- definition, concept- Organizational development approaches and techniques. Team Building. Concepts- Team effectiveness, significance of team working,

UNIT V

Internal Trends in HR, Management Gurus and Business Leaders In India: C.K.Prahalad, Ratan Tata, Ram Charan, S.Kris Gopalakrishnan, Vijay Govindarajan, Rakesh Khurana, their contribution to the Business world, approaches and achievements. Case Studies on Successful Innovative HR practices

REFERENCE:

1. Ghosh, Biswanath (2014), Human Resources Development and Management
2. [Michael Muller et all \(2016\). Human Resource Management](#)
3. Aswathappa, K, (2008), International Human Resource Management, New Delhi, Tata-McGraw Hill.
4. Aswathappa, (2009), Human Resource Management, New Delhi, TataMc.Growhill
5. Shahbaz and Anita(2010), Contemporary Human Resource Management, Altantic Publications.
6. Aswathappa,K.(2013), Human Resource Management, Text and Cases, New Delhi, McGraw Hill Education (India) Private Limited

MSW II	Core- Human Resource Management	Max Marks 100 Int: 25 Ext: 75
Semester – IV 17MSWHR43	ORGANISATIONAL BEHAVIOUR	6 hrs week Credit: 5

Objectives

- To explain the application of theories of psychology in industrial setting
- To make the students to understand the various concepts relating to the Organisational Behaviour.

UNIT I

Organizational Behaviour- Concepts, Definition, History, Methods. Understanding of human behavior - Process of Behaviour. Behavior Models - Individual Behaviour and Group Behaviour - influence of group behaviour in an organizational environment.

UNIT II

Group Dynamics - Formal and Informal Group - Interaction process and group standards. Leadership in industry- Functions, types, theories. Leadership skills

UNIT III

Industrial Psychology - meaning and scope. Use of psychological tests. Job Satisfaction – Determinants, Measurement - Influence on behavior. Employee Morale - definitions, concepts and effects, Human Engineering in Industry. Role and functions of Industrial Psychologist;

UNIT IV

Motivation – Meaning, Definition and Types. Theories of Motivation- Abraham Maslow’s Need Hierarchy Theory, Douglas McGregor’s Theory X and Theory Y. Elton Mayo’s Human Relations model. David McClelland’s Motivational Needs Theory, Victor Vroom’s Expectancy Theory of Motivation. Frederick Herzberg’s Motivation - Hygiene Theory

UNIT V

Stress – Meaning, causes and effects. Organizational, Group and Individual stresses. Coping strategies. Work – Life balance.. Conflict Management - definition, role, goals, types and techniques. Organizational Climate – Importance, Factors affecting Organizational climate. Emotional Intelligence- concept and theories

REFERENCES:

1. Kakani.S.L, Mamta Pandey, (2011), Organizational Behaviour and HRM”, AITBS Publishers, New Delhi.
2. Ram Narayan. S, (2012 “Organizational Development”,), Sage publisher, New Delhi.
3. Yogendrasingh (2013 “Organizational behavior”,, AITBS Publishers, New Delhi.
4. “Organizational behavior”, Mustafa. A (2011), AITBS Publishers, New Delhi.
5. Fred, Luthans, (1988), Organizational Behaviour, Singapore, McGraw Hill Book company. .
6. John W Newstron & Davis, Keith, (2002), Organizational Behaviour, New Delhi
7. UdaiPareek (2010), “Understanding Organizational behavior”, Oxford and IBM Publishers, New Delhi.

MSW II	Core Specialisation: Community Development	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ISSUES IN CONTEMPORARY DEVELOPMENT	6 hrs week
17MSWCD41		Credit: 5

Objectives:

- To provide training students in understanding the concept of globalization and its impact on livelihood of the people and changing industrial scenario in India.
- To inform the students about the issues and problems related to women and development, issues of appropriate technology and development, consumer protection and training and development.

UNIT-1

Concept of Globalization and its impact on livelihoods of the people, Agriculture and Allied sector. Employment Generation.

Energy and Development -types of energy and energy consumption. Energy Crisis, Alternative source of energy with reference to gobar / biogas, wind, solar and nuclear energy. Programmes to promote non - conventional sources of energy.

UNIT-II

Changing Industrial scenario in India. Problems and Prospects related to Special Economic Zones. Casualization of work force and their welfare.

Ecology and Development: Status of Environment, global environment issues, causes and strategies to maintain ecological balance.

UNIT-III

Women and Development: Problems / status of Indian Women. Women as partners in development. Programmes / Policies/*legislation*, organizations for women's development.

Child Welfare –status of Indian children, child protection, issues relating to protection, policies, programmes. Child protection Mechanisms – District Child Protection Unit - DCPU, CWC, JJB

Integrated Child Protection Scheme (ICPS), Issues of old age people and policies and programs for their welfare

UNIT-IV

Policy for Health and development: Status of health in India. Burden of diseases. Issues and problems in Indian health delivery system. National *policies and* programmes for the promotion of health.

Water and sanitation–water for life, health issues from lack of water and sanitation, water security.

UNIT-V

Consumer protection: Consumerism, Problems of consumer. Genesis and Development of consumer protection policies and organization.

Training and Development: Concept, Meaning and Methods of Training in Community Development Practice.

REFERENCES:

1. Gurpreet Bal [2016] Contemporary Gender issues : Identity, Status and Empowerment ;Rawat Publication –New Delhi
2. Sameera Maiti [2016] Women empowerment and Development : Readings from Asia Rawat Publication –New Delhi
3. Benjamin K. Sovacool [2013] Energy Security ; Sage publication New Delhi
4. Dr.G.R.Desai [2014] Environmental Studies ; Himalaya publishing house Pvt. Ltd - New
5. Chopra, [2015] Child Rights in India ; Challenges and Social Action; Springer publication New
6. Contemporary India and Education Paperback– 2016 - Dr. pragya Aggarwal (Author) – Sudha
7. Globalisation and the Challenges of Development in Contemporary India – 2016 Editors: Venkateswar, Sita, Bandyopadhyay, Sekhar
8. Economic Challenges for the Contemporary World – 2016 - Edited by: Mausumi Das - New Delhi, Sage Publishing

MSW II	Core	Max. Marks:100
	Specialisation: Community Development	Int.25 Ext.75
Semester IV	PARTICIPATORY PROGRAMME	Hours 6
17MSWCD42	PLANNING &MANAGEMENT	Credit 5

OBJECTIVES

- To help the students understand the importance of participation in development.
- To help them understand the process in participatory planning and management.
- To develop their skills in managing the programme.

UNIT 1

Concept, Importance and Types of Participation in development. Concept of stakeholder, stakeholder analysis , advantages and disadvantages of participation of different stakeholders.

UNIT II

Concept, Meaning, Types of development projects.Steps / Stages in Project / Programme Planning.Importance of Participatory Project Cycle Management. Methods and Tools to promote participation in the various stages of project Cycle Management.

UNIT III

Participatory and Professional Management Techniques to improve Project management. , Problem Analysis, Force Field Analysis, SWOT Analysis, Gender Analysis, Logical Framework Analysis. Participatory Impact Pathways Analysis (PIPA), RBM – Result Based Management

UNIT IV

Methods to improve project transparency –FCRA procedures, Social Auditing, Participatory Budgeting, Gender Budgeting –Environmental Impact Analysis.

UNIT V

Concept, Meaning and Importance of Monitoring and Evaluation.Components of M&E.- Physical, Financial, Staff Performance.Technical aspects – Output, Outcome & Impact.Trends in People’s Participation in M & E.

REFERENCES

1. Dr K Muraleedharan(2012)Participatory Development: Issues and Lessons, Serial Publication, New delhi
2. M.J.Chandre gowda(2013)Participatory monitoring and evaluation, Concept publishing company, New delhi
3. International Federation of Red cross & Crescent Societies, 2011, Project/Programme Monitoring and evaluation, Switzerland
4. Participatory Program Planning and Management – 2010 - S. Rengasamy, Attribution Non-Commercial (BY-NC) Download as PDF, TXT or read online from Scribd
5. Participatory Net Planning: A Practitioners Handbook, Author: Crispino Lobo Inputs provided by: David Gandhi and Dr. V. Tagat Published by: Watershed Organisation Trust (WOTR) ‘

MSW II	Core	Max. Marks:100
Semester IV	Specialisation: Community Development	Int.25 Ext.75
17MSWCD43	INTRODUCTION TO SOCIAL	Hours 6
	ENTREPRENEURSHIP	Credit 5

OBJECTIVES

- To facilitate the understanding about social entrepreneurship among students.
- To expose them to the social enterprises.
- To strengthen their competence in social entrepreneurship.

UNIT-1

Need and importance of Third Sector in development. Typology of third sector - Voluntary, NGO, NPO, CBO, CSO, Growth of third sector in India. Performance of third sector. Third sector relationship to state and Civil Society

UNIT-II

Concept, Definition, Importance of social entrepreneurship. Social entrepreneurship Vs

business entrepreneurship. Social entrepreneurs and social change. Qualities and traits of social entrepreneurs. Select case studies of Indian Magsaysay Award winners as social entrepreneurs – Ela Bhatt, M.S. Swaminathan, Varghese Kurien, Harish Hande. and Santha Singa

UNIT-111

Concept, Definition, Importance of social enterprises, types of social enterprises. Similarities and differences between social enterprises and business enterprises. Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship, Corporate Social Responsibility. HR in Social enterprises, Sources of Social enterprises, Challenges, type of registration of social enterprises,

MSME act 2006, India Government and social enterprises, Govt. supported institutions promoting Social Enterprises, Inclusive Innovation Fund, ASPIRE Scheme for Promoting Rural Area Entrepreneurship.

UNIT-1V

Select case studies of Indian Social Enterprises.

Financial Management of social enterprises. Venture capital for social enterprises. Corporate, Community and government support for social enterprises

UNIT-V

Social Marketing: concept, the 4 P's of marketing, phases of social marketing. Case studies related to Social and service marketing in the field of Health, Education, Environment and Human rights.

REFERENCES

1. Arya Kumar (2012) Entrepreneurship, pearson , New Delhi
2. Holt David.H (2009), “Entrepreneurship”, PHI New Delhi.
3. Satish Taneja (2010), “Entrepreneurship Development”, Himalaya Delhi
4. Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits – A Toolkit for Social Entrepreneurs, John Wiely and Sons.
5. Introduction to Social Entrepreneurship - 2016 by Teresa Chahine (Author)
6. Social Entrepreneurship: An Evidence - Based Approach to Creating Social Value, 2014, Jossey-Bass - Chao Guo, Wolfgang Bielefeld,
7. Genesis and Development of Social Entrepreneurship in India – 2017 - Neeta Baporikar (HP-GSB,

MSW II	Core Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – IV	SOCIAL WORK IN MEDICAL AND PSYCHIATRIC SETTINGS	6 hrs week
17MSWMP41		Credit: 5

Objectives:

- To provide basic knowledge about the concepts of Medical social work.
- To explain the role of medical social workers in dealing with social and emotional components of illness.
- To help the students in learning the concepts of psychiatric social work practice.

UNIT -I

Medical Social work – Definition, Concept, historical development in India and abroad, Different settings for Medical Social Work,

Psychiatric social work – Concept, definition, meaning, scope, History of Psychiatric social work in India and abroad. Evaluation of Professional training and facilities for psychiatric social work in India

UNIT- II

Concept of patient as a person. Sick role and illness behavior. Hospitalization of patient – impact on family. Need and methods for involvement of family in treatment process.

UNIT- III

Problems of psychiatric patients during pre – hospital, post hospital, Phase – patient, family and community perspective. Family potentials for psychiatric treatment and psycho – social rehabilitation. Concept of team work and multidisciplinary approach.

UNIT -IV

Role of Social worker in general hospital and psychiatric hospital and n dealing with social and emotional components of illness. Concepts of team work and multidisciplinary approach in health care social and emotional components of illness – with special reference to leprosy, Cancer, disabilities, epilepsy, sexually transmitted diseases, AIDS, Tuberculosis, Physically handicapped.

UNIT- V

Medical camps – meaning and objectives. Role social workers in organizing medical camp in rural and urban areas. Organizational setup required for medical camps – resource mobilization for medical camps ,tele medicine and tele psychiatry,Rehabilitation centers, half way home, sheltered workshop, occupational therapy unit, residential homes, geriatric centers

REFERENCE:

1. Stroup, Hewitt Herbet (2008) Social Work An Introduction to the Field, Delhi, Surjeet Publications
2. Abraham P. Francis Ed (2014) Social Work in Mental health, Contexts and theories for Practice, New Delhi, Sage Publications
3. Bhatia, M.S (2010) Short Text Book of Psychiatry, Bangalore, CBS Publishers
4. Ahuja, Niraj (2006) A Short Text Book of Psychiatry, New Delhi, Jaypee Publishers
5. Verma, Ratna(1991), Psychiatric Social Work In India, New Delhi, Sage
6. Bhatia,M.S. (2010), Short Text Book of Psychiatry, Bangalore, CBS
7. 4.Ahuja, Neeraj,(2006), A Short Text Book of Psychiatry, New Delhi, JEYPEE Brothers

MSW II	Core Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester –IV 17MSWMP42	COUNSELLING AND PSYCHOTHERAPY	6 hrs week Credit: 5

Objectives:

- To enable the students to understand the concept of drug abuse in different perspectives.
- To help them understand the importance of counseling in the process of recovery.
- To strengthen their skills that would enable them to perform their role effectively.

UNIT -I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills and therapeutic skills.

UNIT -II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Rational Emotive Behaviour Therapy, Client Centered therapy, Supportive therapy ,alternative therapies(art ,drama ,narrative and relaxation therapies)

UNIT- III

Importance and application of Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy, Grief therapy, NLP Techniques, Hipno Therapy .

UNIT- IV

Situational issues and Counselling ,family counselling– Situational Crisis – Counseling the sick and bereaved – Trauma Counselling- post traumatic stress disorder, man made disaster ,victims of natural disaster ,psychiatric emergencies, suicide, Palliative care, Relevance of counselling with persons with mental disabilities, mental disorder, intervention and role of family members.

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics, Report Writing and Case Presentation, Role of Counsellors, Psychotherapist and Burnout among these professionals

REFERENCES:

1. Antony, John (2003) Skills of Counselling, Dindigul, Anugraha Publications.
2. Antony, John (2001) Dynamics of Counselling, Dindigul, Anugraha Publications.
3. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.
- 4.Rao, Narayana (1981) Counselling Psychology, Bombay, Tata McGraw Hill
- 5.[Mick Cooper](#) , [Maureen O'Hara](#), [Peter F. Schmid](#) 2013, The Handbook of Person-Centered Psychotherapy and Counselling.
- 6.[Phil Joyce](#) , [Charlotte Sills](#) 2014, Skills in Gestalt Counselling & Psychotherapy (Skills in Counselling & Psychotherapy Series).
- 7.[Gerald Corey](#) 2008, Theory and Practice of Counseling and Psychotherapy, 8th Edition
- 8.[Emmy van Deurzen](#) 2012, Existential Counselling & Psychotherapy in Practice Paperback
9. Mick Cooper (2011) Plura Listics Counseling & Psychotherapy, sage, New Delhi

MSW II	Core Medical & Psychiatric Social Work	Max Marks 100 Int: 25 Ext: 75
Semester – IV 17MSWMP43	DISABILITY MANAGEMENT	6 hrs week Credit: 5

Objectives:

1. To sensitize student about the various disabilities
2. To diagnose the learning difficulties of students and helps than overcome the same.
3. To help students to understand the social work methods in disability managment

UNIT- I

Disability: Definition, Causes, types and Prevalence of various disabilities. Learning Disability: awareness creation, Early Identification, Treatment and rehabilitation Prevention and Management of disabilities at Primary, Secondary and tertiary levels. Societal Attitudes towards persons with disability.

UNIT -II

Historical Perspective of Disability (Prevalence of Psychological and Sociological disability) in India and abroad (UK, USA), Government welfare Programmes

UNIT- III

Rehabilitation: Role of community involvement – Social Mobilization – guidance – Types of guidance – Net working with other service organizations

UNIT- IV

Approaches – Technology in disability – International Organizations working in the area of disability – National Legislation –U NO Conventions and declarations. District differently abled welfare office -functions

UNIT- V

Role of Social work methods with special groups (Woman, aged, children, Transgender). Multi disciplinary rehabilitation team and their roles – process of rehabilitation – early identifications – treatment – vocational rehabilitation.

References:

1. Loisel Anema 2013, Hand Book of Work Disability: Prevention and Management, Springer Publication, New York.
2. Maitrwyra Balsara 2014, Introduction to Disability and Disorder Management, Kainska publication.
3. Business Management 2014, Disability Rehabilitation Management through ICT, River Publication, India.
4. 2012, E-Guide for: Work and Disability: Contexts, Issues and Strategies for Enhancing Employment Outcomes for People with Disabilities
5. Albrecht G.C.Katherine D seelman & Michael Burry, (2001), Hand Book of disability studies, sage, London.
6. Grant (2005) Learning Disability, A Life cycle approach to valuing people, Open University press, London.
7. Komilla Thapa 2008, Perspectives on Learning Disabilities in India, Sage, New Delhi
8. Singh (JP) 2009, Disability Development in India, Kanishka, New Delhi

MSW II	Core	Max Marks 100
Semester –IV	Specialisation: Family and Child Welfare	Int: 25 Ext: 75
17MSWFC41	POPULATION DYNAMICS AND	6 hrs week
	FAMILY PLANNING	Credit: 5

Objectives:

- To inculcate the ideas about basic concepts and theories population and population status of India.
- To help the students to know about major demographic process, population growth and development and various aspects and methods related to family planning.

UNIT I

Introduction - importance of studying population - Population studies and demography - Basic demographic concepts. Demography as a social science, its relationship with sociology, social work, economics, political science - population theories - classical schools of thought; Malthusian - theory, optimum population theory, Marxist view on population and the theory of Demographic Transition.

UNIT 11

Population characteristics - structure of Indian population sources of data, census, census operation, and census machinery.

UNIT III

Major demographic process - mortality, Infant mortality, Fertility, Morbidity, Migration - Definition, Factors (Social, economic and cultural) affecting these problems.

- a) Fecundity, sterility social basis of biological limits
- b) Society and sexual behavior - social attitude towards sex, sex taboos, puberty customs, Physical maturation, and age at marriage.

UNIT IV

Population growth and socio-economic development - population growth and availability of food, nutritional status, health and medical services, energy crises. Population growth and population trends -population policy - population projection.

UNIT V

Family planning - importance of family planning in India, Policies related to family planning, objectives of family planning, various family planning methods with their side effects. Population education - aims and importance of population education.

REFERENCES:

1. Asha A. Bhende , Tara Kanitkar (2011)Principles of Population Studies , Himalaya Publishing House,chennai
2. 2.R.C. Chandna (2015) Geography of Population Concepts Determinants and Patterns , Kalyani Publishers,Chennai
3. Bose, A. et al, (1970), Studies in Demography, London, George Allen Unwin Ltd.
4. Bhende, Asha, A, (1997), Principles of Population studies, Mumbai, Himalaya
5. Gupta, A, (2001), A billion is enough, New Delhi, IMH Publisher
6. Mitra, Ashok, (1978), India's Population : Aspects of quality and Control, New Delhi, Abhinav Publications.
7. Narain, Vatsala, (1983), Population policy perspectives in developing countries, Mumbai, Himalay

MSW II	Core	Max Marks 100
Semester – IV	Specialisation: Family and Child Welfare	Int: 25 Ext: 75
17MSWFC42	FAMILY AND MARITAL COUNSELLING	6 hrs week
		Credit: 5

Objectives:

- To provide the information on counselling and enable them to acquire skills of counselling for carrying out counselling services related to family and marital problems
- To inform the students about the scope of counselling practice among families and marital partners.

UNIT I

Meaning and definition of counseling.Need and scope of counseling.Difference between Counseling, Guidance, Advice, Direction and Instruction. Principles of Counseling - participation, individualization, confidentiality, communication, acceptance, self awareness, non -judgmental

UNIT 11

Counseling process - Counseling model -attending - responding to client - personalization of their experience - initiating action responses The five stage model - describe and identify the

problem operationalize the problem - set goal and negotiate - intervene –exit. Consolidation of self help skills, goal of counseling - Facilitating behavioral change -promoting decision making - facilities client potential - enhancing coping skill - improving relationship. Skills of a counsellor, listening-interviewing, rapport building, encouraging, characteristics of counsellors.

UNIT III

Practice of counseling in family setting. Family - Family as a system - The family life cycle - Understanding the dysfunctional Family -Dysfunctional family system ,Life cycle task of the dysfunctional family system.

UNIT IV

Understanding the natural process of marital & family life cycle, Managing conflicts: inlaws , parents,couple ,children . Causes and effects of extra marital relationship in the life of the children : single parenting , Understanding the real sexual life

UNIT V

Scope of counselling - Family counselling to problem children, de-addiction counselling, crisis counselling, health counselling, family and genetic counselling, setting up a counselling center.

Divorce: legal grounds and course in the family court, role of social worker in family court

REFERENCES:

1. Pluralistic counseling & psychotherapy – Milk Cooper – 2011 – Sage Publication
2. Systematic family therapy from theory & practice – Winek (John) – 2011- Sage Publication(New Delhi),
3. Family life education with diverse population – Ballard (Sharon) – 2012 – Sage Publication (New Delhi)
4. Child development counseling – Nanda VK – 2011 – Ammol Publishers, NDelhi
5. Barki & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi,
6. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha
7. John, Antony (2003) Skills of Counselling – Micro Model, Nochiodaipatti, Anugraha Publications.
8. John, Antony (2005) Self Psychology Counselling, Nochiodaipatti, Anugraha

MSW II	Core Specialisation: Family and Child Welfare	Max Marks 100 Int: 25 Ext: 75
Semester –IV 17MSWFC43	COUNSELLING AND PSYCHOTHERAPY	6 hrs week Credit: 5

Objectives:

- To enable the students to understand the concept of Counselling and Psychotherapy
- To expose them to various therapeutic models.
- To help them understand the application of Counselling and Psychotherapy in different settings.

UNIT- I

Counselling – Definition, meaning, objectives. Counselling Process: Pre-helping phase – Acquainting, Diagnosing. Helping Phase – Pacing, Reframing, Initiating and Evaluating, Counselling skills.

UNIT- II

Psychotherapy –Definition, meaning, history and objectives. Schools of Psychotherapy – Psychodynamic therapy, Cognitive-Behavioral therapy, Client Centered therapy, Supportive therapy.

UNIT- III

Human Existential Therapy – Transactional Analysis – Gestalt therapy, Family Therapy, Marital therapy, Group Therapy.

UNIT- IV

Situational issues and Counselling – Situational Crisis – Counseling the sick and bereaved – Trauma Counselling, grief counseling – Counselling the family members of mentally ill patients .

UNIT- V

Case studies on Psycho dynamic therapies, merits and limitations of Psychotherapy in Indian context – Code of Ethics. Report Writing and Case Presentation.

REFERENCES:

1. Theory & practice of counseling & therapy – Richard Nelson – 2014 Sage Publication (New Delhi)
2. Systematic family therapy from theory & practice – Winek (John) – 2011- New Delhi
3. Credence & Counseling – Vishala – 2012 – Blooms Bury Books Lo – ND
4. Antony, John (2003) Skills of Counselling, Dindukal, Anugraha Publications.
5. Antony, John (2001) Dynamics of Counselling, Dindukal, Anugraha
6. Antony, John (2006) Mental Disorders encountered in Counselling, Dindukal, Anugraha Publications.
7. Prasantham B J (1987) Therapeutic Counselling, Vellore, CCC.

MSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester –IV	FIELD WORK PRACTICUM AND PRE EMPLOYMENT TRAINING	6 hrs week
17MSWC44		Credit: 5

Objectives for concurrent field work :

- To develop deeper insights into the fields by understanding the field demands and challenges and the social work responses to meet it.
- To understand the policies and practices followed for human development.
- To understand the application of the methods of social work in the field setting.
- To practice social work skills and thereby strengthen the competence on it.

Objectives for Pre employment (Block Placement) field work

- To orient students towards organizational performance.
- To strengthen the core social work competencies through intensive practice.

MSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	PROJECT REPORT	6 hrs week
17MSWC45		Credit: 5

Objectives

- To provide an opportunity for the students to apply the various concepts.
- To help students develop their competency in doing research.

Syllabus for B.S.W (Social Work)

Academic year 2017-2018

BSW I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk	6 hrs week
17BSWL11		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

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|-----------------------------------|--|
| 1. ghujpahH | -nts;isj;jhkiu |
| 2. ghujpjhrd; | -ePq;fNsnrhy;Yq;fs; |
| 3. ftpkzpNjrpftpehafk; | -Gj;jhpd; mKjnhopfs;(MrpaN[hjp) |
| 4. ehkf;fy; ftpQH ,uhkypq;fk; | -mtDk; mtSk; tpUk;gpaehLgps;is |
| 5. gl;Lf;Nfhl;ilfy;ahzRe;juk; | -cyfk; cwq;ifapNy ghidfs;...(jpiuapirg; ghly;) |
| 6. fz;zjhrd; | -el;G |
| 7. ngUQ;rpj;jdhH
eilapLjk;gp) | -fdpr;rhW (ehl;ilkyHj;jpl |
| 8. Kbaurd; | -fy;tpg;gad; |
| 9. ehl;Lg;Gwg;ghly; (jhyhl;L) | -thdhkhkiyeHL;Lg; ghly;fs; |
| 10. ehl;Lg;Gwg;ghly; (xg;ghhp) | -thdhkhkiyeHL;Lg; ghly;fs; |

\$W - 2 GJf;ftpjifs; iff;\$ ftpjifs;

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| 11. e.gpr;r%Hj;jp | -G+f;fhhp |
| 12. ftpQHkPuh | -mtruf;fhud; |
| 13. K.Nkj;jh | -ftpg;ghLk; fpuhkk; |
| 14. rpw;gp | -jz;lid |
| 15. mg;Jy; uFkhd; | -,uz;lhk; tUif |
| 16. rpjk;guehjd; | -epyk; |
| 17. <NuhLjkpod;gd; | -rpuha;fs; (kpd;kpdpf;fhL) |
| 18. ituKj;J | -thdk; rpd;dJjhd; |
| 19. fe;jHtd; | -fpopry;fs; |
| 20. ,uh. kPdhl;rp | -Mbf; fhw;Nw |
| 21. A+. GfNoe;jp | -fUk;gyifapy; vOjhjit |
| 22. Gd;difNrJ | -khw;wq;fs; |
| 23. v];.ghG | -fz;zPUld; |
| 24. rz;Kfk; rutzd; | -Jwtpd; ,irf; Fwpg;G |

25. iff;\$ ftpijfs; -njhFg;G
- \$W - 3 rpWfijfs;**
1. GJikg;gpj;jd; -xUehs; fope;jJ
 2. F. mofphprhkp -uh[h te;jpUf;fpwhH
 3. jp. [hdfpuhkd; -rj;jpakh
 4. mwpQHmz;zh -nrt;thio
 5. NrhiyRe;jungUkhs; -,Ug;G
 6. Nkyhz;iknghd;Dr;rhkp -G+
 7. nt. ,iwad;G -];jgjp
 8. Mz;lhs; gphpajH\pdp -khj;jpiu
 9. Fd;wf;Fb fp. rpq;fhutbNty; -jpUkzj;jpy; xUjpUg;gk;
 10. itf;fk; Kfkj g\PH -khkuk;
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\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs; ty;nyOj;JkpFk; ,lq;fs; ty;nyOj;Jkpfh ,lq;fs;; nkhopKjy; vOj;Jfs; -nkhop ,WjpvOj;Jfs;; GJf;ftpijapy; gbkk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

- m) 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;
2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij
3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpiow;wnjhliuNjHe;njLj;jy;; xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk; nghUj;jkhdngHUs; - nghUj;jkhdnjhLH.

ghl E}y;fs;

1. nra;As; njhFg;G 2. rpWfijfs;
gy;fiyf; fofntspaPL kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

B.S.W I	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
Semester – I	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION – I	Hours: 6
17BSWL12		Credits: 3

OBJECTIVES

1. To expose students to functional aspects of English language.
2. To give them proper perspectives of life, by introducing them to the works of eminent men.
3. To develop their reading skills through reading short stories.

UNIT: I. GRAMMAR

1. The Bridge

UNIT: II. POETRY

1. Daffodils - William Wordsworth
2. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

1. Astrologers Day - R. K. Narayan
2. The Necklace - Guy De Maupassant

UNIT: IV. PROSE

1. I have a dream -Martin Luther King

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
3. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
4. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
5. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

BSW I	Core	Max Marks 100
		Int: 25Ext:75
Semester – I	INTRODUCTION TO	5 hrs week
17 BSWC11	PROFESSIONAL SOCIAL WORK	Credit:4

OBJECTIVES

- To help the students understand the concept and the historical evolution of social work.
- To develop their understanding about professional social work.
- To enable them to understand the status of social work education in India.

Unit-I

Social Work- Meaning, Definition, Objectives, Functions, Principles, Values and Professional Ethics. Voluntary Social work, Radical Social Work and Constructive Social Work.

Unit-II

Historical Development of Social work - UK, USA and in India. Social Work Approaches – Charity approach, Welfare approach, Right based approach, Developmental Approach.

Unit-III

Introduction to Methods of Social work -Social Case Work, Social Group Work, Community Organization, Social Welfare Administration, Social Work Research, Social Action.

Unit-IV

Introduction to Fields of social work- meaning and concept. Scope of Social Work in different fields- family, community, Health, educational, Correctional and industry.

Unit-V

Social work education in India-Nature and Status of Social Work training institutions in India. Structure and functions of IASW, NASW, ASSWI.

REFERENCES

1. Gautam.PR, 2011, Social Work and Social Development , Centurmpress
2. P.D.Misra, BeenaMisra, (2010), Social Work Profession in India, New Royal Books & Co.
3. Krishnakanth Sing (2011) An Introduction to Social Work, ABD Publishers
4. Kumar Jha (2011) An Introduction to Social Work, Anmol ,NewDelhi.
5. M.S. Gore, 2011, Social Work And Social Work Education , Rawat Publications
6. Sethurama Subbaiah, Emerging trends in social work education in India (2016)
7. Sethurama Subbiah (2011) Professional social work in India, Western Press, New York.
8. Ponnusamy. C (2011) Professional social work, Chennai.
9. Elizabet. A. Segal (2011) Professional social work, Crescent, New Delhi.
10. Louise C Johnson (2011) Social Work Practice, PHI,New Delhi.
11. Sanjay Bhattacharya (2012), Social work an integrated approach, Deep Publication PVT Ltd, New Delhi

BSW I	Core	Max Marks 100 Int: 25 Ext: 75
Semester –I	INTRODUCTION TO SOCIAL PROBLEMS	5 hrs week
17BSWC12		Credit: 4

OBJECTIVES

To expose students to the concept of social problems.

To help them understand the various social problems.

To enable them understand the social work interventions in combating the social problems.

UNIT 1

Social Problem: Definition, types, characteristics, causes.

Approaches to Social Problems: Social Pathology, Social Labeling,

Social Deviance, Social Disorganization.

UNIT- II

Poverty: Definition, causes, consequences and Programmes to eradicate poverty.

Unemployment: Definition, causes, Consequences, programmes to eradicate unemployment

Beggary: Definition, types, causes and rehabilitation.

Illiteracy -causes/effects population / Family planning/ Role of civil society

UNIT III

Dowry: Definition, Causes, Consequences

Commercial Sex Worker: Definition and meaning, types, effects.

Female infanticide /feticides, Violence against Women

UNIT IV

Child Abuse: Definition, Concept, types, causes, consequences.

Child marriage, Child Labour: Definition Causes, consequences.
 Juvenile Delinquency: Meaning, definition, causes, effect.
 Crime: Concept, Characteristics of crime, causes.

UNIT V

Corruption: Définition, cause, Conséquences.
 Human Trafficking: Definition, cause, Consequence.
 Alcohol & Substance Abuse: Definition, causes, types

REFERENCES

1. Ram Ahuja(2014), Social Problems in India,Rawat Publications,New Delhi
2. Dr. Naseem A. Azad (2016) ,Social & Economic Problems in India, ramesh publishing house, New Delhi
3. MadanG.R(2006), Indian Social Problems, Calcutta, Athmaran& Sons.
4. Dr. Sanjay Bhattacharya(2008), Social Work –Psycho-Social and Health Aspects.
5. Ahuja, Ram(2012), Social Problems in India, Jaipur, Rawat publication.
6. Rao, C.N.S. 2002 : Sociology: Primary Principles, SultanChand , Mumbai
7. Kombalum villain, Julian Joseph (2000) Social Problems Prentice Hall, Delhi

BSW I	Allied	Max Marks 100
Semester –I	BASICS OF SOCIOLOGY	Int: 25 Ext: 75
17BSWA11		6hrs week
		Credit: 5

OBJECTIVES

- To help the students understand the concepts of society.
- To facilitate their understanding about the components of society.
- To help them understand the relevance of the knowledge of society for social work practice.

UNIT I

Sociology: Definition, Meaning, Characteristics and Concept
 Society, Community, Social group, Associations, and Institution : Definition, Meaning, Characteristics, Types. Difference between : Society &Community, Association & Institution

UNIT-II

Social Processes - Meaning, Types -Co-operation, Competition, Conflict, Accommodation, and Assimilation. Meaning and Characteristics of Culture, Civilization, Customs, folkways , Mores.

UNIT-III

Social Institutions – Meaning, Primary & Secondary Institution, and Functions.
 Socialization – Definition and functions. Agencies of Socialization.

UNIT-IV

Social Stratification- Meaning, Definition, Characteristics, Types. Concept of Caste, Class, and Race, Caste System in India, Social Inclusion and Exclusion: Meaning, definition and concept.

UNIT-V

Social Control-Definition, Concept, agents of Social Control.
Social Change –Definition, concept, process, factors for Social Change.

REFERENCES

1. Shankar Rao (2011) Principles of Sociology, S.Chand, New Delhi,
2. Mandal(PD), 2011 Sociology of Social Stratification, Centurmpress, New Delhi
3. Ashok Walekar, 2012, Encyclopedia of Sociology and Social Work –I, ABD Publishers
4. Ashok Walekar, 2012, Encyclopedia of Sociology and Social Work –II, ABD Publishers
5. Rajan.R. 2011, Caste, Class and Power, Centurmpress, New Delhi

BSW I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester –I	SELF DEVELOPMENT	2 hrs week
17BSWN11		Credit: 2

OBJECTIVES

- To help students understand the concept of self and the importance of being aware of it.
- To enable them understand the ways of knowing oneself.
- To develop their skills that would help them to achieve their goals.

UNIT I

Concept of Self, Ideal self, Real Self, Self image,
Self esteem: Concept, types, importance and techniques to enhance self esteem.

UNIT II

Self awareness: JOHARI WINDOW, Importance of feedback - constructive and destructive.
Disclosure- factors influencing disclosure, Self assessment.

UNIT III

Personality: Concept, types, factors influencing personality, , measurement-Application of Rajan 12 PTI.

UNIT IV

Self development: Skills development- Empathy, Communication, Coping with stress and emotion, Problem solving.

UNIT V

Goal setting: concept of goal, importance, types: short term and long term, goal setting process (SMART)

REFERENCES

1. Betty Farber, (2000) , My Self, My Family, My Friends: 26 Experts Explore Young Children’s Self Esteem, Preschool Publication.

2. Graham Allan's (1989) Friendship: Developing a Sociological Perspective, Hemel Hempstead.
3. John G Geier, (2001), Personal Profile System: A Plan to understand Self and Others, Performax Systems International, Carlson Learning Company

BSW I	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester –II	,ilf;fhy ,yf;fpaKk; GjpdKk;	6hrs week
17BSWL21		Credit: 3

.SW - 1 gf;jp ,yf;fpak;

- | | |
|-----------------------------|-------------------------------|
| 1. jpUQhdrk;ge;jH | - Njthuk; 5 ghly;fs; |
| 2. jpUehTf;furH | - Njthuk; 5 ghly;fs; |
| 3. khzpf;fthrfH | - jpUthrfk; 4 ghly;fs; |
| 4. jpU%yH | - jpUke;jpuk; 4ghly;fs; |
| 5. nghpaho;thh; | - jpUnkhop 6 ghly;fs; |
| 6. Mz;lhs; | - jpUg;ghit 6 ghly;fs; |
| 7. ek;kho;thH | - jpUtha;nkhop 5 ghly;fs; |
| 8. ,uhkypq;fts;syhH | - jpUtUL;gh (Kjy;) 2 ghly;fs; |
| 9. mgpuhkpgl;lH
ghly;fs; | - mgpuhkpme;jhjp 2 |
| 10. rptthf;fpaH | - 5 ghly;fs; |
| 11. gl;bdj;jhH | - 5 ghly;fs; |
| 12. gj;jpufphpahH | - 5 fz;zpfs; |

\$W - 2 rpw;wpyf;fpak;

1. kPdhL;rpmk;ikgps;isj; jkpo;
2. jkpo;tpLJ}J
3. Kf;\$lw;gs;S
4. ee;jpf;fyk;gfk;
5. fypfj;Jg;guzp
6. jpUFw;whyf; FwtQ;rp

\$W - 3 GjpdK;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

1. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)

2. rpw;wpyf;fpauyhW
3. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

1. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;
kJiu-21
2. Njly;(Gjpdk;)
MrphpaH - nghd;dPyd;
epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id- 98

B.SW- I	PART – II (ENGLISH)	Max: 100 Int.: 25 Ext.: 75
Semester – II	PROSE, POETRY, SHORT STORIES,	Hours: 6
17BSWL22	GRAMMAR & COMPOSITION – II	Credits: 3

OBJECTIVES:

- 1) To introduce them to a few classics in English poetry
- 2) To develop their writing skills.
- 3) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- | | | |
|-------------------------|---|-------------|
| 1. The quality of mercy | - | Shakespeare |
| 2. Solitary Reaper | - | Wordsworth |

UNIT: III SHORT STORIES

- | | | |
|--------------------------------|---|----------------|
| 1. Refund | - | Fritz Karinthy |
| 2. Little Girls Wiser Than Men | - | Leo Tolstoy |
| 3. The Gift of Magi | - | O' Henry |

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.

4.G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

BSW I	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	INTRODUCTION TO SOCIAL CASE WORK &GROUP WORK	5 hrs week
17BSWC21		Credit: 4

OBJECTIVES

- To help the students understand the components of Social Case Work and Group Work.
- To foster their understanding about the process of Social Case Work and Group Work.
- To help them understand the applications of Social Case Work and Group Work in different settings.

Unit I

Social Case Work: Definition, Meaning, Concept, Objectives and History of Social Case work in India and Abroad. Basic components of Social Case Work - Problem, Person, Place, Process and Principles.

Unit II

Case Work Process – Study (Case recording, Interview, Collateral contacts etc) Diagnosis. Treatment (Direct & Indirect), Follow – up and termination. Relationship - nature, establishment, maintenance, termination. Transference and Counter transference. Recording in Case Work: Importance and methods.

Unit III

Social Group Work - Definition, Meaning, Concept, Scope, Objectives and history. Principles of Group Work. Dynamics of group: Group formation, Structure and Functions of group.

Unit IV

Group work Processes: Planning phase, Beginning phase, Middle phase, Ending phase. Recording in Group work: Importance and methods. Program planning in Social Group work - Meaning, principles, planning stages. Basics of Programme Laboratory (Art, Music, Storytelling, Group Discussion, Play) Roles of group worker, Skills of Social group worker.

Unit V

Application of Social Case Work in family, educational institutions, community, industries hospitals and Correctional setting.

Application of Social Group Work among children, youth, aged and women.

REFERENCES

1. Mathew, Grace,(1993), An Introduction to Social Case Work, Bombay, TISS.
2. Upadhyay,P.K. (2003), Social Case Work, New Delhi.
3. RatnaGuha, (2012) Social Work with Individual and Groups, Centrum press, New Delhi
4. Gisela, Konopka. (1970), Group Work in the Institution, New York, Associated Press.
5. Bhattacharya. S (2009), Social Case Work Administration & Development, Rawat Publications, New Delhi.
6. Charles. H. Zastrow (2009) Social Work with Groups, Cengage Learning, New Delhi
7. H.Y. Siddiqui (2008), Group Work: Theories and Practices, Rawat Publications, Jaipur.

BSW I	Core	Max Marks 100 Int: 75 Ext: 25
Semester –II	FIELD WORK	5 hrs week
17BSWC22		Credit: 4

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester –II	BASICS OF PSYCHOLOGY	6 hrs week
17BSWA21		Credit: 5

OBJECTIVES

- To help students understand the concept of behavior.
- To enable them understand the factors influencing human behavior.
- To help them understand the importance of studying human behavior.

UNIT –I

Psychology - Meaning, Definition, Scope. Branches of Psychology. Importance of Psychology in Social Work practice.

UNIT -II

Developmental Psychology: Conception, Pregnancy – Child growth & development in each trimester. Delivery -types, Importance of prenatal development. Developmental tasks in each stage: Infancy to old age. .

UNIT -III

Personality – Definition, Types of personality, Introduction to Theories of Personality, Learning and remembering: Meaning of learning - Types of learning, Learning Theories: Conditioning theory, operant conditioning theory.

UNIT –IV

Memory –Meaning, Types, Factors influencing of memory.

Behavior: Meaning, Types of behavior, factors influencing behavior.

Behavior modification: Definition and techniques.

UNIT –V

Intelligence: Meaning and definition of intelligence. Motivation - Meaning, Types of motives.- Introduction to psychological testing, Frustration - sources of frustration, Defense mechanisms – Meaning and types.

REFERENCES

1. Morgan, Clifford (1986), Introduction of Psychology, New Delhi, Tata McGrawHill
2. S..K .Mangal (2009) ,General psychology,
3. Hurlock, Elizabeth, (2002), Development Psychology, New York, McGraw Hill.
4. Hilgard& Atkinson, (1998), Introduction to Psychology, New York, HCB & Word.
5. James W. Kalat(2013)Introduction to Psychology, Wadsworth Publishing

BSW I	Non Major Elective	Max Marks 100
Semester –II	UNDERSTANDING FAMILY	Int: 25Ext: 75
17BSWN21		2 hrs week
		Credit: 2

OBJECTIVES

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT - I

Family-definition, functions and its importance. Types of family, Changing trends, Ideal family – Characteristics, Family as a socializing agent

UNIT II

Urban, Rural, Tribal families: characters, strengths and weaknesses. Joint and Nuclear family: characters, strengths and weaknesses. Status & Roles of members of family. Role conflict, generation gap.

UNIT-III

Marriage, Types of Marriage, Marriage and its role in the family process Marital problems and ways to manage it. Family Conflicts: parental conflicts-couple conflicts- relationship conflicts-: causes impact and remedies.

UNIT – IV

Family Life Education - meaning, 8 Stages: Stage 1: Family of origin experiences,Stage 2: Leaving home, Stage 3: Pre-marriage stage, Stage 4: Childless couple stage,Family Life

Education: Stage 5: Family with young children, Stage 6. Family with adolescents, Stage 7: Launching children, Stage 8: Later family life

UNIT V

Positive Parenting, Counseling: family counseling / Pre marital counseling

REFERENCES

1. CarterBetly& Monica, M (Ed.), (1999), Expanded Family Life Cycle: Individual, Family and Social Perspectives, Allyn and Bacol.
2. Collins, Donald, et al, (1999), Introduction to Family Social Work, Peacock Publications.
3. Boss, Pauline, (1988), Family Stress Management, California, Sage Publications.
4. Desai, Murali, (1974), Marital Problems - Treatment and Legislation Analysis in India, Bombay, TISS.

BSW II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester –III	fhg;gpa ,yf;fpaKk; ehlfKk;	6 hrs week
17BSWL31		Credit: 3

\$W - 1 fhg;gpa ,yf;fpak;

1. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
2. kzpNkfiy -Japy; vOg;gpafhij
3. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
1. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; -
fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

- MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98
1. ahUf;fhf gilj;jhd;?
 2. Mf;fpdp MW
 3. \$L NjLk; gwitfs;
 4. FUNrj;jpuq;fs; Xa;tjpy;iy
 5. Kd;Dk; gpd;Dk;
 6. xU jPHg;G

\$W - 4 jkpo; ,yf;fzk; -

- mzp tiffs;> gh tiffs;
1. ctikazp 1 ntz;gh

2. cUtmzp 2 Mrphpag;gh
3. gpwpJnkhopjy; mzp 3 fypg;gh
4. jw;Fwpg;Ngw;wmzp 4 tQ;rpg;gh
5. caHTetpw;rpmzp
6. rpNyilmzp
7. tQ;rg; Gfo;r;rpmzp

§W - 5 jkpo; ,yf;fpatuyhW

1. fhg;gpa ,yf;fpatuyhW
 m. lk;ngUk; fhg;gpaq;fs;
 M. IQrpWq; fhg;gpaq;fs;
2. ehlf ,yf;fpa tuyhW

B.SW - II	PART – II (ENGLISH)	Max: 100
		Int.: 25 Ext.: 75
Semester – III	PROSE, POETRY, SHORT STORIES,	Hours: 6
17BSWL32	GRAMMAR & COMPOSITION – III	Credits: 3

OBJECTIVES:

1. To introduce the functional grammar to the students.
2. To expose creative writing to the students.
3. To enhance students’ communication skills.

UNIT: I PROSE

- 1) University days – James Thurber
- 2) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 1) Night of the scorpion-Nissim Ezekiel
- 2) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 1) Karma-Kushwant Singh
- 2) Two gentle men of Verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct and Indirect Speech, Conjunction, Adverb, Adjectives, Pronouns

UNIT: V COMPOSITION

Note making, Essay Writing, Describe a Place, Person and Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 1) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 2) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.
- 3) Dr. S.Vincent. (Ed) Let’s Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 4) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

BSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester –II	INTRODUCTION TO SOCIAL LEGISLATION	5 hrs week
17BSWC31		Credit: 4

OBJECTIVES

- To expose students to the drivers of social legislation.
- To introduce students with the laws related to social problems
- To enable them understand the importance of social legislations.

UNIT I

Legislation – Concept, Meaning and Definition. Social Legislation - Meaning and Definition.. Fundamental rights, Directive Principles of State Policy

UNIT II

Introduction- Divorce, Maintenance, Guardianship and Succession. Legislation related to Marriage – Salient Features of Hindu Marriage Act, Muslim marriage Act, Christian Marriage Act and Special marriage Act. Family Court.

UNIT III

Legislation related to Children – Salient feature of Juvenile Justice Care & Protection Act 2000 and Recent Amendments, The Prohibition of Child Marriage Act, 2006, Child Labour Prohibition and Regulation Act, Protection of Children from Sexual Offences Act, 2012, Legislation related to Women- Dowry Prohibition Act, The Domestic Violence Act, and Medical Termination of Pregnancy Act 1971. Pre-conception & Prenatal Diagnostic Technique Act 1994.

UNIT IV

Legislation related to amelioration of social problems- The Prevention of Atrocities against SC's and ST's Act, The Protection of Civil Rights Act, The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995

UNIT V

Right to Information Act. Right of Education Act, **Consumer** Protection Act. PIL,

Legal Service Authority Act, Para legal aid, Need for legal aid clinic. The Human Rights Act 1993, The Prohibition of Employment as Manual Scavengers and Rehabilitation Act 2013 and Maintenance of Senior Citizen Act 2007

*Acts are subjected to changes and Amendments.

REFERENCES

1. Chaudhary, RNP, (2005), Consumer Protection Law, New Delhi, Deep & Deep Publications.
2. Diwan, P & Diwan P. (1994), Children and Legal Protection, New Delhi, Deep & Deep Publication
3. Velayutham, K. Shanmuga (1998) Social Legislation and Social Change. Vazhga Valamudan Publishers, Chennai
4. Gangrade K.D (2010), Social Legislation in India, D.K. publishers, New Delhi.
5. Raj Singh (2000), Rural development and social legislation, World Bank service, Delhi

BSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester –III	INTRODUCTION TO	5 hrs week
17 BSWC32	SOCIAL WELFARE ADMINISTRATION	Credit: 4

OBJECTIVES

- To introduce students to the concepts of administration.
- To familiarize students with administrative process.
- To enable students to understand the functions of social welfare ministries.

UNIT -I

Social Policy, Social welfare, Social Defence, – Concept .

Administration - Meaning, Definition and characteristics.

Social Welfare Administration – Definition, Nature and scope.

UNIT -II

Ministry of Social Justice and Empowerment: History, structure and Functions.

Functions of Department of Social Justice and Empowerment , Department of Disability Affairs,

Ministry of Women & Child Development : History, Function

Structure and functions of Department of Social Welfare: Central Social Welfare Board, State Social Welfare Board and District Social Welfare Board.

UNIT-III

Basic Administrative Processes - Planning, Organizing, Staffing, Decision making, Co-ordination, Recording and Budgeting,

UNIT-IV

Personnel Administration - Staff selection, Induction, Training, Orientation, Placement, Service conditions, Discipline, Staff morale, Supervision and Evaluation.

UNIT-V

Public Relations – Meaning, need, Principles, use of different media. Fund raising. Communication system in the office. Application of computers and Records management in office.

REFERENCES

1. Shankar Pathak (2012) Social Work and Social Welfare, Nirmal Pub
2. Kumar Jha(2002) Encyclopaedia of Social Work: Social Welfare and Social Work, Anmol, New Delhi
3. Goel(SL), 2010, Social Welfare Administration- Vol1 & Vol 2 Deep & Deep.
4. Sanjay Bhattacharya, 2009, Social Work Administration and Development Raual Jaipur. ABD Publishers.
5. Sachdeva D.R. Social welfare administration in india(2009)kitab mahal publishers

BSW II	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – III	BASIC COMMUNICATION SKILLS FOR SOCIAL WORK PRACTICE	2 hrs week
17 BSWS31		Credit: 2

OBJECTIVES

- To expose students to the importance of communication.
- To help them understand building effective communication.
- To strengthen their skills in communication to person and group.

UNIT I

Communication- Definition, Need and importance, Include zones of communication. Types of Communication: Group Communication, Mass Communication. Communication Culture, Sociological view of Communication

UNIT II

Building effective communication- Johari Window, Transactional Analysis. Skills for effective communication - Listening, Observing, Language, Writing.

UNIT III

Communication to a Person: Conversation – objectives and strategies , Interviewing skills- interviewing Tips, Technique, Questionnaire, types, Body Language-meaning, Types.

UNIT IV

Communication to a Group and masses: Public speaking, Poster making, Mime show, Puppet show, Scripts for Street theatre, Drama: Enacting a Drama on social themes.

UNIT V

Script for Public Speaking Documentation, Awareness songs – Steps, Principles and importance. Advertisement - Script writing, Report writing

REFERENCES

1. Pamela Trevithick (2013). Social Work Skills and Knowledge, Rawat pub, New Delhi.
2. Juliet Koprowska (2007) communication and interpersonal skills in Social Work, Learning matters.
3. Sudha Datar et al(2010). Skill training for Social Workers – A Manual. Sage Pub.
4. Juliet Koprowska, 2007, communication and Interpersonal skills in social work, Learning.
5. Datar, sudha; Bawikar, Ruma; Rao, Geeta; Nagmani; Masdekar,Ujwala; 2010, Skill Training For Social Workers : A Manual First Edition, SAGE Publications India Pvt Ltd
6. Kumar, Keval, (2004) Mass Communication in India, Jaco Publishing House, Delhi
7. Allan Pease, 2006 : Body Language , Pease International, Australia

BSW III	Skill Based	Max Marks 100
Semester –III	IT SKILLS FOR SOCIAL WORKERS	Int: 25 Ext: 75
17BSWS32		2 hrs week
		Credit: 2

OBJECTIVES

- To understand the basics of computer.
- To acquire knowledge of MS word, Excel, Power Point and SPSS
- To learn the usages of computer in social work profession

UNIT I

Introduction to computers – Generations of computers – Classification of computers – application of computers. Computer Architecture – personal computer – Hardware / Software – operating systems – computer languages.

UNIT II

Starting Windows – desktop – mouse – window maximizing, minimizing, restoring & closing a window. Using the start menu – control panel – windows explorer – copying, moving files – finding files or folders.

UNIT III

Starting word – creating a document – saving, printing, resaving and closing a document. Editing a document – move and copy text – Formatting Text and paragraph – finding and replacing text and checking spelling – mail merge.

UNIT IV

Worksheet - Excel – getting started with Excel. Entering numbers – entering formula – editing cells and using commands and functions – moving and copying. Inserting and deleting rows and columns – creating charts – Data base in a Worksheet.

UNITV

Power point – slides – inserting new slides – clip arts – power point views – running a slide show – printing a presentations – format options – editing features. Internet – web browsers – email – search engines – chatting. Introduction to data analysis – analysis of data through computer software – introduction to SPSS – variable list – variable code - value code – cross tabulation – simple statistical analysis.

REFERENCES

1. Ritu Choudhary (2011) Operating systems. Centrum Press, New Delhi.
2. Vasanthi Ramanathan (2007) Computer application in Business, Meenakshi pathipagam.
3. The Institute of Chartered Accountants in India (2015) Information Technology Training Programme Module 1, New Delhi
4. Taxali R.K (2005) PC Software for Windows, New Delhi, McGraw Company.
5. Jeff Walden ,More File Formats for Popular PC Software, New Delhi,Wiley
6. Stanley R. Trost , The best of IBM PC Software, New Delhi, SYBEX,

BSW II	Skill Based	Max Marks 100
Semester –III	LIFE SKILLS EDUCATION	Int: 25 Ext: 75
17BSWS33		2 hrs week
		Credit: 2

OBJECTIVES:

- To help the students understand self.
- To help them equip thinking skill, problem solving skill, coping skill
- To strengthen their Life skills.

UNIT I:

Life Skills: Importance, Category Of Skills.

Self Awareness: Concept Of Self, Self Awareness- Johari Window, Concept Of Ideal And Real Self, Inferiority Complex.

UNIT II

Relationship Management: Importance, Expectations, Conflicts, Nurturing Relationship.

Communication: Objectives And Types: Passive, Aggressive And Assertive Communication.

UNITII

Empathy: Concept Of Empathy, Importance, Development Of Empathy.

Thinking Skills: Creative And Critical Thinking, Strategies To Develop These Skills.

UNIT IV

Coping Skills: Understanding Emotions And Stress, Strategies To Manage Emotions And Stress Effectively. Stress Management Techniques.

UNIT V

Problem Solving: Concept Of Problem, Problem Analysis, Problem Solving Techniques. Decision Making: Problems In Making Decisions, Decision Making Techniques.

References:

Centre for Field Assistance and Applied Research (2001), **Life Skills Manual**, Washington, Peace Corps.

BSW II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester –IV	goe;jkpo; ,yf;fpaKk; ciueilAk;	6 hrs week
17BSWL41		Credit: 3

\$W : 1 A gj;Jg;ghl;L
neLey;thil KOtJk;

1 B vl;Lj;njhif

ew;wpiz – 1> 16> 22 (3 ghly;fs;)
FWe;njhif – 7> 8> 27> 44> 69 (5 ghly;fs;)
lq;FWE}W – Gwtzpg;gJ (5 ghly;fs;)
fypj;njhif – 1> 6> 9> 11 (4 ghly;fs;)
mfehD}W – 122> 127> 170 (3 ghly;fs;)
GwehD}W – 8> 9> 74> 100> 109 (5 ghly;fs;)

\$W : 2 mw ,yf;fpak;
2.A. jpUf;Fws;

- 1) nra;e;ed;wpawpjy; (mjpfhuk; - 11)
- 2) fhykwpjy; - (mjpfhuk; - 40)
- 3) Fwpg;gwpjy; (mjpfhuk; - 71)

2. B ehybahH – fy;tp – Kjy; -5 ghly;fs;

\$W : 3 ciueil (fl;Liu; njhFg;G

1. gz;ila ciuhrphpah;fs; -c.Nt.rhkp ehj ma;ah;
2. nghOJ NghfypNa -t.uhkrhkp
3. CUk; ngUk; -uh.NrJgps;is
4. mwptpaYk; fiyAk; -K.tujuhrdhH
5. rq;f newpfs; -t.Rg.khzpf;fk;
6. rpl;Lf;FUtp -ghujpahH
7. neQ;rpdy; gplog;gpdhs; -Rfp.rptk;
8. md;G -mg;Jy; ufpk;
9. mfq;fhu jkpo; -rh.khlrhkp
10. jkpo; ,yf;fpa tsHr;rpapy;
eifr;Ritapd; gq;F - -K.Kj;ijah

\$W : 4 ,yf;fzk; nghUs; :

- m. mfg;nghUs; mfj;jpizfs;
M. Gwg;nghUs; Gwj;jpizfs;
,. Gilg;ghw;wy; (ftpij Gidjy; jpiug;gl tpkh;rdk;
Gj;jf kjpg;Giu)

\$W : 5 ,yf;fpatuyhW

- m. vl;Lj;njhif
M. gj;Jg;ghl;L
,. mw ,yf;fpak;(gjpnoz;fPo;fzf;F)

ghLE}y;fs;: gjpg;Gj;Jiw kJiu fhkuh[h; gy;fiyf;fofk;

BSW-II	PART – II (ENGLISH)	Max: 100
Semester – IV	NOVEL AND ENGLISH FOR COMPETITIVE EXAMINATION	Int.: 25 Ext.: 75
17BSWL42		Hours: 6
		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

BSW II	Core	Max Marks 100 Int: 25Ext:75
Semester – IV	INTRODUCTION TO COMMUNITY ORGANISATION	5 hrs week
17BSWC41		Credit:4

OBJECTIVES

- To expose students to the concept of community and community organization.
- To help them understanding the community dynamics.
- To strengthen their understanding about role of community organizer.

UNIT - I

Definition of community. Characteristics of community, Types of community, History of Community organization In USA, UK, India

UNIT - II

Community Organization -Definition, objectives, assumption and Principles-M.G.Ross,Methods in community organization,Difference between community development and community Organization

UNIT IIISocial Action- Definition, Meaning and Forms.Phases in community organization:Study, Analysis, Assessment, Decision Making, Organization. Tools and models of community organization

UNIT - IV

Community Leadership-Definition, Meaning, Types & Functions.Power structure in the community, Qualities of Social leader.Conflict resolution- meaning, definition, methods.

UNIT - V

Role of community organizer. Application of community organization methods in Rural and Urban areas, during disasters and civil conflicts. Skills of community organizer

REFERENCES

1. Janagamika, 2010-Social Problems: Community Policy and Social Action, Nauguge.
2. Patel(AK),2010, Methods of Social Work, Crescent, New.
3. Pradeep Kumar Johri, 2005, Social Work for Community Development, Anmol.
4. Thomas William .A, Dr. A.J. Christopher (2016)Community Organization and Social Action ,himalaya publishing house , Chennai.
5. Yadav .C.P- 2012- Encyclopaedia of Social Work : Social Work & Community Organization, Anmol, New Delhi.
6. Asha Ramagonda Patil,2013 Community Organization and Development: An Indian Perspective , PHI Learning
7. Patil A.R (2012), Community Organization and Development: An Indian Perspective, Prentice Hall India Learning Private Limited, New Delhi.

BSW II	Core	Max Marks 100 Int: 25 Ext: 75
Semester –IV	SOCIAL WORK RESEARCH FOR BEGINNERS	5 hrs week
17BSWC42		Credit: 5

OBJECTIVES

- To help students understand concept of social work research
- To familiarize them with the methodology of conducting research.
- To orient them about the application of statistics in social work research.

Unit – I

Scientific Method- Meaning and Concept. Social Science research: Meaning, definition Social work Research –Definition, Meaning and Objectives. History of Social Work Research in India.

Unit – II

Identification and Formulation of a research problem. Hypotheses –Meaning and definition. Importance of Review of Literature.

Unit – III

Research Design – Meaning, definition. Types of Research Design –Exploratory, Descriptive, Survey design

Sampling – Meaning, definition. Types of Sampling – Probability: Simple random and stratified random and Non-probability: Purposive, Snowballing

Unit – IV

Data Collection – Methods and Tools – Observation, Interview, Interview Guide, Interview Schedule, Questionnaire. Pilot Study and Pre-test.

Unit – V

Statistics – Meaning and Importance. Central Tendency – Mean, Median and Mode. Measure of Dispersion-quartile deviation, standard deviation. Diagrammatic and graphic representation of data – Histogram, Bar diagram, Pie diagram. Research Report Writing – Chapterization and bibliography .Uses of Computer

REFERENCES

1. Allen Rubin, 2010, Methodology for Social Work Research, Cengage.
2. Gupta. S.P (2005), Fundamental of Statistics, New Delhi, Sulthan Chand.
3. Kothari.C.R(2011)Research Methodology, New Age International Publishers
4. Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
5. P.N.Narayana Raja(2009), Knowing and Doing Research, By the Authur
6. Krishnaswamy, Ranganathan, Methodology of recharge in social science 2009, Himalaya Publishing house, Mumbai
7. Anthea.W & Tressla S(2014). Research made easy for beginners. Grace Pub.
8. Kothari C.R (2010). Research Methodology Methods and Techniques, New Age International Publishers, New Delhi.
9. Mustafa.A(2015). Research Methodology, Aitbs Publishers, India
10. Ram Ahuja (2009). Research Methods, Rawat Pub. India
11. Sherr L.J(2009) Research methods and statistics. Cengage learning, New Delhi

BSW II	Allied	Max Marks 100 Int: 75 Ext: 25
Semester –IV	FIELD WORK	6 hrs week
17BSWA41		Credit: 5

OBJECTIVES

- To provide exposure to the field realities for the students through observation visits.
- To help them understand the scope for social work practice in different settings
- To develop and strengthen the professional competence of the students.

BSW II	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
17 BSWS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, prefix & suffix, suitable articles, prepositions, question tag, substituting with a single word, correct the errors. 12 types of tenses, Active and Passive voice.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
3. Sura’s year book, Published by Sura College of competition, Chennai.
4. Manorama year book, 2008 onwards
5. General knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition success review, Editor & Publisher, K. Sachdeva, Pvt. Ltd., New Delhi – 110008
2. Chronicle – Publisher, Editor – N.N. Ojha, Chronicle publication, Noida – 201 301 (U.P.)
3. Frontier Lines Editor – in – Chief, N.Ram, The Hindu
4. Competition Affairs Editor – Balvinder

BSW III	Core	Max Marks 100 Int: 25 Ext: 75
Semester- V 17BSWC51	INTRODUCTION TO SOCIAL WORK IN COMMUNITY	5 hrs week Credit: 5

OBJECTIVES

- To expose students to the concept of community and community development.
- To help them understand the problems relating to rural and urban life.
- To develop insight into the structure and functions of rural and urban bodies.

UNIT – I

Development – Meaning, development indicators, Sustainable development
Community Development - Concept, Definition, Meaning, History, Need, Objectives.

Rural Community Development: Meaning, definition
 Urban Community Development : Meaning, definition

UNIT II

Rural Development in India - Origin and background - Srineketan, Marthandam, Firka Development, and Etowah Pilot Project. structure and functions of rural local bodies (73rd Amendment). Problems of Rural people in relation to Agriculture, Employment, Education, Water and Health.

UNIT - III

Urban Area: Town, City, Metropolis, Suburbs, Satellite towns -Meaning and characteristics. Urban Community Development - Scope, structure and functions of local bodies (74th Amendment). Problems of Urban life with reference to pollution and waste management.

UNIT – IV

Tribal community development – meaning, definition, structure and functions of Governing bodies. Problems of tribal in relation to Basic amenities, education and culture.

Slum - Meaning, definition, History and problems. Role of slum clearance board.

UNIT – V

Rural Community Development Programmes - Swarnajayanti Gram Swarozgar Yojana, National Rural Livelihood Mission, PURA [2004-05], National Social Assistance Programme, Indira Awaas Yojana

Urban development programmes- Jawaharlal Nehru National Urban Renewal Mission. Introduction to AMRUT- Atal mission for urban rejuvenation & Transformation.

Urban basic services, Prime Minister's Integrated Urban Poverty Eradication Programme.

SMART cities, SWATCH BHARAT , National Urban Livelihood mission

Tribal welfare programmes -Integrated Tribal Development Project (ITDP).

REFERENCES

1. Vasanthdesai (2011), Rural Development in India, Himalaya Publications
2. R.N.Sharma(2010), Urban Sociology, Kishalaya, New Delhi
3. Archana Ghosh (2015), Urban Environment Management: Local Government and Community Action, Concept Publishing Company Pvt. Ltd,
4. Jerry W. Robinson, Gary Paul Green (2010) - Introduction to Community Development Theory, Practice, and Service-Learning, sage publications, ND
5. Soubhagya Ranjan Padhi and Biswajita Padhy (2009), Tribal Development In India: Contemporary Issues And Perspectives, Manglam Publications, ND
6. Ahluwalia, (2014), Urbanization in India, Sage publications, New Delhi

BSW III	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	INTRODUCTION TO SOCIAL WORK IN HEALTH SETTING	5 hrs week
17BSWC52		Credit: 5

OBJECTIVES

- To familiarize them with the concept of Public Health.
- To help students understand the concept of Mental health and Community health.
- To expose students in the field of Medical social work.

UNIT I

Health - Meaning and definition. Public Health -Meaning, Definition, Objectives and functions.Hospital Administration - Definition, Meaning, Types, Functions and its importance. Difference between Hospital Administration and General Administration. Social worker as a member in Multi- disciplinary team.

UNIT - II

Medical Social Work - Definition and meaning, Communicable disease and Non Communicable disease- Concept and Types,
Symptoms of diseases - Leprosy, Cancer, Diabetes, STD, AIDS, Tuberculosis, Dengue.
Alcoholism , Tele Medicine, Role of Medical Social Worker.

UNIT - III

Mental Health - Meaning and Definition. Mental illness – Causes, Types, characteristics of Neurosis and Psychosis. Mental Retardation- Causes, Types, characteristics. Developmental disorders: ADHD/Cerebral Palsy/Autism/ Down Syndrome and Learning Disabilities, School Mental Health, Community Mental Health.

UNIT – IV

Psychiatric Social Work - Meaning and Definition. Role of Psychiatric social worker in general.
Community Health- meaning and concept, Community Psychiatry, Tele Psychiatry, Health education – Meaning, Definition and importance health education

UNIT - V

National Health Policy, Health Programs in India: National Rural Health Mission (NRHM): incorporating Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy, National Urban Health Mission (NUHM), Reproductive and Child Health Programme (RCH), National AIDS Control Programme (NACP), World Health Organization (WHO), National Mental Health Program (NMHP) 1982.

REFERENCES

1. Madhunagla(2014),Sociology of Health,Sage,New Delhi,2014
2. B.Singh(2011),Rural development planning and panchayat raj system,Signs publication company,NewDelhi
3. Vasant desai(2012),Rural Development in India,Himalaya Publications , New Delhi
4. Sarathy R.P(2012),Rural sociology,Pearson,Chennai
5. Park and Park (2015), Textbook on Preventive and Social Medicine, 23e, Bhanat.
6. Ahuja .N, (2009), A Short Textbook on Psychiatry, Jaypee, NewDelhi.

BSW III	Core	Max Marks 100 Int: 25 Ext: 75
Semester –V	INTRODUCTION TO SOCIAL WORK WITH FAMILY	5 hrs week
17BSWC53		Credit: 5

Objectives:

- To help students understand the concept of family.
- To orient them about the various issues relating to family.
- To enable them understand the strategies to strengthen the family

UNIT – I

Marriage: Meaning and Definition. Types of Marriage, Role of Marriage in Family Process.
Family – Meaning and Definition. Origin, structure, values, functions and its importance

UNIT – II

Types of Family: Joint Family, Nuclear Family, Extended family and its characters, strengths
Family Tree (Pedigree): Need for family Tree,
Role of family in the development of its members. Changing pattern of family. Single parent family and its problems.

UNIT – III

Family Disorganization – Causes, Impact and remedial measures,
Marital problems and ways to manage it. Communication in families. Families with problems and ways to manage them. Family as change agent for individuals

UNIT – IV

Importance of Family in Individual's Development, Parenting Styles in developing children.
Family Welfare – Planning, Programming and Methods of Family Planning – Temporary and Permanent. Family welfare programmes.

UNIT – V

Social Work Interventions: Family Life Education - meaning, objectives. Counseling: Premarital counseling, Family Counseling, Family counseling centre in Tamil Nadu. National and international Organizations working for family welfare.

References:

1. Sharon Ballard, (2012), Family life Education with diverse population, Publication, New Delhi
2. Murali Desai (2000), Family and interventions, Tata institute of social Institutions, Mumbai
3. Usha .S (2009), Family Law, Usha publications, Pune.
4. Tulsi Patel (2005), The Family in India, Vel publishers, Madurai
5. Shankar Pathak, (2012), Social Work and Social welfare, Nirmal publications, New Delhi
6. Vidhya bushan (2014) ED, Introduction to Sociology, Sultan Publishers

BSW III	Core	Max Marks 100 Int: 75 Ext: 25
Semester – V	FIELD WORK	5 hrs week
17BSWC54		Credit: 5

OBJECTIVES

- To expose students in field realities through issue based for the students
- To help students understand the scopes for the social work practice in different Issue based
- To strengthen students professional competence of the students.

BSW III	Allied	Max Marks 100 Int: 25 Ext:75
Semester – V	BASICS OF COUNSELLING	6 hrs week
17BSWA51		Credit:5

OBJECTIVES

- To expose students to the concept of counselling and its needs
- To familiarize them with process of counselling.
- To orient them about the application of counselling in social work practice.

UNIT-I

Counselling- Definition, Meaning & Need for counselling. Difference between counselling, advice, guidance and psycho therapy –relaxation therapy.

UNIT-II

Principles of counselling: Authenticity and congruence, Participation, Individualization, Confidentiality, Communication, Acceptance, Self Confidence, Self awareness and Non judgmental attitude –

UNIT-III

Skills of a counselor-stage I - Pre-helping phase-Primary level accurate empathy, Genuineness, Respect and concreteness- Stage II Skills: advance accurate empathy, self disclosure , confrontation, Immediacy, Stage III skills- Identification of Problem, Goal setting, means, feed back and follow up.

UNIT-IV

Counselling responses: Interpretation, Probing, Supportive, Evaluative and Understanding. Counselling process- 1- Clarifying the problem and goals for counselling, 2- Structuring the counselling relationship and procedures, 3-Building a deeper relationship, 4-Exploring feelings, behavior or thoughts, 5- Deciding on some plans of action, trying these out and evaluating them, 6-Terminating the relationship.

UNIT-V

Scope of counselling in different fields: Marital and family, School counselling, crisis counselling- AIDS counselling. Counselling with aged and employees.

REFERENCES

1. Barki B.C. & Mukhopadhyay. (1998), Guidance and Counselling- A Manual, New Sterling Publisers Pvt.Ltd.
2. Ackerman.W Nathan, Psychodynamics of Family Life, New York, Basic Books Inc.
3. Antony John (2003), Skills of Counselling, Dindigul, Anugraha Publications.
4. Vishala, (2012) Guidance & Counselling, BloomsBury Book, New Delhi
5. Richard Nelson (2003), Basic Counselling Skills, Sage Publication, New Delhi

BSW III	Skill Based	Max Marks 100
Semester –V	GOVERNMENT POLICIES AND PROGRAMMES	Int: 25 Ext: 75
17BSWS51		2 hrs week
		Credit: 2

OBJECTIVES

- To help students understand development Policies.

- To foster their understanding about the development programmes.

UNIT I –

Development – meaning and concept , development policies in India .Introduction to various ministries working for women,children, rural,urban,sc/st, backward classes.

UNIT II

Rural development Programmes -,Pradhan Mantri Gram SadakYojana,Swarnjayanti Gram SwarozgarYojanaIndiraAawasYojna,Mahatma Gandhi National Rural Employment Guarantee Act-2005,pura

UNIT III

Urban developentProgrammes–JNNURM- Jawarharlal Nehru national urban renewal mission ,UIDSSMT- urban infrastructure development scheme for small and medium towns,NUIS- National urban information system

UNIT IV

Women development programmes- Support to Training and Employment Programme for Women (STEP),National Mission for Empowerment of Women (NMEW),RashtriyaMahilaKosh (RMK) ,National Maternity Benefits Scheme (NMBS)

UNIT V

Child development programmes-
Reproductive and Child Health Programme. UDAY FOUNDATION, SAVE THE CHILDREN, CASA.

REFERENCES

1. Gautam P.R., Singh R.S, Social Work and Social Policy (Concepts and Methods), Centrum Press, New Delhi, 2011. 1st Edition
2. Bhartiya.K.Anoop. Kumar Singh Dinesh, Social Policy in India, New Royal
3. Book Company, Lucknow, 2003.
4. <http://india.gov.in/my-government/schemes>
5. Agarwal,A.N,2001: Indian Economy: Nature, Problem & Progress, Vikas Publishing House, New Delhi.

BSW III	Core	Max Marks 100 Int: 25 Ext: 75
Semester –VI	INTRODUCTION TO SOCIAL WORK IN	5 hrs week
17 BSWC61	INDUSTRIES	Credit: 4

OBJECTIVES

- To understand the growth and importance of Industries in India.
- To understand the existing welfare measures in Industries.
- To familiarize to the application of social case work as method to deal with laborer problems in industries.

UNIT –I

Industry - Meaning and Definition, Growth and Importance of Industries in India. Concept of Employee. Importance of Employee and employer relationship.

UNIT -II

Labour Problems in India with specific reference to absenteeism, Indiscipline, Alcoholism and Drug addiction, Technology Addiction, Role of Trade Union in resolving the Labour. Application of Social Case Work and Group Work in Industry with reference to absenteeism, indiscipline, alcoholism and drug addiction.

UNIT -III

Industrial Social Work - Meaning and definition, Objectives, Importance and Role of Industrial social worker. Digitalization in Industries and role of social worker in educating the workers (Concept of Workers Education).

UNIT - IV

Employee Welfare - Meaning, Need and importance, Scope, Principles. Welfare benefits in Indian Industries. Factories Act, Social security Benefits, Industrial Accidents, Occupational Diseases (Reference to I, II & III schedules of Factories Act), Safety Administration. Welfares in IT industries and MNC's. TamilNadu Safety Officers Rules 2005 and The Tamil Nadu Welfare Officers Rule 1953 can be included

UNIT – V

The Companies Act 2013, Clause 135 and Schedule VII. Case studies of successful implementation of CSR initiatives like- Wipro, Saint Gobin, Sesa, Sterlite etc.

REFERENCES

1. Pylee M.V (2007) Industrial Relation and Personnel Management, Vikas Publishers, New Delhi.
2. Vasan Desai (2011) Small – Scale Industries and Entrepreneurship, Himalaya, New Delhi.
3. Padhi P.k. (2012) Labour and Industrial Law, PHI, New Delhi.
4. Purekar. S. D(2011) Labour Welfare Trade Union and Industries Relations, Himalaya, New Delhi
5. Moorthy, M.V (1968), Principles of Labour Welfare, Vishak, Gupta Brothers.
6. Sarma, A.M (1995), Aspects of Labour Welfare and Social Security, Mumbai, Himalaya Publications.
7. Tyagi, B.P (1996), Labour Economics and Social Welfare, Meerut, JaiPrakashNath.
8. Memoria C B, (2005), Dynamics of Industrial Relations, Mumbai, Himalaya Publications.

BSW III	Core	Max Marks 100
Semester –VI	FIELD WORK	Int: 75 Ext: 25
17BSWC62		5 hrs week
		Credit: 4

Objectives

- To expose the students to the practical realities in the field.
- To enable them to practice the social work methodologies.
- To strengthen the professional competence of the students

Field work will be offered in a daily and full time basis in an agency selected to provide a satisfactory learning experience for 16 days (including holidays) in a social welfare /development organization, educational institution, community setting (slums, villages). It is designed to give the trainees continuity of work experience.

BSW III	Elective	Max Marks 100 External:100
Semester –VI	RESEARCH PROJECT	6 hrs week
17BSWE61		Credit: 5

OBJECTIVES

- To enable them gain the experience of conducting research.
- To strengthen their competence in conducting research in the field.
- To strengthen their skills in writing research reports.

Each candidate is expected to select a research problem in the selected field of social work and prepare a research design by the end of 5th semester in consultation with the research supervisor. A copy of the report shall be submitted to the department on or before 31st March in the sixth semester.

BSW III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	WOMEN AND DEVELOPMENT	6 hrs week
17BSWE62		Credit: 5

OBJECTIVES

- To orient students status of women in India.
- To make the students understand the Issues related to Women.
- To help students understand the programmes and schemes related to women.

UNIT- I

Women : Status of Women in India-Women’s Movements – Pre – independent, Post – independent and Current women’s movements.

UNIT- II

Women and Health: Health status of women in India – Mortality and Morbidity factors influencing health – Nutrition and health, Reproductive health – HIV and AIDS control program.

UNIT -III

Changing role of women – Marriage – Single parent – Motherhood – Widows. Women entrepreneurship: Self help Group. Managing personal and professional roles.

UNIT –IV

Indian Constitution and provisions relating to women. , Violence against, women ,Legal protection , Family Courts , Rights of the women, National Commission for Women.

UNIT – V

Women Development approaches in Indian Five – Year Plans , women and leadership – Panchayath Raj – Political Role and Participation – NGOs and Women Development – National and International Funding Agencies.

REFERENCES

1. Sagar Rajive, Delhi, 2010, Women and Professional Development in India,.
2. Pruthi, Raj Kumar; Rameshwari Devi and Romila Pruthi (2001). Status and Position of Women: In Ancient, Medieval and Modern India. Vedam books.
3. Ela.R. Bhatt (2006) We Are Poor but So Many: The Story of Self-Employed Women in India Oxford University Press, New York.
4. Vina Mazumdar (2011) Education, Equality and Development: Persistent Paradoxes in Indian Women's History, Pearson Publications, Bangalore.
5. Pamela Paxton & Melanie M. Hughes (2014) Women, Politics, and Power- A Global Perspective- Sage Publication, New Delhi.

BSW III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	YOUTH DEVELOPMENT	6 hrs week
17BSWE63		Credit: 5

OBJECTIVES

- To orient students basic concepts related to youth development.
- To make the students understand the problems of youths.
- To help students understand the programmes for youth development.

UNIT I

Youth – Meaning, definition, classification. Concept of Youth Welfare, Youth in Contemporary Indian society.

UNIT II

Problems of Youth – Biological, Psychological, Sociological, Cultural, Physical, Educational, Occupational and Recreational.

UNIT III

Youth leadership development: Leadership types, Programmes to improve leadership, Youth rights, Youth culture, Youth movements

UNIT IV

Youth policies and programmes: Youth clubs, Youth forums, Youth hostels, National Service Scheme, National Cadet Corps, Scouts and Guides, Youth exchange program,. Youth and Sports Policy.

UNIT V

National Organizations -. Nehru Yuvak Kendra, YMCA ,YWCA, VishwaYuvak Kendra , Rajiv Ghandhi National Institute of youth Development--Structure and functions.

REFERENCES

1. SimhadriC.Yedla (1989), Development of Emerging World Youth, Delhi, Mittal Publications.
2. Hassan, M.K(1985), Prejudice in Indian Youth, New Delhi, Classical Publishing Company.
3. Sankar Deha (2010), Indian Youth in Transforming World, Sage Publication, New Delhi.
4. Usha S. Naidu(2010), Health Situation of Youth in India, Sage publication, New Delhi.
5. Bula Bhadra (2014), Sociology of Childhood & Youth, Sage Publication, New Delhi.

BSW III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester –VI	CHILD PROTECTION	6 hrs week
17BSWE64		Credit: 5

OBJECTIVES

- To orient students basic concepts related to Child Protection.
- To make the students understand the Issues related to Children.
- To help students understand the programmes and schemes related to Child Protection.

UNIT I

Child: Definition, Status of Children in India/world, Child Protection: meaning, definition, nature, Need for child Protection.

UNIT -II

Child Abuse: Definition, concept. Types of Child Abuse: Child trafficking, Child labour, Violence, Child marriage, sexual abuse, corporal Punishments. Interventions for Child Abuse.

UNIT –III

Child Protection and rights of the children: **United Nations Convention on the Rights of the Child** (UNCRC), Policies for Children, Integrated child protection scheme, JJ Act 2015

UNIT – IV

Child Protection: Role of Family, Role of Teachers (Positive discipline, Mentoring style), Role Of NGO, Role of Government, Role of Social Worker in Child Protection, The procedures to rescue and rehabilitate

Resilience: Meaning, Importance, building resilience among children

UNIT – V

Agencies working for children: United Nations Children's Fund (UNICEF), CHILDLINE-1098, Integrated Child Protection Scheme (ICPS): State Child Protection Unit, District Child Protection Unit, Integrated Child Development Services (ICDS), Indian Council for Child Welfare (ICCW), Save the Children, NCPCR.

REFERENCES

1. Child protection: A handbook for parliamentarians, UNICEF, 2004.
2. Humanitarian Action for Children: Building resilience: UNICEF 2011
3. Child Protection Information Sheet: UNICEF
4. Eileen Munro 2005 Child protection, Stage, Publication.
5. Flurry Ferguson (2011) Child Protection Practice Palgrave Macmillan

BSW III	Elective	Max Marks 100
Semester –VI	WELFARE OF THE DISABLED	Int: 25 Ext: 75
17BSWE65		6 hrs week
		Credit: 5

OBJECTIVES

- To understand the concepts, types and problems of persons with disability.
- To familiarize students with the legislations related to persons with disability.
- To help them understand the initiatives of Government and Non-Governmental Organizations.

UNIT – I

Definition, & Concepts of Disability, impairment, handicapped and rehabilitation.

Types of disabilities - Visually impairment, hearing impairment, mentally challenged, orthopedically handicapped.

UNIT – II

Causes of Disability – Genetic, environmental, Problem: Psychology nutrition etc.

Psycho - Social problems of the disabled.

UNIT - III

Rights of the person with disability, Role of social worker in the promotion of their rights.

UNIT – IV

Rehabilitation – Goal, objectives, approaches and process. Role of family and community in the process of rehabilitation.

UNIT – V

Policies and Programmes for person with disability. Role of Govt. and NGO in disability management.

REFERENCES

1. Chaturvedi T.N. (1981), Administration for the Disabled, New Delhi, IIPA.
2. Meths D S (1983), Hand Book on Disabled in India, New Delhi, Allied Publishers.
3. Freeman M, James (1979), Untouchable - An Indian Life History, London, George Allen & Unwin.
4. KabraGovind Das (1984), Development of Weaker Sections: Organisational Alternatives, New Delhi, Inter – India Publication.

BSW III	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester –VI	BASICS OF PARTICIPATORY RURAL APPRAISAL	2 hrs week
17BSWS61		Credit: 2

OBJECTIVES

- To help students understand the concept of participatory rural appraisal.
- To expose the students to the techniques of PRA.
- To orient students application of PRA in social work practice.

UNIT I

Concept, Origin, Meaning and Importance of Participatory Methodologies. Meaning of RRA / PRA / PLA.

UNIT II

Planning and preparing for PRA. The team, composition, purpose, community contact, checklist for information collection, materials needed .

UNIT III

Major PRA Tools. Social Mapping, Wealth Ranking, Venn Diagram, Seasonal Diagram, Resource Diagram.

UNIT IV

Problem / opportunity matrix, Problem / Solution Matrix, Pair wise diagram, Semi structured Interview, Focus Group discussion, Triangulation etc.

UNIT V

Using PRA for different purposes – Planning, Monitoring and Evaluation. PRA with different groups – Children, youth, women etc. Importance of community presentation in PRA

REFERENCES

1. Andrea Cornwall & Garrett Pratt, (2003), Pathways to Participation – Reflections on PRA, London Intermediate Technology Publications.
2. Robert Chambers, (1997) Participatory Rural Appraisal (PRA) Challenges, Potential and Paradigms, Sussex, Institute of development Studies.
3. N.Narayanasamy (2009), Participatory Rural Appraisal, Sage Publication.

Syllabus for B.Sc (Computer Science)

for those who are admitted from the
Academic year 2017-2018

BSc CS I	jkpo; jhs;	Max Marks 100
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk	Int: 25 Ext: 75
17BSCCSL11		6 hrs week
		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

- | | | |
|--------------------------------|---|---------------------------------|
| 26. ghujpahH | - | nts;isj;jhkiu |
| 27. ghujpjhrd; | - | ePq;fNsnrhy;Yq;fs; |
| 28. ftpkzpNjrpftpehafk; | - | Gj;jhpd; mKjnkhopfs;(MrpaN[hjp) |
| 29. ehkf;fy; ftpQH ,uhkypq;fk; | - | mtDk; mtSk; tpUk;gpaehL |
| gps;is | | |
| 30. gl;Lf;Nfhl;ilfy;ahzRe;juk; | - | cyfk; cwq;ifapNy |
| ghidfs;...(jpiuapirg; ghly;) | | |
| 31. fz;zjhrd; | - | el;G |
| 32. ngUQ;rpj;jdhH | - | fdpr;rhW (ehl;ilkyHj;jpl |
| eilapLjk;gp) | | |
| 33. Kbaurd; | - | fy;tpg;gad; |
| 34. ehl;Lg;Gwg;ghly; (jhyhl;L) | - | thdhkhkiyeht;Lg; ghly;fs; |

35. ehl;Lg;Gwg;ghly; (xg;ghhp) - thdhkhkiyehl;Lg; ghly;fs;
- \$W - 2 GJf;ftpjifs; lf;\$ ftpjifs;**
36. e.gpr;r%Hj;jp - G+f;fhhp
37. ftpQHkPuh - mtruf;fhud;
38. K.Nkj;jh - ftpg;ghLk; fpuhkk;
39. rpw;gp - jz;lid
40. mg;Jy; uFkhd; - ,uz;lhk; tUif
41. rpjk;guehjd; - epyk;
42. <NuhLjkpod;gd; - rpuha;fs; (kpd;kpdpf;fhL)
43. ituKj;J - thdk; rpd;dJjhd;
44. fe;jHtd; - fpopry;fs;
45. ,uh. kPdhl;rp - Mbf; fhw;Nw
46. A+. GfNoe;jp - fUk;gyifapy; vOjhjit
47. Gd;difNrJ - khw;wq;fs;
48. v];.ghG - fz;zPUld;
49. rz;Kfk; rutzd; - Jwtpd; ,irf; Fwpg;G
50. lf;\$ ftpjifs; - njhFg;G
- \$W - 3 rpWfijfs;**
11. Gjkg;gpj;jd; - xUehs; fope;jJ
12. F. mofphprhkp - uh[h te;jpUf;fpwhH
13. jp. [hdfpuhkd; - rj;jpakh
14. mwpQHmz;zh - nrt;thio
15. NrhiyRe;jungUkhs; - ,Ug;G
16. Nkyhz;iknghd;Dr;rhkp - G+
17. nt. ,iwad;G -];jgjp
18. Mz;lhs; gphpajH\pdp - khj;jpiu
19. Fd;wf;Fb fp. rpq;fhutbNty; - jpUkzj;jpy; xUjpUg;gk;
20. itf;fk; KfkJ g\PH - khkuk;
- (kiyahsk; nkhopngaHg;G)
- \$W -4 ,yf;fzk;**
- Kjy; vOj;Jfs; - rhh;ngOj;Jfs;;ty;nyOj;JkpFk; ,lq;fs;;ty;nyOj;Jkpfh ,lq;fs;;nkhopKjy;
- vOj;Jfs; -nkhop ,WjpvOj;Jfs;;GJf;ftpjapj; gbkk; - FwpaPL.
- \$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;**
- m) 1. GJf;ftpjapd; Njhw;wKk; tsHr;rpAk;
2. ,Ugjhk; E}w;whz;bd; kuGf;ftpj
3. rpWfijapd; Njhw;wKk; tsHr;rpAk;
- M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpioaw;wnjhliuNjHe;njLj;jy;;
- xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk;
- nghUj;jkhdngHUs; - nghUj;jkhdnjhLH.
- ghl E}y;fs;**
2. nra;As; njhFg;G 2. rpWfijfs;
- gy;fiyf; fofntspaPL
- kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

BSc CS I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES,	6 hrs week
17BSCCSL12	GRAMMAR & COMPOSITION	Credit: 3

OBJECTIVES:

- 4) To introduce them to a few classics in English poetry
- 5) To develop their writing skills.
- 6) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

4. Refund - Fritz Karinthy
5. Little Girls Wiser Than Men - Leo Tolstoy
6. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Sc C.S I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – I	PROGRAMMING IN C	5 hrs week
17BSCCSC11		Credits: 5

UNIT I

Overview of C: History of C – Importance of C – Basic structure of C – Programming style – Constants, variables and Data types – declaration of variables, storage class – defining symbolic constants – declaring a variable as constant, volatile – overflow and underflow of data. **Operators and expressions:** arithmetic, relational, logical, assignment operators – increment and decrement operators, conditional operators, bitwise operators, special operators – arithmetic expression – evaluation of expressions – precedence of arithmetic operators – type conversions in expression – operator precedence and associativity – mathematical functions –

UNIT II

Managing i/o operations: reading and writing a character – formatted input, output. **Decision making and branching:** if statement, if.... else statement – nesting of if else statement – Else if Ladder – Switch statement – the ?: operator – goto statement. The While statement – do statement – The for statement – jumps in loops

UNIT III

Arrays: one dimensional array – declaration, initialization – two dimensional array – multi dimensional array – dynamic arrays – initialization. **Strings:** declaration, initialization of string variables – reading and writing string – arithmetic operations on strings – putting strings together – comparison – string handling function – table of strings – features of string.

UNIT IV

User defined functions: need – multi function program – elements of user defined function – definition – return values and their types – function calls, declaration, category – all types of arguments and return values – nesting of functions – recursion – passing arrays, strings to functions – scope visibility and life time of variables – multi file programs. **Structures and unions:** defining a structure – declaring structure variables – accessing structure members – initialization – copying and comparing – operations on individual members – arrays of structures – arrays within structures – structures within structures – structures and functions – Unions – size of structures – bit fields.

UNIT V

Pointers: accessing the address of a variable – declaring, initialization of pointer variables – accessing a variable through its pointer – chain of pointers – pointer expressions – pointer increment and scale factors – pointers and arrays – pointers and character strings – array of pointers – pointers as function arguments – function returning pointers – pointers to functions – pointers and structures. **Files:** defining, opening, closing a file. I/O operations on files – error handling during I/O operations – random access to file – command line arguments.

Text Book: 1. E.Balagurusamy, “**Programming in ANSI C**”, Edition5, Tata McGraw Hill Publishing Company, Newdelhi.

Reference Book: Gottfried, Programming with C (Schaum’s Outline Series), Tata McGraw Hill Publishing Company, Newdelhi.

B.Sc C.S.- I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – I	PROGRAMMING IN C LAB	5 hrs week
17BSCCSC1P		Credits: 4

Programming in C Lab

1. To find Sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci Number
4. To check if a number is Prime Number or not
5. To check if a no is Adam Number
6. To reverse a given string and check if it is a palindrome
7. To add and subtract two Matrices
8. To multiply two matrices

9. To Sort the numbers in ascending order using array.
10. To manipulate string handling functions.
11. To prepare a student mark list using structure.
12. To prepare Pay Bill-Structure
13. To sort the number in descending order using pointers.
14. To read a character from a file & write into another file.
15. To prepare EB Bill-File.

B.Sc(CS)I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	MATHEMATICAL FOUNDATIONS	4 hrs week
17BSCCSA11		Credits: 4

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph-sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices-connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

1. S.Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

2. Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).
3. S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

1. Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.
2. Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc(CS)I	Skill-Based	Max Marks 100 Int: 40 Ext: 60
Semester – I	OFFICE AUTOMATION LAB	2 hrs week
17BSCCSS1P		Credits: 2

MS-WORD:

1. Open a word document to prepare your **Resume** by performing the following operations.
 - (a) Formatting the Text- Alignment & Font style
 - (b) Page setup (margin alignment, page height & width)
2. Create a word document to prepare an application form (College, Bank, etc)
3. Create a student mark sheet using table, find out the total & average marks and display the result.
4. Design an invitation of your course inauguration function using different fonts, font sizes, bullets and Word Art/ Clip Art
5. Mail Merge Concept
 - (a) Prepare a business letter for more than one company using mail merge.
 - (b) Prepare an invitation and to be sent to specific addresses in the data source.

MS-Excel:

6. Create suitable work sheet with necessary information and use Data sort to display results. Also use Data Filters to answer at least five different criteria.
7. Create suitable work sheet with necessary information and make out a suitable chart showing gridlines, legends and titles for axes.
8. Prepare salary bill in a worksheet showing Basic Pay, DA, HRA, Gross salary, PF, Tax and Net salary using suitable Excel Functions.
9. Create, display and interact with data using Pivot Tables and Pivot Charts of Excel features.

MS-Power Point:

10. Create a power point presentation to explain various aspects of your college using Autoplay
11. Create a power point presentation to explain the sales performance of a company over a period of five years. Include slides covering the profile of the company, year wise sales and graph with gridlines, legends and titles for axes. Use Clip Art and animation features.
12. Create a power point presentation from template.
13. Prepare a presentation using Auto Wizard and see its various views.
14. Create a power point presentation with audio and video effect.

MS-ACCESS:

15. Create a table for storing marks of 10 students. The fields of the table are given below: Reg. No, Name, Mark1, Mark2, Mark3, Test average(Best Two/2), Assignment, Seminar and Total marks(Test average + Assignment + Seminar) The fields 'Mark1', 'Mark2', 'Mark3' should not allow the user to enter a mark greater than 25 and should display proper message in such case. Similar

constraint for the field 'Assignment' is 5 marks and for the field 'Seminar', it is 10 marks.

16. Create a table showing names of authors of at least 10 different books, title of books, the prices of these books, name of publishers and year of publication. Also create Select, Action and Cross-tab queries to display the records from this table meeting the criteria used in these queries.

B.Sc(CS)I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	FUNDAMENTALS OF COMPUTER	2 hrs week
17BSCCSN11		Credits: 2

Objectives:

1. To understand the concept of computers.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

UNIT I

Introduction- Characteristics of Computers – Evolution of Computers - Computer Generations – First – Second – Third Generation – Fourth Generation – Fifth Generation – Input Unit – Output Unit –Storage Unit – Arithmetic Logic Unit – Control Unit – CPU.

UNIT II

The Central Processing Unit – Control Unit – ALU – Instruction Set – Registers – Processor Speed – Types of Processors – The Main Memory – RAM- ROM- PROM – EPROM- Cache Memory.

UNIT III

Sequential and Direct Access Devices – Magnetic Tape- Magnetic Disk – Optical Disk – Floppy Disk – Hard Disk – CD-ROM. Number System– Conversation: Binary to Decimal-Decimal to Binary.

UNIT IV

Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – Magnetic Ink Character Recognition – Optical Character Recognition – Bar code reader. Monitor – Printer – Plotter.

UNIT V

Software: Introduction – Types of Software – Programming Languages: Machine languages– Assembly languages – High-level languages – Compilers & Interpreters.

Text book:

1. Pradeep K.Sinha, Priti sinha, Computer Fundamental Concepts, Systems and Application,

3rd Edition, BPB Publications, 2005.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 1st Edition, DreamTech Press Publication, 2003.
- 2 Alexis Leon, Mathews Leon, Introduction to Information System, 1st Edition, Vijay Cole Imprints Pvt Ltd, 2003.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 4th Edition, Tata McGraw-Hill Publishing.Newdelhi.

B.Sc(CS)I	jkpo; jhs;	Max Marks 100
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	Int: 25 Ext: 75
17BSCCSL21		6 hrs week
		Credits: 3

.SW - 1 gf;jp ,yf;fpak;

- | | |
|----------------------|-------------------------------|
| 13. jpUQhdrk;ge;jH | - Njthuk; 5 ghly;fs; |
| 14. jpUehTf;furH | - Njthuk; 5 ghly;fs; |
| 15. khzpf;fthrfH | - jpUthrfk; 4 ghly;fs; |
| 16. jpU%yH | - jpUke;jpuk; 4ghly;fs; |
| 17. nghpaho;thh; | - jpUnkhop 6 ghly;fs; |
| 18. Mz;lhs; | - jpUg;ghit 6 ghly;fs; |
| 19. ek;kho;thH | - jpUtha;nkhop 5 ghly;fs; |
| 20. ,uhkypq;fts;syhH | - jpUtUL;gh (Kjy;) 2 ghly;fs; |
| 21. mgpuhkpgl;lH | - mgpuhkpme;jhjp 2 |
| ghly;fs; | |
| 22. rptthf;fpaH | - 5 ghly;fs; |
| 23. gl;bdj;jhH | - 5 ghly;fs; |
| 24. gj;jpufphpahH | - 5 fz;zpfs; |

\$W - 2 rpw;wpyf;fpak;

7. kPdhl;rpmk;ikgps;isj; jkpo;
8. jkpo;tpLJ}J
9. Kf;\$lw;gs;S
10. ee;jpf;fyk;gfk;
11. fypfj;Jg;guzp
12. jpUFw;whyf; FwtQ;rp

\$W - 3 GjpdK;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

4. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
5. rpw;wpyf;fpatuyhW
6. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

3. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;
kJiu-21
4. Njly;(Gjpdk;)
MrphpaH - nghd;dPyd; epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id- 98

B.Sc(CS)I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 hrs week
17BSCCSL22		Credits: 3

OBJECTIVES:

- 7) To introduce them to a few classics in English poetry
- 8) To develop their writing skills.
- 9) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

7. Refund - Fritz Karinthy
8. Little Girls Wiser Than Men - Leo Tolstoy
9. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.

- 3.Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
- 4.G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Sc(CS)I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	Object Oriented Programming with C++ and Data Structure	5 hrs week
17BSCCSC21		Credits: 5

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers, 2004.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd, 2003.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 3rd Edition, Addison Wesley Ltd, 2004.

B.Sc (CS)-I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	OBJECT ORIENTED PROGRAMMING WITH C++ LAB	5 hrs week
17BSCCSC2P		Credits: 4

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.
 1. To perform Area calculation using Function overloading (Min three functions).
 2. To perform String manipulation (three different types) using function overloading.
 3. To swap two values between two class objects using friend function.
 4. To find minimum of two numbers between two class objects using friend function.
 5. To overload unary minus operator which changes sign of given vector (3 elements)
 6. To overload Binary + operator which adds two complex numbers.
 7. To process students mark list using multiple inheritance
 8. Process employee details using hierarchical inheritance
 9. To process family details using hybrid inheritance
 10. A program to implement parameterized Constructor.
 11. A program to implement Copy Constructor.
 12. To sort the numbers using pointers.
 13. A Program to implement the concept of Reading and Writing class objects.
 14. To list the odd and even numbers in separate files using Command Line arguments.

B.Sc (CS)I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	STATISTICS	4 hrs week
17BSCCSA21		Credits: 4

Objectives:

1. To enable the students to understand the concept of statistics.
2. To enable the students to understand the concept of correlation.
3. To enable the students to understand the concept of probability.

UNIT I

Introduction to Statistics – Primary and Secondary data – Classification, tabulation and diagrammatic representation of statistical data – Bar-charts, Pie-diagrams – Graphical Representation of data, - Histograms, Frequency polygon, Ogives.

UNIT II

Measures of dispersion – characteristics – coefficient of dispersion – coefficient of variation – moments – Skewness and Kurtosis – Pearson’s coefficient of skewness -Bowley’s coefficient of skewness.

UNIT III

Simple correlation – Karl Pearson’s coefficient of correlation – correlation coefficient for a bivariate frequency distribution – Rank correlation – Regression – lines of regression- properties of regression coefficient.

UNIT IV

Events and sets – sample space – concept of probability – addition and multiplication theorem on probability – conditional probability and independence of events – Baye’s Theorem- Mathematical expectation.

UNIT V

Theoretical discrete distribution, binomial distribution.

Text book:

1. S.P. Gupta, Statistical Methods, Sultan Chand and Sons, New Delhi, 2002.

Reference books:

1. R.S.N. Pillai & Bhagavathi, Statistics, Sultan Chand and Sons, New Delhi, 2002.
2. Best, Joel, Damned Lies and Statistics: Untangling Numbers from the Media, University of California Press, 2001.
3. Desrosières, Alain, the Politics of Large Numbers: A History of Statistical Reasoning. Trans. Camille Naish. Harvard University Press, 2004.

B.Sc(CS)I	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – II	INTERNET APPLICATION LAB	2 hrs week
17BSCCSS2P		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

1. Google Search.
2. Create an Email Account.
3. Compose a Mail and Send it to your friend.
4. Attach a document to a mail.
5. Create a Group mail Account.

6. World Wide Web: Search Engines
7. Blog Creation
8. Register your details in job provider sites
9. Read the e papers.
10. Register your details in Alumni sites

B.Sc (CS)-I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	INTRODUCTION TO INTERNET	2 hrs week
17BSCCSN21		Credits: 2

Objectives:

1. To understand internet operations
2. To understand usage of internet facilities.
3. To enable to understand the web page design.

UNIT I

Computer Networks: Basic of networks, point to point network, Broadcast network, Topologies of Networks: Bus, Ring, Star, Tree Topology.

UNIT II

Layers in Networking, Types of Network: Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN).

UNIT III

Basics of Internet: How the Internet works, Usage of Internet - IP Address, Domain Name, Uniform Resource Locator (URL).

UNIT IV

Introduction to E-Mail: Email features– Creation of Email Accounts– Inbox- Compose mail- Send- Attaching the documents- Address book.

UNIT V

World Wide Web: Web features-File Transfer-Telnet-Usenet-Web Server-Web browser-Netscape communication Suite, Microsoft Explorer.

Text book:

1. RajKamal, Internet and Web Technologies, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Vikas Gupta, Internet and Web Design, 2nd Edition, Dreamless Press, 2003.
2. Stephen Cass, How much does the Internet Weigh, Discover Publication, 2007.
3. Addate Janet, Inventing the Internet, Cambridge MIT Press, 1998.

B.Sc (CS)-II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	6 hrs week
17BSCCSL31		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

4. rpyg;gjpgfhuk; - kJiuf;fhzlk; - tof;Fiufhij
5. kzpNkfiy -Japy; vOg;gpafhij
6. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
2. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; -
fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

- MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnl;
mk;gj;J}H>nrd;id- 98
7. ahUf;fhf gilj;jhd;?
 8. Mf;fpdp MW
 9. \$L NjLk; gwitfs;
 10. FUNrj;jpuq;fs; Xa;tjpy;iy
 11. Kd;Dk; gpd;Dk;
 12. xU jPHg;G

\$W - 4 jkpo; ,yf;fzk; -

- | | |
|------------------------|--------------|
| mzp tiffs;> | gh tiffs; |
| 8. ctikazp | 1 ntz;gh |
| 9. cUtmzp | 2 Mrphpag;gh |
| 10. gpwpJnkhopjy; mzp | 3 fypg;gh |
| 11. jw;Fwpg;Ngw;wmzp | 4 tQ;rpg;gh |
| 12. caHTetpw;rpmzp | |
| 13. rpNyilmzp | |
| 14. tQ;rg; Gfo;r;rpmzp | |

\$W - 5 jkpo; ,yf;fpatuyhW

2. fhg;gpa ,yf;fpatuyhW
m. lk;ngUk; fhg;gpaq;fs;

M. IQrpWq; fhg;gpaq;fs;
2. ehlf ,yf;fpa tuyhW

B.Sc CS -II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	PROSE, POETRY, SHORT STORIES,	6 Hrs week
17BSCCSL32	GRAMMAR & COMPOSITION	Credits: 3

OBJECTIVES:

4. To introduce the functional grammar to the students.
5. To expose creative writing to the students.
6. To enhance students' communication skills.

UNIT: I PROSE

- 3) University days – James Thurber
- 4) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 3) Night of the scorpion-Nissim Ezekiel
- 4) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 3) Karma-Kushwant Singh
- 4) Two gentle men of Verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct and Indirect Speech, Conjunction, Adverb, Adjectives, Pronouns

UNIT: V COMPOSITION

Note making, Essay Writing, Describe a Place, Person and Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 5) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 6) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.
- 7) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 8) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

B.Sc(CS)II	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – III	DIGITAL PRINCIPLES AND APPLICATIONS	6 hrs week
17BSCCSC31		Credits: 5

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs. Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P. Leach, Digital Principles and Applications, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books :

1. S.Salivahanan & S.Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd, 2000.
2. M.Morris Mano, Digital Logic and Computer Design, Prentice Hall, 2006.
3. Thomas C.Bartee, Computer Architecture and Logic Design, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc (CS)-II	Core-Lab	Max Marks 100
Semester – III	DATA STRUCTURE USING C++	Int: 40 Ext: 60
		6 hrs week

17BSCCSC3P		Credits: 5
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Objectives:

1. To understand the basic concept of Data Structure
2. To develop programs in C++.

1. Implementing Stack as an array.
2. Implementing Stack as a linked list.
3. Convert Infix expression to Postfix expression using stack.
4. Convert Infix expression to Prefix expression using Stack.
5. Implementing Queue as an Array.
6. Implement Queue as a linked list.
7. Binary tree traversals.
8. Implement Binary Search Tree.

B.Sc (CS)- II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	RESOURCE MANAGEMENT	4 hrs week
17BSCCSA31	TECHNIQUES	Credits: 4

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand, 1972.

Reference books:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall 2002.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press, 2001.
3. J.D. Sharma, Operation Research, Prentice Hall 2001.

B.Sc (CS)- II	jkpo; jhs;	Max Marks 100
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	Int: 25 Ext: 75
17BSCCSL41		6 hrs week
		Credits: 3

\$W : 1 A gj;Jg;ghl;L
neLey;thil KOtJk;

1 B vl;Lj;njhif

- ew;wpiz – 1> 16> 22 (3 ghly;fs;)
- FWe;njhif – 7> 8> 27> 44> 69 (5 ghly;fs;)
- lq;FWE}W – Gwtzpg;gJ (5 ghly;fs;)
- fypj;njhif – 1> 6> 9> 11 (4 ghly;fs;)
- mfehD}W – 122> 127> 170 (3 ghly;fs;)
- GwehD}W – 8> 9> 74> 100> 109 (5 ghly;fs;)

\$W : 2 mw ,yf;fpak;
2.A. jpUf;Fws;

- 1) nra;e;ed;wpawpjy; (mjpfhuk; - 11)
- 2) fhykwpjy; - (mjpfhuk; - 40)
- 3) Fwpg;gwpjy; (mjpfhuk; - 71)

2. B ehybahH – fy;tp – Kjy; -5 ghly;fs;

\$W : 3 ciueil (fl;Liuuj; njhFg;G

1. gz;ila ciuhrphpah;fs; -c.Nt.rhkp ehj ma;ah;
2. nghOJ NghfypNa -t.uhkrhkp
3. CUk; ngUk; -uh.NrJgps;is
4. mwptpaYk; fiyAk; -K.tujuhrdhH
5. rq;f newpfs; -t.Rg.khzpf;fk;
6. rpl;Lf;FUtp -ghujpahH
7. neQ;rpdy; gpiog;gpdhs; -Rfp.rptk;
8. md;G -mg;Jy; ufpk;

9. mfg;fhu jkpo; -rh.khlrhkp

10. jkpo; ,yf;fpa tsHr;rpapy;
eifr;Ritapd; gq;F - -K.Kj;ijah

\$W : 4 ,yf;fzk; nghUs; :

m. mfg;nghUs; mfj;jpizfs;

M. Gwg;nghUs; Gwj;jpizfs;

,. Gilg;ghw;wy; (ftpij Gidjy; jpiug;gl tpkh;rdk;

Gj;jf kjpg;Giu)

\$W : 5 ,yf;fpatuyhW

m. vl;Lj;njhif

M. gj;Jg;ghl;L

,. mw ,yf;fpak;(gjpnzd;fPo;fzf;F)

ghlE}y;fs;: gjpg;Gj;Jiw kJiu fhkuh[h; gy;fiyf;fofk;

B.Sc CS II Year	Part-II – English	Max Marks 100
Semester –IV		Int: 25 Ext: 75
Code:17BSCCSL42	Novel and English for Competitive Examination	6 Hrs week
		Credit: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.Sc(CS)II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	Java Programming	5 hrs week
Code:17BSCCSC41		Credits: 5

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package - Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETS and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Jon Byous, Java Technology: The Early years, Sun Developer Network, 2005.

B.Sc(CS)II Year	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Java Programming Lab	5 hrs week
Code:17BSCCSC4P		Credits: 5

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

1. To perform addition of complex numbers using class and objects.
2. To perform multiplication of matrices using class and objects.
3. To perform volume calculation using method overloading
4. Using command line arguments, test if the given string is palindrome or not.
5. Using multilevel inheritance process student marks
6. Implement multiple inheritance of payroll processing
7. Package illustration
8. To illustrate built-in exceptions (any four)
9. To illustrate user defined exceptions(at least four)
10. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
11. String manipulation using string methods
12. File – byte stream
13. File – Character stream
14. Applet – Graphical methods
15. Applet – Threads

B.Sc(CS)II Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	System Software	4 hrs week
Code: 17BSCCSA41		Credits: 4

Objectives:

1. To acquire a basic knowledge about machine architecture.

2. To acquire a basic knowledge about assemblers.
3. To acquire a basic knowledge about programming knowledge.

UNIT I

Introduction to System Software and Machine Architecture - Simplified Instructional Computer – Traditional Machines: Vax Architecture, Pentium Architecture.

UNIT II

Assemblers: Basic Assembler Functions - Machine dependent Assembler features: Instruction formats, Addressing modes, Program Relocation - Machine independent Assembler features – Assemblers design options: One Pass and Multi Pass Assembler.

UNIT III

Loader and Linkers: Basic Loader functions-Machine dependent loader features: Relocation, Program Linking, Algorithm and data structure for a linking loader-Machine independent loader features – Loader design options.

UNIT IV

Macro Processors: Basic Macro Processor function – Machine independent Macro Processor features: Concatenation of Macro parameter, Generation of unique label expansion, and keyword Macro parameter – Macro Processor design options.

UNIT V

Compilers: Basic Compiler functions - Machine independent Compiler features: Structured variables, Machine dependent Code Optimization, Storage Allocation, and Block Structured Languages – Compiler design options.

Text book:

1. Leland L.Back& Addison, System Software an Introduction to System Programming, Addison- Wesley Publication.

Reference books:

1. John J Donovan, System Programming, Tata McGraw- Hill Publishing Company, NewDelhi.
2. D. M. Dhamdhare, Systems Programming and Operating Systems, 2nd Revised Edition, Tata McGraw- Hill Publishing Company, NewDelhi.
 1. Klaus Truemper, Design of Logic-based Intelligent Systems, Wiley, 2004.

B.Sc (CS) II Year	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – IV	Multimedia Lab	2 hrs week
Code: 17BSCCSS4P		Credit: 2

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.

3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc(CS)II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	General Knowledge	2 hrs week
Code:17BSCCSS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman’s books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura’s Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc(CS)III	Core	Max Marks 100
Semester – V	Relational Database Management	Int: 25 Ext: 75
17BSCCSC51	Systems	6 hrs week
		Credits: 5

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I:

Overview of database systems: Managing Data – A Historical Perspective – File Systems Versus a DBMS – Advantages of a DBMS – Describing and Storing Data in a DBMS – Queries in a DBMS – Transaction Management – Structure of a DBMS – People Who Work with Databases.**Introduction to database design:** Database Design and ER Diagrams – Entities, Attributes, and Entity Sets – Relationships and Relationship Sets – Additional Features of ER Model – Conceptual Design With the ER Model.

UNIT II:

The relational model: Introduction to the Relational Model – Integrity Constraints over Relations – Enforcing Integrity Constraints – Querying Relational Data – Logical Database Design: ER to Relational – Introduction to Views – Destroying / Altering Tables and Views.

Relational algebra and calculus: Preliminaries – Relational Algebra: Selection and Projection – Set Operations –Renaming – Joins - Division Relational Calculus: Tuple Relational Calculus – Domain Relational Calculus

UNIT III:

Sqlqueries, constraints, triggers: The Form of a Basic SQL Query - UNION, INTERSECT, and EXCEPT – Nested Queries – Aggregate Operators – Null Values – Complex Integrity Constraints in SQL – Triggers and Active Databases – Designing Active Databases

UNIT IV:

Schema refinement and normal forms: Introduction to Schema Refinement – Functional Dependencies – Reasoning about FD’s – Normal Forms – Properties of Decompositions – Normalization – Schema Refinement in Database Design – Other Kinds of Dependencies

UNIT V:

Overview of transaction management: The ACID Properties – Transactions and Schedules – Concurrent Execution of transactions – Lock Based Concurrency Control – Performance of Locking – Transaction Support in SQL – Introduction to Crash Recovery.

Security and authorization: Introduction to Database Security - Access Control – Discretionary Access Control – Mandatory Access Control – Security for Internet Applications – Additional Issues Related to Security.

Text book:

1.Raghu Ramakrishnan and Johannes Gehrke, Database Management Systems, Tata McGraw- Hill Publishing Company, NewDelhi, Third Edition.

Chapters:

UNIT – I	: 1.1 – 1.9, 2.1 – 2.5
UNIT – II	: 3.1 – 3.7, 4.1 – 4.3
UNIT – III	: 5.2 – 5.9
UNIT – IV	: 19.1 – 19.8
UNIT – V	: 16.1 – 16.7, 21.1 – 21.6

Reference Books:

1. Alexis Leon and Mathews Leon, Database Management Systems - Vikas Publishing, Chennai.
2. G.K. Gupta, Database Management Systems- Tata McGraw- Hill Publishing Company, NewDelhi, 4threprint 2015, Pearson Education Asia.

B.Sc(CS)III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	Software Engineering	6 hrs week
Code: 17BSCCSC52		Credits: 5

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transistion tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, Tata McGraw- Hill Publishing Company, NewDelhi

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, Tata McGraw- Hill Publishing Company, NewDelhi.

2. Shoo man, Software Engineering and its Principles, 5th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc(CS)III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	RDBMS Lab	6 hrs week
17BSCCSC5P		Credits: 4

Objectives:

The following concepts must be introduced to the students:

DDL Commands

- Create table, alter table, drop table

DML Commands

- Select, update, deleteand insert statements

I. Create a table Student-master with the following fields client_no,name, address, city, state,pincode,remarks,bal_due with suitable data types.

- Create another table supplier_table from client_master. Select all the fields and rename client_no with supplier_no and name with supplier_name.
- Insert data into client_master
- Insert data into supplier_master from client_master.
- Delete the selected row in the client_master.

II. Create a table sales_order with s_order_no and product_no as primary key. Set other fields to store client number, delivery address, delivery date,order status.

- Add a new column for storing salesman number using ALTER Command.

- b. Set the s_order_no as foreign key as column constraints.
- c. Set the s_order_no as foreign key as table constraints.
- d. Enforce the integrity rules using CHECK.

III. Create a table student_master with the following fields name, regno, dept and year with suitable data types. Use Select command to do the following.

- a. Select the student's name column.
- b. Eliminate the duplicate entry in table.
- c. Sort the table in alphabetical order.
- d. Select all the Students of a particular department.

V. Create and use the following database schema to answer the given queries

EMPLOYEE			
DEFAULT			
Field	Type	Null	Key
Eno	Char(3)	No	Primary
Ename	Varchar(50)	No	
Job_type	Varchar(50)	No	
Manager	Char(3)	Yes	Foreign
Hiredate	Date	No	
Dno	Integer	Yes	Foreign
Commission	Decimal(10,2)	Yes	
Salary	Decimal(7,2)	No	

DEPARTMENT			
DEFAULT			
Field	Type	Null	Key
Dno	Integer	No	Primary
Dname	Varchar(50)	Yes	

Perform the following queries:

- a. Query to display Employee Name, Job, Hire Date, Employee Number; for each employee with the Employee Number appearing first.
- b. Query to display unique Jobs from the Employee Table.
- c. Query to display the Employee Name concatenated by a Job separated by a comma.
- d. Query to display all the data from the Employee Table. Separate each Column by a comma and name the said column as THE_OUTPUT.
- e. Query to display the Employee Name and Salary of all the employees earning more than \$2850.
- f. Query to display Employee Name and Department Number for the Employee No= 7900.
- g. Query to display Employee Name and Salary for all employees whose salary is not in the range of \$1500 and \$2850.

B.Sc(CS)III	Elective	Max Marks 100
Semester – V	Client Server Computing	Int: 25 Ext: 75
17BSCCSE51		6 hrs week
		Credits: 4

Objectives:

1. The students will gain an exhaustive knowledge on the fundamentals of Client server.
2. To enable to understand the categories of servers.
3. To enrich the knowledge of operating system.

UNIT I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

UNIT II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

UNIT III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

UNIT IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

UNIT V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw- Hill Publishing Company, NewDelhi.
2. Patrick Smith and Steve Guengerich, Client/Server Computing, Prentice Hall of India, Second Edition, 1997.

Reference books:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons.

B.Sc(CS)III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	Android Programming	6 hrs week
17BSCCSE52		Credits: 4

UNIT I:

Preliminary information's - Before we get started: History of Android - Advantages of Android - SDK tools to download Setting up Android Development Environment: Installing java, eclipse, androidsdk - Android development tools - Setting up AVD's Android Software development platform: Dalvik virtual machine - Directory structure of Android project - Common resource folder - Common values folder - Android manifest.xml - Creating first application Activities: Introduction - Declaring an activity - Starting new activity with an intent object - switching between activities

UNIT II:

Layouts: Introduction - Declaring layout - Applying relative layout - Applying table layout - Using Listviews and Listadapters - Applying gravity and weight - Controlling layout during runtime - Optimizing for tablets and multiple screens - Dividing screen into fragments
 Handling UI events: Overview of UI events - Handling onclick events - Android touchscreen events - Keyboard event listeners.

UNIT III:

Widgets: Introduction - Inserting widget into layout - Adding images to widgets - Creating widget at runtime - Applying style - Turning style into theme - Creating custom component
 Menus: Introduction - creating and inflating option menu - Designing menu icons - Building context sensitive menu - Handling menu selections - Building menu group of checkable items.

UNIT IV:

Notifying the user: Introduction - Displaying an alert dialog - Displaying progress dialog - Customizing a dialog - Making a toast - Notifying user with status bar - Using Notification.Builder class Graphics and Animation: Introduction - Adding graphics to imageview class - Rotating image with matrix - Using shapdrawable and paint - Drawing with canvas - Using tween animations.

UNIT V:

Multimedia: Introduction - Playing an audio file from within an application - Playing back video from external memory - Recording audio - Recording video - Capturing photos with camera
 Understanding Content providers: Overview of Android content providers - Defining content provider - Creating content provider - Working with database

Textbook:

1. Kyle Merrifield Mew, Android 3.0 Application Development cookbook –PACKT Publishing.
 2. Wallace Jackson, Android Apps for Absolute Beginners –Apress Publishing
- UNIT I: Chapter 1,3 4 (Textbook 2), Chapter 1 (Textbook 1)
 UNIT II: Chapter 2 (Textbook 1), Chapter 9 (Textbook 2)
 UNIT III: Chapter 3,4 (Textbook 1)
 UNIT IV: Chapter 7,8 (Textbook 1)
 UNIT V: Chapter 9 (Textbook 1), Chapter 10 (Textbook 2)

Reference book:

1. Mark.L.Murphy, The Busy coders Guide to Android Development, Commonsware LLC.

B.Sc(CS)III Year	Elective	Max Marks 100
Semester – V	Visual Programming	Int: 25 Ext: 75
Code:17BSCCSE53		6 hrs week
		Credits: 4

B.Sc(CS)III Year	Core	Max Marks 100 Int: 25 Ext: 75
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Objectives:

1. To develop programming skills in GUI based language visual basic
2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media.
2. Paul sheriff, Visual Basic, Prentice Hall International.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press.

Semester – VI	NET Programming	6 hrs week
Code: 17BSCCSE54		Credits: 4

Objectives:

1. To understand the concepts of advanced visual Programming.
2. To understand the concepts of Dot Net Technologies.
3. To develop programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

Text book:

1. Bill Evjen & Jason Beres, Visual Basic.Net Programming Bible, Wiley Publishing

Reference books:

1. Daniel cazzulino, Beginning web programming in VB.Net, 1st Edition, Apress.
2. Matthew MacDonald, The book of VB.Net, 1st Edition, No Starch Press.
3. Jessie Liberty Dave Grundgeiger, Programming Visual Basic.net, 2nd Edition, O'Reilly

B.Sc(CS)III Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
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Semester – V	Quantitative Aptitude	2 hrs week
17BSCCSS51		Credits: 2

UNIT I:

Numbers - HCF & LCM of numbers – Decimal Fractions

UNIT II:

Square roots and Cube roots- Average – Problems on ages.

UNIT III:

Percentage – Profit and Loss – Ratio and Proportion

UNIT IV:

Time and Work – Time and Distance

UNIT V:

Simple Interest – Compound Interest.

Text Book:

Quantitative Aptitude, R.S. Aggarwal, Reprint 2011, S. Chand & Company Ltd, New Delhi

Unit I : Page nos. 3-29, 30-45, 46-66.

Unit II : Page nos. 117-138, 139-160, 182-194

Unit III: Page nos. 208-250, 251-293, 294-310

Unit IV: Page nos. 341-370, 384-404

Unit V : Page nos. 445-465, 466-486

Reference Books:

1. R.V. Praveen, Quantitative Aptitude and reasoning, 2nd Edition 2013, PHI Learning.
2. M.Tyra, Magical book on Quicker Maths, BSC Publishing Co. Pvt.Ltd, Delhi. Reprint, 2011.
3. Quantitative Aptitude for Competitive Exams, AbhijitGuha, 4th Edition, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc(CS)III Year	Skill-Based	Max Marks 100
Semester – V	Networking Lab	Int: 40 Ext: 60
Code: 17BSCCSS5P		2 hrs week
		Credits: 2

Objective:

To train the students to configure and maintain the network with Transport Layer Protocols, invoking the Remote Methods and configure the Router via Routing Protocols

1. Get detailed IP address of a system
2. Send data from client to server using UDP
3. Send data from client to server using TCP
4. Use Threads to receive multiple connections for a single server socket
5. Send a file from server to multiple clients
6. Create a Chat room using TCP and UDP
7. Using RMI do mathematical operations by sending data from client to server
8. Using RMI do banking transaction between client and server
9. Using RMI prepare EB bill
10. Using RMI do payroll processing
11. Using RMI perform inventory processing
12. Router Configuration using CISCO Packet Tracer
 - A. Static Routing

- B. Dynamic Routing
- C. Link State Routing Protocols

B.Sc(CS)III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Operating System	6 hrs week
Code: 17BSCCSC61		Credits: 5

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw- Hill Publishing Company, NewDelhi.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 5thEdition, Tata McGraw-Hill Publishing Company, NewDelhi.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall,
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall.

B.Sc(CS)III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Data Communication and Computer Networks	6 hrs week
17BSCCSC62		Credits: 5

UNIT I:

Data communication : Characteristics and components – Networks: Distributed processing, Network criteria, applications. Protocols and standards and standard organizations. Line configurations, Topologies, Network classifications .OSI reference model: Layers and Functions. TCP/IP Layers

UNIT II:

Transmission Media: Guided media – Twisted pair, Coaxial cable, optical fibers. Unguided media - Microwave, Satellite, Cellular telephony - Transmission impairment types - Performance features. Errors: types, Detection techniques Vertical and Longitudinal redundancy checks, CRC, Checksum

UNIT III:

Datalink Control – Line Discipline – Flow Control – stop and wait, Sliding Window flow controls Error control using different ARQ techniques. Datalink Protocols: Character oriented protocol: BSC, Bit oriented protocol: HDLC.

UNIT IV:

Local Area Networks: Project 802 – layers, PDU formats. Ethernet – CSMA/CD Access methods, Ethernet MAC frame structure, Thick and thin Ethernet implementation, Switched and Fast Ethernet, Token BUS, Token Ring, FDDI

UNIT V:

Switching: Circuit and Packet switching. ISDN: Services, Evolution, Channel types and uses, User interfaces, Functional Groupings and reference points. ISDN layers and functions of layers, Broadband ISDN.

Text Book:

1. Behrouz A. Forouzan, Data Communications and Networking, Tata McGraw-Hill Publishing Company, NewDelhi.

Chapters: 1, 2, 3, 7, 9.1-9.6, 10, 11.3, 11.4, 12, 14, 16

Reference Books:

1. Brijendra Singh, Data Communications and Computer NetWorks, Prentice-Hall of India Pvt. Ltd, New Delhi, 5th edition.
2. A. Tananbaum, Computer Networks, Pearson Education Asia, Prentice Hall India.
3. William Stallings, Data and Computer communications, Pearson Education Asia.

B.Sc(CS)III Year	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – VI	Web Programming Lab	6 hrs week
Code: 17BSCCSC6P		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

1. Write a program for Heading Tags
2. Write a program for Table Format.
3. Write a program for create a Hyperlink & Image.
4. Write a program for Marquee Function.
5. Write a program for Frames.
6. Write a program for Order list & unordered list.
7. Write a program for java script using For Loop.
8. Write a program for java script using While Loop.
9. Write a program for java script using Break Statement.
10. Write a program for java script using continue Statement.
11. Write a program for java script using Function
12. Write a program for java script for Time Alert Box.
13. How to print the Dialog Box?
14. Write a Program for String Function.
15. Write a Program for Math Function.

B.Sc(CS)III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Computer Graphics	6 hrs week
17BSCCSE61		Credits: 4

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device.

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 5th Edition, Prentice Hall of India, C Version.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, Tata McGraw- Hill Publishing Company, New Delhi.
2. Mitchell Waite, Computer Graphics Primer, 4th Edition, Howard w. Sams & Co.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University.

B.Sc(CS)III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Compiler Design	6 hrs week
Code: 16BSCCSE62		Credits: 4

UNIT I :

Introduction – Structure of a Compiler – Compiler writing tools – Basic constructs of High level programming languages – Data structures – Parameter transmission. Lexical Analysis – Role of Lexical analyzer – Finite Automata – Regular Expressions to Finite Automata – Minimizing number of states of Deterministic Finite Automaton – Implementation of Lexical analyzer in C.

UNIT II:

Parsing Techniques – Context free Grammars – Derivations and Parse trees – Ambiguity – Capabilities of Context free grammar - Top down and Bottom up Parsing – Handles – Shift Reduce parsing – Operator precedence parsing – Recursive Descent parsing – Predictive Parsing .

UNIT III :

Automatic Parsing Techniques – LR parser – Canonical Collection of LR(0) items – Construction of SLR parsing tables – LR(1) sets of items construction – Construction of canonical LR parsing tables.

UNIT IV :

Syntax Directed Translation – Semantic action – Implementation of syntax directed translators – Intermediate code: Prefix notation, Quadruples, Triples, Indirect triples – Methods of translation of assignment statements, Boolean expressions and Control statements.

UNIT V:

Symbol Tables and Code Generation: Representing information in a symbol table – Data structures for symbol table – Introduction to code optimization – Basic blocks – DAG representation – Error detection and Recovery – Introduction to Code generation.

Text book :

1. Alfred V. Aho, Ravi Sethi, Jeffrey D. Ullman, “Compilers : Principles, Techniques, and Tools, Pearson Education Asia,

Reference books:

1. Dhamdhare D.M., “Compiler Construction: Theory and Practice”, McMillan India Ltd.,
2. Holub Allen, “Compiler Design in C”, Prentice Hall of India.
3. V.Raghavan, Principles of Compiler design, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc(CS)III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Information Security	6 hrs week
17BSCCSE63		Credits: 4

UNIT I:

Introduction:History of Information security - What is Security? - CNSS Security Model - Components of an Information System - Balancing Information security and Access – Approaches to Information security implementation - The SDLC - The Security SDLC.

UNIT II:

Security Investigation: Need for Security, Business Needs, Threats, Attacks, Professional, Legal and Ethical Issues in Information security.

UNIT III:

Managing IT Risk:An overview of Risk Management - Risk Identification – Risk Assessment - Risk Control Strategies- Selecting Risk Control Strategy – Quantitative Versus Qualitative Risk Control Practices.ing Risk.

UNIT IV:

How to plan for security:Information security Planning and Governance - Information Security Policy, Standards and Practices - ISO 17799/BS 7799, NIST Models, VISA International Security Model, Design of Security Architecture – Continuity strategies.

UNIT V :

Security Technology:Introduction – Intrusion detection and prevention systems - Scanning and Analysis Tools – Biometric access controls – Cipher methods – Cryptographic algorithms – Cryptographic tools – Protocols for secure communication- Attacks on Cryptosystems.

Text book:

1. Michael E Whitman and Herbert J Mattord, Principles of Information Security, Fourth Edition, CENGAGE Learning, 6th Indian Reprint, 2013.

Unit I: Chapter 1

Unit II: Chapter 2, Chapter 3

Unit III: Chapter 4

Unit IV: Chapter 5

Unit V: Chapter 7, Chapter 8

Reference books:

1. Micki Krause, Harold F. Tipton, Handbook of Information Security Management, Vol. 1-3, CRCPressLLC,2004.
2. Hacking Exposed, Stuart McClure, Joel Scrambray, George Kurtz, Tata McGraw- Hill Publishing Company, NewDelhi.
3. Matt Bishop, Pearson Computer Security Art and Science, PHI.

B.Sc (CS) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
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Semester – VI	Embedded System	6 hrs week
Code: 17BSCCSE64		Credits: 4

UNIT I

Introduction to Embedded systems – processor in the system – software embedded into a system – structural units in a processor – processor, memory selection, Memory devices - Allocation of memory to program segments and blocks and memory map of a system.

UNIT II

Device drivers – Interrupt servicing mechanisms – context and periods for context switching - Programming concepts and Embedded programming in C and C++: Software programming in ALP and in high level language ‘C’ – ‘C’ program elements: Header source files and preprocessor directives – Macros and functions: Data types – data structures – modifiers – statements – loops and pointers – Embedded programming in C++ and Java.

UNIT III

Program modeling concepts in single and multiprocessor systems – software – development process: modeling process for software analysis – programming model for event controlled or response time constrained real time program- modeling of multiprocessor systems. Multiple processes – sharing data by multiple tasks and routines – inter process communications.

UNIT IV

Real time operating systems: OS services – IO sub systems – Real time and embedded operating systems – Interrupt routines in RTOS environment – RTOS task scheduling models, Interrupt latency and response times of the task as performance metrics – performance metrics in scheduling models.

UNIT V

Hardware Software code design: Embedded system project management – Embedded system design and Co-design Issues – Design Cycle – uses of target system – use of software tools for development – use of scopes and logic analysers for system hardware tests – issues in embedded system design.

Text Book

1. Embedded systems – Architecture, Programming and Design By Raj Kamal – TMH, 2007.

REFERENCE:

1. Mohamed Ali Maszidi & Janice Gillispie Maszidi, “The 8051 Microcontroller and Embedded System”, Pearson Publishers

B.Sc(CS)III Year	Elective	Max Marks 100
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		Int: 40 Ext: 60
Semester – VI	Project Work	6 hrs week
17BSCCSP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development

Syllabus for B.Sc (Information Technology)

Academic year 2017-2018

BSc IT- I	jkpo; jhs;	Max Marks 100
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk	Int: 25 Ext: 75
17BSCITL11		6 hrs week
		Credit: 3

§W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

- | | |
|------------------------------------|--|
| 51. ghujpahH | -nts;isj;jhkiu |
| 52. ghujpjhrd; | -ePq;fNsnrhy;Yq;fs; |
| 53. ftpkzpNjrpftpehafk; | -Gj;jhpd; mKjnkhopfs;(MrpaN[hjp) |
| 54. ehkf;fy; ftpQH ,uhkypq;fk; | -mtDk; mtSk; tpUk;gpaehLgps;is |
| 55. gl;Lf;Nfhl;ilfy;ahzRe;juk; | -cyfk; cwq;ifapNy ghidfs;...(jpiuapirg; ghly;) |
| 56. fz;zjhrd; | -el;G |
| 57. ngUQ;rpj;jdhH
eilapLjk;gp) | -fdpr;rhW (ehl;ilkyHj;jpl |
| 58. Kbaurd; | -fy;tpg;gad; |
| 59. ehl;Lg;Gwg;ghly; (jhyhl;L) | -thdhkhkiyehl;Lg; ghly;fs; |
| 60. ehl;Lg;Gwg;ghly; (xg;ghhp) | -thdhkhkiyehl;Lg; ghly;fs; |

§W - 2 GJf;ftpjifs; iff;§ ftpjifs;

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| 61. e.gpr;r%Hj;jp | -G+f;fhhp |
| 62. ftpQHkPuh | -mtruf;fhud; |
| 63. K.Nkj;jh | -ftpg;ghLk; fpuhkk; |
| 64. rpw;gp | -jz;lid |
| 65. mg;Jy; uFkhd; | -,uz;lhk; tUif |
| 66. rpjk;guehjd; | -epyk; |
| 67. <NuhLjkpod;gd; | -rpuha;fs; (kpd;kpdpf;fhL) |
| 68. ituKj;J | -thdk; rpd;dJjhd; |
| 69. fe;jHtd; | -fpopry;fs; |
| 70. ,uh. kPdhL;rp | -Mbf; fhw;Nw |
| 71. A+. GfNoe;jp | -fUk;gyifapy; vOjhjit |
| 72. Gd;difNrJ | -khw;wq;fs; |

73. v];.ghG -fz;zPUld;
 74. rz;Kfk; rutzd; -Jwtpd; ,irf; Fwpg;G
 75. iff;\$ ftpijfs; -njhFg;G
- \$W - 3 rpWfijfs;**
21. GJikg;gpj;jd; -xUehs; fope;jJ
 22. F. mofphprhkp -uh[h te;jpUf;fpwhH
 23. jp. [hdfpuhkd; -rj;jpakh
 24. mwpQHmz;zh -nrt;thio
 25. NrhiyRe;jungUkhs; -,Ug;G
 26. Nkyhz;iknghd;Dr;rhkp -G+
 27. nt. ,iwad;G -];jgjp
 28. Mz;lhs; gphpajH\pdp -khj;jpiu
 29. Fd;wf;Fb fp. rpq;fhutBNty; -jpUkzj;jpy; xUjpUg;gk;
 30. itf;fk; KfkJ g\PH -khkuk;
 (kiyahsk; nkhopngaHg;G)
- \$W -4 ,yf;fzk;**
 Kjy; vOj;Jfs; - rhh;ngOj;Jfs; ty;nyOj;JkpFk; ,lq;fs;; ty;nyOj;Jkpfh ,lq;fs;; nkhopKjy;
 vOj;Jfs; -nkhop ,WjpvOj;Jfs;; GJf;ftpijapy; gbkk; - FwpaPL.
- \$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;**
- m) 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;
 2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij
 3. rpWfijapd; Njhw;wKk; tsHr;rpAk;
- M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpiow;wnjhliuNjHe;njLj;jy;;
 xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk;
 nghUj;jkhdnghUs; - nghUj;jkhdnjhlH.
- ghl E}y;fs;**
3. nra;As; njhFg;G 2. rpWfijfs;
 gy;fiyf; fofntspaPL kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

BSc IT- I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 hrs week
17BSCITL12		Credit: 3

OBJECTIVES

- To expose students to functional aspects of English language.
- To give them proper perspectives of life, by introducing them to the works of eminent men.
- To develop their reading skills through reading short stories.

UNIT: I. GRAMMAR

- The Bridge

UNIT: II. POETRY

- Daffodils - William Wordsworth
- La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

3. Astrologers Day - R. K. Narayan
 4. The Necklace - Guy De Maupassant

UNIT: IV. PROSE

2. I have a dream -Martin Luther King

UNIT: V COMPOSITION

3. Paragraph writing
 4. Letter writing

TEXT PRESCRIBED:

6. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
7. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
8. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
9. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
10. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Sc(IT) – I	Core	Max Marks 100
Semester – I	INTRODUCTION TO IT& HTML	Int: 25 Ext: 75
17BSCITC11		5 hrs week
		Credits: 5

OBJECTIVES:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable the students to understand the architecture of the information system.

Unit I

Introduction: Types of computers – Characteristics of computer – Classification of Digital Computer System – Anatomy of Computer: Central Processing unit – Memory – How the CPU and Memory work. Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages

Unit II

Computer Architecture: Introduction: The first Electronic computers – Low Level Languages – High level languages – Peripheral devices: systems: Input Devices: Keyboard – Mouse – Trackball – Joystick – MICR – OCR – OMR –BCR – Touch Screen – Scanner

Unit III

Output Devices: Monitor – Characteristics of Monitor – Video standards – Printers – Plotters

Introduction: information systems – software and data – IT in Business and Industry – IT in the Home and at Play – IT in education and Training – IT in Entertainment and the Arts – IT in science; Engineering and Mathematics – Computers in Hiding

UNIT IV

Introduction to HTML: Designing a Home Page - History of HTML - Hyperlinks. **Head and Body Sections:** Header Section - Title - Prologue - Links - Colorful web page - Comment lines. **Designing the Body Section:** Heading printing - Aligning the Headings - Paragraph - Tab settings - Images and Pictures - Embedding PNG format images. **Ordered and Unordered Lists:** Lists - Unordered List - Headings in a list - Ordered List - Nested List.

UNIT V:

Table Handling: Tables - Table creation in HTML - Width of the table and cells - Cells Spanning Multiple Rows/Columns - Coloring cells - Column Specification. **Frames:** Frameset Definition - Frame Definition - Nested Framesets.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 4th Edition, Vijay Cole Imprints Pvt Ltd.
2. Laura Lemay, Web Publishing with HTML 4, 2nd Edition, SAMS Tech media, New Delhi.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 3rd Edition, DreamTech Press Publication.
2. Pradeep K.Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications.
3. Dennis P.Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 2nd Edition, Tata McGraw-Hill Publishing.
4. David Mercer, “HTML Introduction to Web Page Design and Development”, Tata McGraw Hill Publishing Company Limited, New Delhi.

B.Sc(IT) - I	CORE	Max Marks 100
Semester – I	HTML PROGRAMMING LAB	Int: 40 Ext:60
17BSCITC1P		5 hrs week
		Credits: 4

HTML:

1. a. Write HTML code to develop a web page having the background in red and body “My First Page” in any other color.
 - b. Create a HTML document giving details of your name, age, telephone, address, roll no. using align tag.
 - c. Write HTML code to design a page containing a text in a paragraph give suitable heading style.
 - d. Design a page having background color given text color red and using all the attributes of font tag.
2. a. Write HTML code to create a WebPage that contains an Image at its center.
 - b. Create a web Page using href tag having the attribute alink, vlink.

- c. Write a HTML code to create a web page of pink color and display moving message in red color.
3. a. Create a web page, showing an ordered list of name of your five friends.
 b. Create a HTML document containing a nested list showing the content page of any book
 c. Create a web page, showing an unordered list of name of fruits
4. Create a table in HTML with Dummy Data Name of Train Place Destination Train No
 Time Fare Arrival Departure
5. Write HTML code to create a web page that displays your class time table.
6. a. Create a web page with Table using Frame concept
 b. Create a web page having two frames one containing links and another with contents of the links. When link is clicked appropriate contents should be displayed on Frame2.
7. Design an application form using all input types.
8. Design a website of your own by using all html

B.Sc(IT) –I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – I	MATHEMATICAL FOUNDATIONS	4 hrs week
17BSCITA11		Credits: 4

Objectives:

1. To enable the students to understand the concept of set theory.
2. To enable the students to understand the concept of logic theory.
3. To enable the students to understand the concept of Graph theory.

UNIT I

Set Theory: Definition, examples, Union, Intersection of a Set: Problems – Relations, Reflexive, Symmetric, Transitive Property, Equivalence relations – Partial order – Function: inverse function – Binary operations – Groups: Definitions and examples – Elementary Properties, Theorem.

UNIT II

Logic – Introduction: Definitions and examples – Connectives: Conjunction, Disjunction, Conditional, Biconditional: Word Problems – Truth Table – Tautology, Contradiction-Parsing Tree.

UNIT III

Matrices: Definition and Examples: Elementary Transformation: Types of Matrices- Transpose of a Matrix – Matrix addition and multiplications - Inverse of Matrix – Canonical form of a matrix - Rank of a Matrix – Simultaneous Linear Equations.

UNIT IV

Graph Theory: Introduction – Definition and Examples – Degree of a graph : Regular graph-sub graphs – Types of graphs - Matrices – Adjacency matrices, Incidency matrices-connectedness: Walks, Trials, Paths, Definition and Examples.

UNIT V

Eulerian Graphs : Definition and Examples : Basic theorem in Eulerian graphs – Hamiltonian Graph : Definition and Examples : Basic Theorems – Trees : Definition and Examples.

Text book:

S. Arumugam & A. Thangapandi Isaac, Modern Algebra, SciTech Publications, 2005(for Units I, III).

Dr.M.K Venkaatraman, Dr.N.Sridharan& Dr.N.Chandrasekaran, Discrete Mathematics National Publishing Company, 2000. (for Unit II).

S.Arumugam and S.Ramachandran, Invitation to Graph Theory, SciTech Publications, 2005, Chennai. (For Units IV, V).

Reference book:

Richard Johnson Baugh, Discrete Mathematics, Prentice Hall, 2008.

Norman Biggs, Discrete mathematics, Oxford University Press, 2002.

B.Sc (IT)- I	Skill Based	Max Marks 100 Int:40 Ext: 60
Semester – I	OFFICE AUTOMATION LAB	2 hrs week
17BSCITS1P		Credits: 2

MS-WORD:

2. Open a word document to prepare your **Resume** by performing the following operations.
 - (a) Formatting the Text- Alignment & Font style
 - (b) Page setup (margin alignment, page height & width)
6. Create a word document to prepare an application form (College, Bank, etc)
7. Create a student mark sheet using table, find out the total & average marks and display the result.
8. Design an invitation of your course inauguration function using different fonts, font sizes, bullets and Word Art/ Clip Art
9. Mail Merge Concept
 - (a) Prepare a business letter for more than one company using mail merge.
 - (b) Prepare an invitation and to be sent to specific addresses in the data source.

MS-Excel:

10. Create suitable work sheet with necessary information and use Data sort to display results. Also use Data Filters to answer at least five different criteria.
11. Create suitable work sheet with necessary information and make out a suitable chart showing gridlines, legends and titles for axes.
12. Prepare salary bill in a worksheet showing Basic Pay, DA, HRA, Gross salary, PF, Tax and Net salary using suitable Excel Functions.
13. Create, display and interact with data using Pivot Tables and Pivot Charts of Excel features.

MS-Power Point:

15. Create a power point presentation to explain various aspects of your college using Autoplay
16. Create a power point presentation to explain the sales performance of a company over a period of five years. Include slides covering the profile of the company, year wise sales and graph with gridlines, legends and titles for axes. Use Clip Art and animation features.
17. Create a power point presentation from template.
18. Prepare a presentation using Auto Wizard and see its various views.
19. Create a power point presentation with audio and video effect.

MS-ACCESS:

17. Create a table for storing marks of 10 students. The fields of the table are given below: Reg. No, Name, Mark1, Mark2, Mark3, Test average(Best Two/2), Assignment, Seminar and Total marks(Test average + Assignment + Seminar) The fields 'Mark1', 'Mark2', 'Mark3' should not allow the user to enter a mark greater than 25 and should display proper message in such case. Similar constraint for the field 'Assignment' is 5 marks and for the field 'Seminar', it is 10 marks.
18. Create a table showing names of authors of at least 10 different books, title of books, the prices of these books, name of publishers and year of publication. Also create Select, Action and Cross-tab queries to display the records from this table meeting the criteria used in these queries.

B.Sc(IT)- I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – I	INTRODUCTION TO INFORMATION TECHNOLOGY	2 hrs week
17BSCITN11		Credits: 2

Objectives:

1. To understand Information Technology.
2. To understand usage of computer.
3. To enable to understand the Architecture of system.

Unit I

Types of computers – Characteristics of computers – Classification of Digital computer systems – Anatomy of Digital Computer: Functions and Components of a Computer – Central Processing Unit (CPU) – Memory - Operations of CPU and Memory.

Unit II

Introduction – The Peripheral Devices – Speeding up the system – Memory Cache – CISC and RISC – Advantages & Disadvantages of CISC - RISC Characteristics – advantages & disadvantages of RISC.

Unit III

Introduction – RAM – ROM – Flash memory – Auxiliary storage devices: Magnetic tape – Winchester Disk – Hard Disk – Floppy Disk – Super Disk – Optical Disk – Jaz disk- Zip disk - CD-ROM – Magneto-Optical Drives.

Unit IV

Input Devices: Introduction – Keyboard – Mouse – Trackball – Joystick – Scanners – Digital Camera – MICR – OCR – Bar code reader – Speech Input devices – Touch screen – Light

Pen. Output devices: Monitor – Classification of monitors – Characteristics of monitor – Printer – Plotter – Sound cards & Speakers.

Unit V

Software: Introduction – User Interface – Application Programs – Operating System: Introduction, Functions of OS – Classifications of OS – Programming Languages: Machine languages – Assembly languages – High-level languages and types – Compilers & Interpreters – Process of compilation.

Text book:

1. Alexis Leon, Mathews Leon, Introduction to Information System, 4th Edition, Vijay Cole Imprints Pvt Ltd.

Reference book:

1. Vikas Gupta, IT Tools and Applications, 3rd Edition, DreamTech Press Publication.
2. Pradeep K. Sinha, Pritisinha, Computer Fundamental Concepts, Systems and Application, 3rd Edition, BPB Publications.
3. Dennis P. Curtin, Kim Foley, Kunal Sen & Cathleen Morin, Information Technology, The Breaking Wave, 4th Edition, Tata McGraw-Hill Publishing, New Delhi.

B.Sc (IT) - I	jkpo; jhs;	Max Marks 100
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	Int: 25 Ext: 75
17BSCITL21		6 hrs week
		Credits: 3

. \$W - 1 gf;jp ,yf;fpak;

- | | | |
|----------------------|---|-----------------------------|
| 25. jpUQhdrk;ge;jH | - | Njthuk; 5 ghly;fs; |
| 26. jpUehTf;furH | - | Njthuk; 5 ghly;fs; |
| 27. khzpf;fthrfH | - | jpUthrfk; 4 ghly;fs; |
| 28. jpU%yH | - | jpUke;jpuk; 4ghly;fs; |
| 29. nghpaho;thh; | - | jpUnkhop 6 ghly;fs; |
| 30. Mz;lhs; | - | jpUg;ghit 6 ghly;fs; |
| 31. ek;kho;thH | - | jpUtha;nkhop 5 ghly;fs; |
| 32. ,uhkypq;fts;syhH | - | jpUtUl;gh (Kjy;) 2 ghly;fs; |
| 33. mgpuhkpgl;lH | - | mgpuhkpme;jhjp 2 |
| ghly;fs; | | |
| 34. rptthf;fpaH | - | 5 ghly;fs; |
| 35. gl;bdj;jhH | - | 5 ghly;fs; |
| 36. gj;jpufphpahH | - | 5 fz;zpf; |

\$W - 2 rpw;wpyf;fpak;

13. kPdhl;rpmk;ikgps;isj; jkpo;
14. jkpo;tpLJ}J
15. Kf;\$lw;gs;S
16. ee;jpf;fyk;gfk;

17. fypfj;Jg;guzp
18. jpUFw;whyf; FwtQ;rp

\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

7. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
8. rpw;wpyf;fpatuyhW
9. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

5. nra;As; njhFg;G
gy;fiyf; fofntspaPL
kJiufhkuhrHgy;fiyf;fofk;
kJiu-21
6. Njly;(Gjpdk;)
MrphpaH - nghd;dPyd; epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id- 98

B.Sc (IT) - I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES,	6 hrs week
17BSCITL22	GRAMMAR & COMPOSITION;	Credits: 3

OBJECTIVES:

- 10) To introduce them to a few classics in English poetry
11) To develop their writing skills.
12) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

10. Refund - Fritz Karinthy
11. Little Girls Wiser Than Men - Leo Tolstoy
12. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
- 3.Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
- 4.G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Sc(IT)- I	Core	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROGRAMMING IN C	4 hrs week
17BSCITC21		Credits: 5

UNIT I

Overview of C: History of C – Importance of C – Basic structure of C – Programming style – Constants, variables and Data types – declaration of variables, storage class – defining symbolic constants – declaring a variable as constant, volatile – overflow and underflow of data. **Operators and expressions:** arithmetic, relational, logical, assignment operators – increment and decrement operators, conditional operators, bitwise operators, special operators – arithmetic expression – evaluation of expressions – precedence of arithmetic operators – type conversions in expression – operator precedence and associativity – mathematical functions –

UNIT II

Managing i/o operations: reading and writing a character – formatted input, output. **Decision making and branching:** if statement, if... else statement – nesting of if else statement – Else if Ladder – Switch statement – the ?: operator – goto statement. The While statement – do statement – The for statement – jumps in loops

UNIT III

Arrays: one dimensional array – declaration, initialization – two dimensional array – multi dimensional array – dynamic arrays – initialization. **Strings:** declaration, initialization of string variables – reading and writing string – arithmetic operations on strings – putting strings together – comparison – string handling function – table of strings – features of string.

UNIT IV

User defined functions: need – multi function program – elements of user defined function – definition – return values and their types – function calls, declaration, category – all types of arguments and return values – nesting of functions – recursion – passing arrays, strings to functions – scope visibility and life time of variables – multi file programs. **Structures and unions:** defining a structure – declaring structure variables – accessing structure members – initialization –

copying and comparing – operations on individual members – arrays of structures – arrays within structures – structures within structures – structures and functions – Unions – size of structures – bit fields.

UNIT V

Pointers: accessing the address of a variable – declaring, initialization of pointer variables – accessing a variable through its pointer – chain of pointers – pointer expressions – pointer increment and scale factors – pointers and arrays – pointers and character strings – array of pointers – pointers as function arguments – function returning pointers – pointers to functions – pointers and structures. **Files:** defining, opening, closing a file. I/O operations on files – error handling during I/O operations – random access to file – command line arguments.

Text Book: 1. E.Balagurusamy, “Programming in ANSI C”, 5th edition, Tata McGraw Hill Publishing Company, New Delhi.

Reference Book: Gottfried, Programming with C (Schaum’s Outline Series), Tata McGraw Hill Publishing Company, New Delhi.

B.Sc(IT) -I	Core	Max Marks 100 Int: 40 Ext: 60
Semester – II	PROGRAMMING IN C LAB	6 hrs week
17BSCITC2P		Credits: 4

1. To find Sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To find the nth Fibonacci Number
4. To check if a number is Prime Number or not
5. To check if a no is Adam Number
6. To reverse a given string and check if it is a palindrome
7. To add and subtract two Matrices
8. To multiply two matrices
9. To Sort the numbers in ascending order using array.
10. To manipulate string handling functions.
11. To prepare a student mark list using structure.
12. To prepare Pay Bill-Structure
13. To sort the number in descending order using pointers.
14. To read a character from a file & write into another file.
15. To prepare EB Bill-File.

B.Sc (IT) -I	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	DIGITAL PRINCIPLES AND APPLICATIONS	4 hrs week
17BSCITA21		Credits: 4

Objectives:

1. To enable the students to understand laws and theorems applied in circuit and design.
2. To enable the students to understand Types to registers, counters used in circuits.
3. To enable the students to understand Types to timers used in circuits.

UNIT - I

Number Systems and Discrete Logic: Why Binary – Binary to decimal – Decimal to binary – Octal – Hexa decimal – ASCII code – Excess – 3 code – Gray Code – OR gates – AND gates – Boolean Algebra – NOR gates – NAND gates – Exclusive OR gates.

UNIT - II

Circuit Analysis and Design: Boolean Law and theorems – Sum of product method – K.Map truth tables – Pairs. Quads, Octets – K.Map simplifications – Don't care – Product of sum method – Product of sum simplifications.

UNIT – III

Data Processing and Arithmetic circuits: Multiplexers – De.multiplexers – Decoders – Encoders – Parity generators/checkers – Binary addition – Binary subtraction – 2's & 1's complement representation – Complement arithmetic – Arithmetic building blocks.

UNIT – IV

Flip – flops, clocks and timers: Flip Flops - Types of Flip flops: RS – flip – flop - Clocked RS flip-flop – D Flip – Flop – JK Flip – Flop – T flip-flop – JK Master Slave Flip – Flop – 555 Timer Astable– 555 Timer Schmitt Trigger.

UNIT – V

Shift Registers and Counters: Types of Registers – Serial in serial out – Serial in parallel out – Parallel in serial out – Parallel in parallel out – Ring counter – Ripple counter.

Text book:

1. Albert Paul Malvino & Donald P.Leach, Digital Principles and Applications, 5th Edition, Tata McGraw – Hill Publication, New Delhi.

Reference books :

1. S.Salivahanan & S.Arivazhagan, Digital Circuits and Design, Vikas Publishing Pvt Ltd.
2. M.Morris Mano, Digital Logic and Computer Design, Prentice Hall.
3. Thomas C.Bartee, Computer Architecture and Logic Design, Tata McGraw Hill Publications, New Delhi.

B.Sc(IT)- I	Skill based	Max Marks 100 Int: 40 Ext: 60
Semester – II	INTERNET APPLICATION LAB	2 hrs week
17BSCITS2P		Credits: 2

OBJECTIVES:

1. To explore the knowledge in Internet Applications.
2. To explore the knowledge of creating Email Accounts.
3. To understand the Importance of Internet Features.

List of Programs:

11. Google Search.
12. Create an Email Account.
13. Compose a Mail and Send it to your friend.
14. Attach a document to a mail.
15. Create a Group mail Account.
16. World Wide Web: Search Engines
17. Blog Creation
18. Register your details in job provider sites
19. Read the e papers.
20. Register your details in Alumni sites

B.Sc (IT)- I	Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	HTML PROGRAMMING	2 hrs week
17BSCITN21		Credits: 2

Objectives:

1. To enrich the knowledge about HTML.
2. To enrich the knowledge about Web Designing
3. To enrich the knowledge about Forms.

Unit I

OVERVIEW OF HTML – Structure of a HTML Program – HEAD tag – BODY tag- Paragraph tag – Formatting tags (Bold-Underline-italic-strike thru-superscript-subscript).

Unit II

LISTS - Ordered list and unordered list – Marquee tag – Ruler tag – Font tag – Data Definition tag.

Unit III

TABLES – TABLE building tags and attributes of table – Table tag – Table header tag – Table row tag – Table data tag – Row span – Column span.

Unit IV

LINKS – Linking pages using anchor tag – attributes of anchor tag – image tag and its attributes – Frame tag.

Unit V

FORMS – Form tag – Input tag – Types – Text, radio, button, check, and password – Sample – Web page creation.

Text book:

1. Sybex, HTML Complete, 3rd Edition, BPB Publications.

Reference book:

1. Tim Berners-Lee, Information Management: A Proposal, CERN Publications.
2. Steven Champeon, David S.Fox, Building Dynamic HTML GUIs, John Wiley & Sons.
3. Elizabeth Castro, Html for World Wide Web, 4th Edition, Peach pit Press.

B.Sc (I.T.)-II	jkpo; jhs;	Max Marks 100 Int: 25 Ext: 75
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	6 hrs week
17BSCITL31		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

7. rpyg;gjpgfhuk; - kJiuf;fhzlk; - tof;Fiufhij
8. kzpNkfiy -Japy; vOg;gpafhij
9. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
3. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; -
fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98

13. ahUf;fhf gilj;jhd;?
14. Mf;fpdp MW
15. \$L NjLk; gwitfs;
16. FUNrj;jpuq;fs; Xa;tjpy;iy
17. Kd;Dk; gpd;Dk;
18. xU jPHg;G

\$W - 4 jkpo; ,yf;fzk; -

mzp tiffs;> gh tiffs;
15. ctikazp 1 ntz;gh

16. cUtmzp 2 Mrphpag;gh
 17. gpwpJnkhopjy; mzp 3 fypg;gh
 18. jw;Fwpg;Ngw;wmzp 4 tQ;rpg;gh
 19. caHTetpw;rpmzp
 20. rpNyilmzp
 21. tQ;rg; Gfo;r;rpmzp

\$W - 5 jkpo; ,yf;fpatuyhW

3. fhg;gpa ,yf;fpatuyhW
m. lk;ngUk; fhg;gpaq;fs;
M. IQrpWq; fhg;gpaq;fs;
 2. ehlf ,yf;fpa tuyhW

B.Sc(IT)- II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester –III	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 Hrs week
17BSCITL32		Credits: 3

OBJECTIVES:

7. To introduce the functional grammar to the students.
8. To expose creative writing to the students.
9. To enhance students' communication skills.

UNIT: I PROSE

- 5) University days – James Thurber
- 6) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 5) Night of the scorpion-Nissim Ezekiel
- 6) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 5) Karma-Kushwant Singh
- 6) Two gentle men of Verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct and Indirect Speech, Conjunction, Adverb, Adjectives, Pronouns

UNIT: V COMPOSITION

Note making, Essay Writing, Describe a Place, Person and Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 9) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 10) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.
- 11) Dr. S.Vincent. (Ed) Let’s Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 12) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

B.Sc(IT)- II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	OBJECT ORIENTED PROGRAMMING WITH C++ AND DATA STRUCTURE	6 hrs week
17BSCITC31		Credits: 5

Objectives:

1. To understand the basic concept of OOP.
2. To become familiar in object oriented programming.
3. To understand the concepts of Data structures.

UNIT I

Principles of Object Oriented Programming (OOP) Software Evolution -OOP Paradigm - Basic Concepts of OOP - Benefits of OOP- Object Oriented Languages - Applications of OOPS. Introduction - Structures of C++. Functions in C++ - Main function - Function Prototyping -Call by reference -Return by reference

UNIT II

Classes and Objects: Constructors and Destructors –Implicit Constructor –Explicit Constructor - Copy Constructor – Constructor Overloading. Inheritance: Single Inheritance - Multilevel Inheritance -Multiple Inheritance - Hierarchical Inheritance -Hybrid Inheritance, Pointers, Virtual Functions and Polymorphism.

UNIT III

Working with files: classes for file stream operations -Opening and Closing a file - End-of-file detection -File pointers -Updating a file -Error handling during file operations - Command line arguments.

UNIT IV

Arrays, Records and Pointers: Linear arrays-representation in memory-traversing linear array-inserting, deleting, sorting, bubble sort, searching: linear search, binary search – multidimensional array.

UNIT V

Trees: Introduction-binary trees-representing binary trees in memory-traversing binary trees-traversal algorithms using stacks.

Text books:

1. E. Balagurusamy, Object Oriented Programming with C++, Tata McGraw- Hill, New Delhi.
2. Ellis Horowitz, Sartaj Sahani, Fundamentals of Data Structures, Galgotia Publishers.

Reference books:

1. Herbert Schildt, C++ from the Ground Up, 3rd Edition, Tata McGraw Hill Edition, New Delhi.
2. Al.Stevens, C++ Programming, 7th Edition, Willey Dream Tech India Pvt Ltd.
3. Sutter, Herb, Alexandrescu, Andrei, C++ coding Standards, 3rd Edition, Addison

B.Sc(IT)- II	Core	Max Marks 100 Int: 40 Ext: 60
Semester – III	Programming using C++ Lab	6 hrs week
17BSCITC3P		Credits: 5

Objectives:

1. To understand the basic concept of OOPS.
2. To develop programs in C++.
3. To implement data structure concepts.

2. To perform Area calculation using Function overloading (Min three functions).
3. To perform String manipulation (three different types) using function overloading.
4. To swap two values between two class objects using friend function.
5. To find minimum of two numbers between two class objects using friend function.
6. To overload unary minus operator which changes sign of given vector (3 elements)
7. To overload Binary + operator which adds two complex numbers.
7. To process students mark list using multiple inheritance
9. Process employee details using hierarchical inheritance
15. To process family details using hybrid inheritance
16. A program to implement parameterized Constructor.
17. A program to implement Copy Constructor.
18. To sort the numbers using pointers.
19. A Program to implement the concept of Reading and Writing class objects.
20. To list the odd and even numbers in separate files using Command Line arguments.

B.Sc(IT) -II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	RESOURCE MANAGEMENT TECHNIQUES	4 hrs week
17BSCITA31		Credits: 4

Objectives:

1. To acquire students with the application of operations research to business.
2. To acquire students with the application of operations research to industry.
3. To expose them to the significant of various scientific tools and models that is available in operations research.

UNIT I

Definition of OR -Development of OR –History of OR – Mathematical Modeling - Characteristics & phases -tools, techniques & methods- Scope of OR – Uses of OR.

UNIT II

Linear Programming problem -Formulation – Managerial Problems in Linear Programming problem – Different forms of LPP – Matrix form, Standard form, Canonical form, Slack & surplus variables -Graphical solution : General, No feasible, Unbounded Problems.

UNIT III

Solving the Linear Programming Problem with more than two variables : Simplex method - Computational procedure – Algorithm : General solution, Unbounded solution.

UNIT IV

Mathematical formulation of Assignment problem - Method for solving the assignment Problem.- Hungarian Algorithm method – Balanced Assignment problem – Unbalanced Assignment problem – Traveling Salesman Problem.

UNIT V

Mathematical formulation of Transportation problem – Balanced Transportation problem – Unbalanced Transportation Problem – Finding the Initial Basic Feasible Solution – North West corner rule, Column minima method, Row minima method, Matrix minima method – VAM method – Degeneracy in transportation problem.

Text book:

1. S.D. Sharma, Operation Research, 1st Edition, Sultan Chand.

Reference books:

1. Arumugam and Iscq, Linear programming problem, Prentice Hall.
2. Kanti and Swarap, Manmohan, Operation Research, Harvard University press.
3. J.D. Sharma, Operation Research, Prentice Hall.

B.Sc (I.T.)- II	jkpo; jhs;	Max Marks 100
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	Int: 25 Ext: 75
17BSCITL41		6 hrs week
		Credits: 3

\$W : 1 A gj;Jg;ghl;L
neLey;thil KOtJk;

1 B vl;Lj;njhif

- ew;wpiz – 1> 16> 22 (3 ghly;fs;)
- FWe;njhif – 7> 8> 27> 44> 69 (5 ghly;fs;)
- lq;FWE}W – Gwtzpg;gJ (5 ghly;fs;)
- fypj;njhif – 1> 6> 9> 11 (4 ghly;fs;)
- mfehD}W – 122> 127> 170 (3 ghly;fs;)
- GwehD}W – 8> 9> 74> 100> 109 (5 ghly;fs;)

\$W : 2 mw ,yf;fpak;
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1) nra;e;ed;wpawpjy; (mjpgfhuk; - 11)

- 2) fhykwpjy; - (mjpfhuk; - 40)
 3) Fwpg;gwpjy; (mjpfhuk; - 71)

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2. nghOJ NghfypNa -t.uhkrhkp
3. CUk; ngUk; -uh.NrJgps;is
4. mwptpaYk; fiyAk; -K.tujuhrdhH
5. rq;f newpfs; -t.Rg.khzpf;fk;
6. rpl;Lf;FUtp -ghujpahH
7. neQ;rpdy; gpiog;gpdhs; -Rfp.rptk;
8. md;G -mg;Jy; ufpk;
9. mfq;fhu jkpo; -rh.khlrhkp
10. jkpo; ,yf;fpa tsHr;rpapy;
eifr;Ritapd; gq;F - -K.Kj;ijah

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B.Sc (I.T.)- II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – IV	NOVEL AND ENGLISH FOR	6 hrs week
17BSCITL42	COMPETITIVE EXAMINATION	Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.Sc (IT) II	Core	Max Marks 100
Semester – IV	RELATIONAL DATABASE MANAGEMENT SYSTEMS	Int: 25 Ext: 75
17BSCITC41		5 hrs week
		Credits: 5

Objectives:

1. To introduce the concept of DBMS and Relational Models.
2. To Equip the student with the skill of DBMS operation.
3. To understand the concepts of SQL.

UNIT I:

Overview of database systems: Managing Data – A Historical Perspective – File Systems Versus a DBMS – Advantages of a DBMS – Describing and Storing Data in a DBMS – Queries in a DBMS – Transaction Management – Structure of a DBMS – People Who Work with Databases.**Introduction to database design:** Database Design and ER Diagrams – Entities, Attributes, and Entity Sets – Relationships and Relationship Sets – Additional Features of ER Model – Conceptual Design With the ER Model.

UNIT II:

The relational model: Introduction to the Relational Model – Integrity Constraints over Relations – Enforcing Integrity Constraints – Querying Relational Data – Logical Database Design: ER to Relational – Introduction to Views – Destroying / Altering Tables and Views.

Relational algebra and calculus: Preliminaries – Relational Algebra: Selection and Projection – Set Operations –Renaming – Joins - Division Relational Calculus: Tuple Relational Calculus – Domain Relational Calculus

UNIT III:

Sqlqueries, constraints, triggers: The Form of a Basic SQL Query - UNION, INTERSECT, and EXCEPT – Nested Queries – Aggregate Operators – Null Values – Complex Integrity Constraints in SQL – Triggers and Active Databases – Designing Active Databases

UNIT IV:

Schema refinement and normal forms: Introduction to Schema Refinement – Functional Dependencies – Reasoning about FD’s – Normal Forms – Properties of Decompositions – Normalization – Schema Refinement in Database Design – Other Kinds of Dependencies

UNIT V:

Overview of transaction management: The ACID Properties – Transactions and Schedules – Concurrent Execution of transactions – Lock Based Concurrency Control – Performance of Locking – Transaction Support in SQL – Introduction to Crash Recovery.

Security and authorization: Introduction to Database Security - Access Control – Discretionary Access Control – Mandatory Access Control – Security for Internet Applications – Additional Issues Related to Security.

Text book:

Raghu Ramakrishnan and Johannes Gehrke, Database Management Systems, 4th Edition, Tata McGraw Hill International Edition, New Delhi.

Chapters:

UNIT – I : 1.1 – 1.9, 2.1 – 2.5

UNIT – II : 3.1 – 3.7, 4.1 – 4.3

UNIT – III : 5.2 – 5.9

UNIT – IV : 19.1 – 19.8

UNIT – V : 16.1 – 16.7, 21.1 – 21.6

Reference Books:

3. Alexis Leon and Mathews Leon, Database Management Systems, 4th Edition, Vikas Publishing, Chennai.
4. G.K. Gupta, McGraw Hill Education, Database Management Systems, 4th reprint 2015, Pearson Education Asia.

B.Sc(IT)- II	Core	Max Marks 100 Int: 40 Ext: 60
Semester – IV	RDBMS Lab	5 hrs week
17BSCITC4P		Credits: 4

Objectives:

The following concepts must be introduced to the students:

DDL Commands

- Create table, alter table, drop table

DML Commands

- Select, update, delete and insert statements

I. Create a table Student-master with the following fields client_no, name, address, city, state, pincode, remarks, bal_due with suitable data types.

- e. Create another table supplier_table from client_master. Select all the fields and rename client_no with supplier_no and name with supplier_name.
- f. Insert data into client_master
- g. Insert data into supplier_master from client_master.
- h. Delete the selected row in the client_master.

II. Create a table sales_order with s_order_no and product_no as primary key. Set other fields to store client number, delivery address, delivery date, order status.

- e. Add a new column for storing salesman number using ALTER Command.
- f. Set the s_order_no as foreign key as column constraints.
- g. Set the s_order_no as foreign key as table constraints.
- h. Enforce the integrity rules using CHECK.

III. Create a table student_master with the following fields name, regno, dept and year with suitable data types. Use Select command to do the following.

- e. Select the student's name column.
- f. Eliminate the duplicate entry in table.
- g. Sort the table in alphabetical order.
- h. Select all the Students of a particular department.

V. Create and use the following database schema to answer the given queries

EMPLOYEE			
DEFAULT			
Field	Type	Null	Key
Eno	Char(3)	No	Primary
Ename	Varchar(50)	No	
Job_type	Varchar(50)	No	
Manager	Char(3)	Yes	Foreign
Hiredate	Date	No	
Dno	Integer	Yes	Foreign
Commission	Decimal(10,2)	Yes	
Salary	Decimal(7,2)	No	

DEPARTMENT			
DEFAULT			
Field	Type	Null	Key
Dno	Integer	No	Primary
Dname	Varchar(50)	Yes	

Perform the following queries:

- h. Query to display Employee Name, Job, Hire Date, Employee Number; for each employee with the Employee Number appearing first.
- i. Query to display unique Jobs from the Employee Table.
- j. Query to display the Employee Name concatenated by a Job separated by a comma.
- k. Query to display all the data from the Employee Table. Separate each Column by a comma and name the said column as THE_OUTPUT.
- l. Query to display the Employee Name and Salary of all the employees earning more than \$2850.
- m. Query to display Employee Name and Department Number for the Employee No= 7900.

- n. Query to display Employee Name and Salary for all employees whose salary is not in the range of \$1500 and \$2850.

B.Sc(IT) II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	OPERATING SYSTEM	4 hrs week
17BSCITA41		Credits: 4

Objectives:

1. To know the components of an operating system.
2. To have a thorough knowledge of process and storage management.
3. To know the concept of I/O and file systems.

UNIT I

Introduction – Definition – sample operating systems – protection mechanisms – operating system services, calls, structure of operating systems – Virtual machines – system design, implementation. Overview of system programs – Assembler – linker and loader.

UNIT II

Process Management: process concepts, operations on process – process states transitions – threads and multi threading models. CPU scheduling: process scheduling – basic concepts – scheduling algorithms.

UNIT III

Semaphores – classical synchronization problems – IPC mechanisms. Deadlock: System model – deadlock characterization – prevents a dead lock – deadlock avoidance, detection – recover from a deadlock. Memory management – memory partitioning – paging segmentation

UNIT IV

Virtual memory system – virtual memory basics – hardware and control structures – operating system soft wares. I/O systems: I/O devices – concepts – organization of the I/O function – I/O design issues, buffering – input and output mechanisms.

UNIV V

File Systems: concepts - descriptors – Access methods – file systems – UNIX file systems- file system mounting – file sharing – protection-file system structures – recovery – disc formatting. Linux: main difference between UNIX and Linux – process, file management – device drivers – security.

Text book:

1. Achyut S Godbole, Atul Kahate, Operating Systems, Tata McGraw Hill Publication, New Delhi.

Reference books:

1. Milan Milenkovic, Operating System (Concepts and Design), 3rd Edition, Tata McGraw Hill, New Delhi.
2. Deitel, Harvey M.Deitel, Paul Choffnes, David, Operating Systems. Pearson/Prentice Hall.
3. Stallings, Operating Systems, Internals and Design Principles, Pearson Prentice Hall.

B.Sc (IT) II	Skill Based	Max Marks 100 Int: 40 Ext: 60
Semester – IV	MULTIMEDIA LAB	2 hrs week
17BSCITS4P		Credit: 2

Objectives:

1. To make the students to understand logic of Multimedia.
2. To understand the implementation of Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programs:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and ads edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.
8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Sc(IT) II	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
17BSCITS41		Credits: 2

Objectives:

4. To enhance General Knowledge of students.
5. To orient the students to appear for competitive examinations
6. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

1. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
2. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute
3. Sura's Year Book, Published by Sura College of Competition, Chennai.
4. Manorama Year Book, 2008 onwards
5. General Knowledge, Published by Madurai Kamaraj University

Journals & Magazines:

1. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi – 110008
2. Chronicle – Publisher Chronicle Publication Noida – 201 301 (U.P.) Editor – N.N. Ojha,
4. Competition Affairs, Chandigarh – 160 019, Editor – Balvinder Singh

B.Sc(IT) III	Core	Max Marks 100
Semester – V	SOFTWARE ENGINEERING	Int: 25 Ext: 75
17BSCITC51		6 hrs week
		Credits: 5

Objectives:

1. To understand the concepts of Software Engineering.
2. To understand the concepts of Cost estimation techniques.
3. To understand the concepts of Verification and Validation.

UNIT I

Introduction: Introduction to Software Engineering Some Definition – Some Size Factors – Quality and Productivity Factors – Managerial Issue. Planning a Software Project: Defining the problem – Developing a solution strategy – Planning an organization structure – other planning activities.

UNIT II

Software Cost Estimation: Software Cost Factors – Software cost Estimation techniques – Expert Judgement-Delphi cost Estimation-work break down structures -Algorithmic cost model-staffing Level Estimation – Estimating Software Maintenance costs.

UNIT III

Software Requirements Definition: The Software Requirements Specification –Formal Specification techniques-Relational notations-Implicit Equations-Recurrence relations-Algebraic axioms-Regular Expressions-State oriented notations-Decision,Event,Transistion tables-Finite state mechanisms-Petri nets.

UNIT IV

Software Design: Fundamentals Design Concepts – Modules and Modularizing Criteria Design Notations – Design Techniques – Detailed Design Consideration – Real Time and

distributed System design – Test Plan - Mile Stones walk through and inspection – Design guide lines.

UNIT V

Verification and Validation Techniques: Quality assurance – Static analysis – Symbolic exception – Unit testing and Debugging – System testing – Formal verification. Software maintenance: Enhancing maintainability during development – Managerial aspects Software Maintenance – Configuring Management.

Text book:

1. Richard E.Fairly, Software Engineering Concepts, Tata McGraw Hill Publication, New Delhi.

Reference books:

1. Roger S.Pressman, Software Engineering: A Practitioner’s Approach, Tata McGraw Hill International Book Company Edition, New Delhi.
2. Shoo man, Software Engineering and its Principles, 5th Edition, Tata McGraw Hill International Co, New Delhi.

B.Sc(IT) III	Core	Max Marks 100
Semester – V	JAVA PROGRAMMING	Int: 25 Ext: 75
17BSCITC52		6 hrs week
		Credits: 5

Objectives:

1. To explore the programming knowledge in Java.
2. To understand the concepts like Multithread, Packages and Exceptions.
3. To become familiar with the features of web designing using Applets.

UNIT I

Fundamentals of OOP JAVA Evolution -features, comparison between C and C++ -Java and Internet -World Wide Web -Web browsers -H/W and S/W requirements -support systems - Java environment -JDK, JVM, API, IDE. Overview of Java Language -Constants -Variables Data types -Tokens -Simple Java Program Structure - Implementing Java program..

UNIT II

Operators and Expressions: Arithmetic, Relational, logical, assignment, Increment and decrement, conditional, Bit-wise, special operators – Arithmetic expressions, Evaluation of expressions – Operator precedence and associatively- Selection and Iteration– IF – IF... Else -Nested IF else - Switch Operator- While statement -Do -FOR -Jumps in loops- Labeled Loops.

UNIT III

Classes-Objects -Methods -Defining a class -Adding methods. Variables - creating objects – array -Accessing class members- Constructors methods overloading -static members’ .Nesting of methods -Inheritance -Overriding methods -Abstract methods and classes –Interfaces - Visibility control.

UNIT IV

Packages: System packages -Definition -Using system packages -Naming conventions - creating packages -Accessing a package -Using a package -Adding a class to a package -

Binding classes. Thread Definition -Creating threads - Life cycle of a thread - Types of errors -Exceptions -Syntax - Catch statements -Finally statement.

UNIT V

Utility Classes, APPLETs and Graphics: Utility method -Preparing and building the Applet code -Applet life cycle -creating, Designing a web-page -Applet tag –Adding Applet to HTML file -Running the Applet -Passing parameters to Applets

Text book:

1. E.Balagurusamy, A Primer Programming with Java, Tata McGraw -Hill Publishing Company Ltd., New Delhi.

Reference books:

1. Patrick Naughton & Herbert Schmidt, The Complete reference Java 2, 5th Edition, Tata McGraw Hill, New Delhi .
2. Jon Byous, Java Technology: The Early years, Sun Developer Network.

B.Sc(IT) III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – V	JAVA LAB	6 hrs week
17BSCITC5P		Credits: 5

Objectives:

1. To understand the concepts of OOPS.
2. To understand the concepts of Applets.
3. To develop programming skills in java.

List of Programs:

16. To perform addition of complex numbers using class and objects.
17. To perform multiplication of matrices using class and objects.
18. To perform volume calculation using method overloading
19. Using command line arguments, test if the given string is palindrome or not.
20. Using multilevel inheritance process student marks
21. Implement multiple inheritance of payroll processing
22. Package illustration
23. To illustrate built-in exceptions (any four)
24. To illustrate user defined exceptions(at least four)
25. To create multiple threads
 - a) Using thread class
 - b) Using Runnable interface
26. String manipulation using string methods
27. File – byte stream
28. File – Character stream
29. Applet – Graphical methods
30. Applet – Threads

B.Sc (IT) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	MOBILE COMPUTING	6 hrs week
13BSCCSE51		Credits: 5

OBJECTIVES:

- Understand the basic concepts of mobile computing.
- Be familiar with the network protocol stack.
- Learn the basics of mobile telecommunication system.
- Be exposed to Ad-Hoc networks.
- Gain knowledge about different mobile platforms and application development.

UNIT I: INTRODUCTION

Mobile Computing – Mobile Computing Vs wireless Networking – Mobile Computing Applications – Characteristics of Mobile computing – Structure of Mobile Computing Application. MAC Protocols – Wireless MAC Issues – Fixed Assignment Schemes – Random Assignment Schemes – Reservation Based Schemes.

UNIT II: MOBILE INTERNET PROTOCOL AND TRANSPORT LAYER

Overview of Mobile IP – Features of Mobile IP – Key Mechanism in Mobile IP – route Optimization. Overview of TCP/IP – Architecture of TCP/IP- Adaptation of tCP Window – Improvement in TCP Performance.

UNIT III: MOBILE TELECOMMUNICATION SYSTEM

Global System for Mobile Communication (GSM) – General Packet Radio Service (GPRS) – Universal Mobile Telecommunication System (UMTS).

UNIT IV : MOBILE AD-HOC NETWORKS

Ad-Hoc Basic Concepts – Characteristics – Applications – Design Issues – Routing – Essential of Traditional Routing Protocols – Popular Routing Protocols – Vehicular Ad Hoc networks (VANET) – MANET Vs VANET – Security .

UNIT V:MOBILE PLATFORMS AND APPLICATIONS

Mobile Device Operating Systems – Special Constrains & Requirements – Commercial Mobile Operating Systems – Software Development Kit: iOS, Android, BlackBerry, Windows Phone – M- Commerce – Structure – Pros & Cons – Mobile Payment System – Security Issues.

TEXT BOOK:

1.Prasant Kumar Pattnaik, Rajib Mall, “Fundamentals of Mobile Computing”, PHI Learning Pvt. Ltd, New Delhi.

REFERENCES:

1. Jochen H. Schller, “Mobile Communications”, 3rd Edition, Pearson Education, New Delhi.
2. Dharma PrakashAgarval, Qing and An Zeng, "Introduction to Wireless and Mobile systems", Thomson Asia Pvt Ltd.
3. UweHansmann, LotharMerk, Martin S. Nicklons and Thomas Stober, “Principles ofMobile Computing”, Springer.

B.Sc(IT) III	Elective	Max Marks 100
Semester – V	VISUAL PROGRAMMING	Int: 25 Ext: 75
17BSCITE52		6 hrs week
		Credits: 5

Objectives:

1. To develop programming skills in GUI based language visual basic

2. To understand the concepts of visual programming.
3. To understand the concepts of Graphics.

UNIT I

Starting a new project -The properties window -Common form properties -creating stand-alone windows programs -The tool box -Creating controls -The name property -properties of command buttons -Access keys --Image controls -Text boxes -labels - Message boxes .

UNIT II

Statements -Data Types - Working with variables -Constants -Input boxes - Format function - Picture boxes -Rich Text Boxes-Determinate loops -Indeterminate loops -Making decisions - Select case- Nested If-Then's -Go To,String,Numeric,Date and Time functions.

UNIT III

Function procedures -sub procedures -Advanced uses of procedures and functions - One-dimensional arrays - Arrays with more than one dimension -Using Lists and Arrays with functions and procedures - The new array-based string -Records (User-Defined Types).

UNIT IV

The With statement - Enums -Control arrays- List and Combo Boxes -Code Modules: Global Procedures -The Do Events Function and Sub Main -Accessing Windows functions -Error Trapping -Creating an Object in Visual Basic -Building your own classes.

UNIT IV

Fundamentals of graphics -Screen scales -The line and shape controls -Graphics via code - Lines and Boxes -Circles, Ellipses-File commands -Sequential files -Random access files - Binary files -File System Controls.

Text book:

1. Gary Kernell, Visual Basic 6 from the Ground Up, Tata McGraw Hill Edition, New Delhi.

Reference books:

1. Peter Norton's & Michael Groh, Guide to Visual Basic 6 Tec media.
2. Paul sheriff, Visual Basic, Prentice Hall International.
3. Francesco Balena, Programming Microsoft Visual Basic, Microsoft Press.

B.Sc(IT) III	Elective	Max Marks 100
Semester – V	INFORMATION SECURITY	Int: 25 Ext: 75
17BSCITE53		6 hrs week
		Credits: 5

UNIT I:

Introduction:History of Information security - What is Security? - CNSS Security Model - Components of an Information System - Balancing Information security and Access – Approaches to Information security implementation - The SDLC - The Security SDLC.

UNIT II:

Security Investigation: Need for Security, Business Needs, Threats, Attacks, Professional, Legal and Ethical Issues in Information security.

UNIT III:

Managing IT Risk:An overview of Risk Management - Risk Identification – Risk Assessment - Risk Control Strategies- Selecting Risk Control Strategy – Quantitative Versus Qualitative Risk Control Practices.ling Risk.

UNIT IV:

How to plan for security:Information security Planning and Governnance - Information Security Policy, Standards and Practices - ISO 17799/BS 7799, NIST Models, VISA International Security Model, Design of Security Architecture – Continuity strategies.

UNIT V :

Security Technology:Introduction – Intrusion detection and prevention systems - Scanning and Analysis Tools – Biometric access controls – Cipher methods – Cryptographic algorithms – Cryptographic tools – Protocols for secure communication- Attacks on Cryptosystems.

Text book:

Michael E Whitman and Herbert J Mattord, Principles of Information Security,Fourth

B.Sc (IT) III Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	.NET Programming	6 hrs week
Code: 17BSCITE54		Credits: 4

Edition, CENGAGE Learning, 6th Indian Reprint.

Unit I: Chapter 1

Unit II: Chapter 2, Chapter 3

Unit III: Chapter 4

Unit IV: Chapter 5

Unit V: Chapter 7, Chapter 8

Reference books:

1. Micki Krause, Harold F. Tipton, Handbook of Information Security Management, Vol. 1-3, CRC Press LLC.
2. Joel Scrambray, George Kurtz, Hacking Exposed, Stuart McClure, Tata McGraw-Hill Publication, New Delhi.
3. Matt Bishop, Pearson ,Computer Security Art and Science, PHI.

Objectives:

1. To understand the concepts of advanced visual Programming.
2. To understand the concepts of Dot Net Technologies.
3. To develop programming skills in VB.net

UNIT I

Introduction to VB.net: Basics-Language innovations-AD features-web forms- web services-windows forms-Object Oriented programming & VB.Net- Encapsulation- inheritance-Polymorphism-How to work VB.Net.

UNIT II

Data types: VB.Net data types-reference types verses value types-types as classes-declaring variables - Type conversion- structures-Operators - Arithmetic, concatenation, assignment, comparison, comparing strings & numbers, logical & bitwise operators.

UNIT III

Arrays: Introduction Dynamic arrays-the Redim statement-preserve keyword-error statement-the get upper bound function-the get lower bound function—get length function-set value.

UNIT IV

Procedures: Overview-procedure access-Modifiers-Advantages-types of procedure-sub procedure-function procedure-Dialog box-Introduction-Message box-show method-message box function-input box function-common dialog class.

UNIT V

Classes and Objects: Introduction to classes-instance and static classes-creating a class-component classes-inside classes-methods-properties-events-field-overloading and overriding-constructors-destructors.

Text book:

1. Bill Evjen & Jason Beres, Visual Basic.Net Programming Bible, Wiley Publishing

Reference books:

1. Daniel cazzulino, Beginning web programming in VB.Net, 1st Edition, Apress.

2. Matthew MacDonald, The book of VB.Net, 1st Edition, No Starch Press.

3. Jessie Liberty Dave Grundgeiger, Programming Visual Basic.net, 2nd Edition, O'Reilly

B.Sc(IT) III	Skill Based	Max Marks 100
Semester – V	QUANTITATIVE APTITUDE	Int: 25 Ext: 75
17BSCITS51		2 hrs week
		Credits: 2

UNIT I:

Numbers - HCF & LCM of numbers – Decimal Fractions

UNIT II:

Square roots and Cube roots- Average – Problems on ages.

UNIT III:

Percentage – Profit and Loss – Ratio and Proportion

UNIT IV:

Time and Work – Time and Distance

UNIT V:

Simple Interest – Compound Interest.

Text Book:

R.S. Aggarwal, Reprint 2011, Quantitative Aptitude, S. Chand & Company Ltd, New Delhi.

Unit I : Page nos. 3-29, 30-45, 46-66.

Unit II : Page nos. 117-138, 139-160, 182-194

Unit III: Page nos. 208-250, 251-293, 294-310

Unit IV: Page nos. 341-370, 384-404

Unit V : Page nos. 445-465, 466-486

Reference Books:

4. R.V. Praveen, Quantitative Aptitude and reasoning, 2nd Edition 2013, PHI Learning.
5. M.Tyra, Magical book on Quicker Maths, BSC Publishing Co. Pvt.Ltd, Delhi.
Reprint.
6. AbhijitGuha, Quantitative Aptitude for Competitive Exams, 4th Edition, Tata McGrawHill Company, New Delhi.

B.Sc(IT) III	Skill-Based	Max Marks 100
Semester – V	NETWORKING	Int: 40 Ext: 60
17BSCITS5P		2 hrs week
		Credits: 2

Objective:

To train the students to configure and maintain the network with Transport Layer Protocols, invoking the Remote Methods and configure the Router via Routing Protocols

1. Get detailed IP address of a system
2. Send data from client to server using UDP
3. Send data from client to server using TCP
4. Use Threads to receive multiple connections for a single server socket
5. Send a file from server to multiple clients
6. Create a Chat room using TCP and UDP
7. Using RMI do mathematical operations by sending data from client to server
8. Using RMI do banking transaction between client and server
9. Using RMI prepare EB bill
10. Using RMI do payroll processing
11. Using RMI perform inventory processing
12. Router Configuration using CISCO Packet Tracer
 - D. Static Routing
 - E. Dynamic Routing
 - F. Link State Routing Protocols

B.Sc(IT) III	Core	Max Marks 100 Int:25 Ext: 75
Semester – VI	COMPUTER GRAPHICS	6 hrs week
17BSCITC61		Credits: 5

Unit I

A Survey of computer graphics – visualization – image processing – Graphical user interfaces. Overview of Graphics Systems: Video display devices – graphics software.

Unit II

Output Primitives: DDA Line algorithm - Bresenham's Line algorithm - Midpoint Circle algorithm - Flood fill algorithm – fill area functions and cell array.

Unit III

Attributes of output primitives: Line Attributes: Line color, Line width , Line type – character attributes: Character Height, character Width, Type face – Bundled attributes – inquiry functions.

Unit IV

Two Dimensional viewing : Window – to – viewport coordinate transformation - two dimensional viewing functions - clipping operations - point clipping – curve clipping – text clipping – exterior clipping.

Unit V

Graphical user interfaces and interactive input methods: Input of graphical data – logical classifications of input devices – locator device – stroke device – string device – valuator device – choice device – pick device.

Text book:

1. Donald Hearn and M. Pauline Baker, Computer Graphics, 4th Edition, Prentice Hall of India, C Version.

Reference book:

1. William M. Newman and Robert F. Sproull, Principles of Interactive Computer Graphics, 3rd edition, Tata McGraw Hill Publication, New Delhi.
2. Mitchell Waite, Computer Graphics Primer, 3rd edition, Howard w. Sams & Co.
3. Wayne Carlson, A Critical History of Computer Graphics and Animation, The Ohio State University.

B.Sc(IT) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	DATA COMMUNICATION AND	6 hrs week
17BSCITC62		Credits: 4

	COMPUTER NETWORKS	
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UNIT I:

Data communication : Characteristics and components – Networks: Distributed processing, Network criteria, applications. Protocols and standards and standard organizations. Line configurations, Topologies, Network classifications .OSI reference model: Layers and Functions. TCP/IP Layers

UNIT II:

Transmission Media: Guided media – Twisted pair, Coaxial cable, optical fibers. Unguided media - Microwave, Satellite, Cellular telephony - Transmission impairment types - Performance features. Errors: types, Detection techniques Vertical and Longitudinal redundancy checks, CRC, Checksum

UNIT III:

Datalink Control – Line Discipline – Flow Control – stop and wait, Sliding Window flow controls Error control using different ARQ techniques. Datalink Protocols: Character oriented protocol: BSC, Bit oriented protocol: HDLC.

UNIT IV:

Local Area Networks: Project 802 – layers, PDU formats. Ethernet – CSMA/CD Access methods, Ethernet MAC frame structure, Thick and thin Ethernet implementation, Switched and Fast Ethernet, Token BUS, Token Ring, FDDI

UNIT V:

Switching: Circuit and Packet switching. ISDN: Services, Evolution, Channel types and uses, User interfaces, Functional Groupings and reference points. ISDN layers and functions of layers, Broadband ISDN.

Text Book:

Behrouz A. Forouzan, Data Communications and Networking, Tata McGraw-Hill Edition, New Delhi.

Chapters: 1, 2, 3, 7, 9.1-9.6, 10, 11.3, 11.4, 12, 14, 16

Reference Books:

1. Brijendra Singh, Data Communications and Computer NetWorks, ,4th edition, Prentice-Hall of India Pvt. Ltd, New Delhi.
2. , A. Tananbaum, Computer Networks,Pearson Education Asia, Prentice Hall India.
3. William Stallings, Data and Computer communications, Pearson Education Asia.

B.Sc(IT) III	Core	Max Marks 100 Int: 40 Ext: 60
Semester – VI	WEB PROGRAMMING LAB	6 hrs week
17BSCITC6P		Credits: 4

Objectives:

1. To explore the programming knowledge in Web Designing.
2. To explore the programming knowledge in Servlet Programming.
3. To understand the Importance of JSP.

List of Programs:

16. Write a program for Heading Tags
17. Write a program for Table Format.
18. Write a program for create a Hyperlink & Image.
19. Write a program for Marquee Function.
20. Write a program for Frames.
21. Write a program for Order list & unordered list.
22. Write a program for java script using For Loop.
23. Write a program for java script using While Loop.
24. Write a program for java script using Break Statement.
25. Write a program for java script using continue Statement.
26. Write a program for java script using Function
27. Write a program for java script for Time Alert Box.
28. How to print the Dialog Box?
29. Write a Program for String Function.
30. Write a Program for Math Function.

B.Sc (IT) III	Elective	Max Marks 100
Semester – VI	DATA MINING	Int: 25 Ext: 75
17BSCITE61		6 hrs week
		Credits: 4

Objectives:

1. To gain an exhaustive knowledge on the fundamentals of Client server computing.
2. To gain knowledge on the fundamentals of Networks.
3. To understand the client server techniques.

Unit I

Introduction to Client/Server Computing – What is Client/Server Computing – Benefits of Client/Server Computing – Evolution of C/S computing – Hardware Trends – Software Trends – Evolution of Operating Systems – Networking (N/W) Trends – Business Considerations.

Unit II

Overview of c/S Applications: Components of C/S Applications – Classes of C/S applications – Categories of C/S Applications. Understanding C/S Computing: Dispelling the Myths – Obstacles – Upfront & Hidden – Open Systems & Standards – Standards – Setting Organizations – Factors for Success.

Unit III

The Client Hardware & Software : Client Component – Client Operating Systems – What is GUI – Database Access – Client Software products: GUI Environments – Converting 3270/5250 Screens – Database Tools – Client Requirements : GUI Design Standards – Open GUI Standards – Interface Independence – Testing Interfaces.

Unit IV

The Server : Categories of Servers – Features of Server Machines – Classes of Server Machines – Server Environment : N/W Management Environment – N/W Computing Environment – Extensions – Network Operating System – Loadable Module.

Unit V

Server Operating System :Windows New Technology – Unix Based OS – Server Requirements : Platform Independence – Transaction Processing – Connectivity – Intelligent database – Stored Procedure – Triggers – Load Leveling – Optimizer – Testing and Diagnostic Tools – Backup & Recovery Mechanisms.

Text book:

1. Dawna Travis Dewier, Client/Server Computing, Tata McGraw Hill Publication, New Delhi
2. Patrick Smith and Steve Guengerich, Client/Server Computing, 4th Edition, Prentice Hall of India.

Reference book:

1. Chris Loosley, Frank Douglas, High Performance Client/Server, John Wiley & Sons.
2. David Linthicum, Guide to Client/Server and Intranet Development, John Wiley & Sons.
3. Robert Orfali, T.Hudson, Dan Harkey, Client/Server Survival Guide, 3rd Edition, John Wiley & Sons.

B.Sc (IT) III Year	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	Compiler Design	6 hrs week
Code: 16BSCITE62		Credits: 4

UNIT I :

Introduction – Structure of a Compiler – Compiler writing tools – Basic constructs of High level programming languages – Data structures – Parameter transmission. Lexical Analysis – Role of Lexical analyzer – Finite Automata – Regular Expressions to Finite Automata – Minimizing number of states of Deterministic Finite Automaton – Implementation of Lexical analyzer in C.

UNIT II:

Parsing Techniques – Context free Grammars – Derivations and Parse trees – Ambiguity – Capabilities of Context free grammar - Top down and Bottom up Parsing – Handles – Shift Reduce parsing – Operator precedence parsing – Recursive Descent parsing – Predictive Parsing .

UNIT III :

Automatic Parsing Techniques – LR parser – Canonical Collection of LR(0) items – Construction of SLR parsing tables – LR(1) sets of items construction – Construction of canonical LR parsing tables.

UNIT IV :

Syntax Directed Translation – Semantic action – Implementation of syntax directed translators – Intermediate code: Prefix notation, Quadruples, Triples, Indirect triples – Methods of translation of assignment statements, Boolean expressions and Control statements.

UNIT V:

Symbol Tables and Code Generation: Representing information in a symbol table – Data structures for symbol table – Introduction to code optimization – Basic blocks – DAG representation – Error detection and Recovery – Introduction to Code generation.

Text book :

1. Alfred V. Aho, Ravi Sethi, Jeffrey D. Ullman, “Compilers : Principles, Techniques, and Tools, Pearson Education Asia,

Reference books:

1. Dhamdhare D.M., “Compiler Construction: Theory and Practice”, McMillan India Ltd.,
2. Holub Allen, “Compiler Design in C”, Prentice Hall of India.
3. V.Raghavan, Principles of Compiler design, Tata McGraw- Hill Publishing Company, NewDelhi.

B.Sc(IT) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	CRYPTOGRAPHY & NETWORK SECURITY	6 hrs week
17BSCITE63		Credits: 4

OBJECTIVES:

- Understand OSI security architecture and classical encryption techniques.
- Acquire fundamental knowledge on the concepts of finite fields and number theory.
- Understand various block cipher and stream cipher models.
- Describe the principles of public key cryptosystems, hash functions and digital signature.

UNIT I:INTRODUCTION & NUMBER THEORY

Services, Mechanisms and attacks-the OSI security architecture-Network security model-Classical Encryption techniques (Symmetric cipher model, substitution techniques, transposition techniques, steganography).FINITE FIELDS AND NUMBER THEORY: Groups, Rings, Fields-Modular arithmetic-Euclid’s algorithm-Finite fields- Polynomial Arithmetic –Prime numbers-Fermat’s and Euler’s theorem-Testing for primality -The Chinese remainder theorem- Discrete logarithms.

UNIT II:BLOCK CIPHERS & PUBLIC KEY CRYPTOGRAPHY

Data Encryption Standard-Block cipher principles-block cipher modes of operation-Advanced Encryption Standard (AES)-Triple DES-Blowfish-RC5 algorithm. **Public key cryptography:** Principles of public key cryptosystems-The RSA algorithm-Key management - Diffie Hellman Key exchange-Elliptic curve arithmetic-Elliptic curve cryptography.

UNIT III:HASH FUNCTIONS AND DIGITAL SIGNATURES

Authentication requirement – Authentication function – MAC – Hash function – Security of hash function and MAC –MD5 - SHA - HMAC – CMAC - Digital signature and authentication protocols – DSS – El Gamal – Schnorr.

UNIT IV:SECURITY PRACTICE & SYSTEM SECURITY

Authentication applications – Kerberos – X.509 Authentication services - Internet Firewalls for Trusted System: Roles of Firewalls – Firewall related terminology- Types of Firewalls - Firewall designs - SET for E-Commerce Transactions. Intruder – Intrusion detection system – Virus and related threats – Countermeasures – Firewalls design principles – Trusted systems – Practical implementation of cryptography and security.

UNIT V:E-MAIL, IP & WEB SECURITY

E-mail Security: Security Services for E-mail-attacks possible through E-mail - establishing keys-privacy-authentication of the source-Message Integrity-Non-repudiation-Pretty Good Privacy-S/MIME. **IPSecurity:** Overview of IPsec - IP and IPv6-Authentication Header-Encapsulation Security Payload(ESP)-Internet Key Exchange (Phases of IKE, ISAKMP/IKE Encoding). **Web Security:** SSL/TLS Basic Protocol-computing the keys- client authentication-PKI as deployed by SSLAttacks fixed in v3-Exportability-Encoding-Secure Electronic Transaction (SET).

TEXT BOOKS:

1. William Stallings, Cryptography and Network Security, 6th Edition, Pearson Education, March 2013. (UNIT I,II,III,IV).
2. Charlie Kaufman, Radia Perlman and Mike Speciner, “Network Security”, Prentice Hall of India. (UNIT V).

REFERENCES:

- Behrouz A. Ferouzan, “Cryptography & Network Security”, Tata McGraw Hill, New Delhi.
- Man Young Rhee, “Internet Security: Cryptographic Principles”, “Algorithms and Protocols”, Wiley Publications.
- Charles Pfleeger, “Security in Computing”, 4th Edition, Prentice Hall of India.
- Ulysess Black, “Internet Security Protocols”, Pearson Education Asia.
- Charlie Kaufman and Radia Perlman, Mike Speciner, “Network Security, Second Edition, Private Communication in Public World”.

B.Sc (IT) III	Elective	Max Marks 100
Semester – VI	EMBEDDED SYSTEM	Int: 25 Ext: 75
17BSCITE64		6 hrs week
		Credits: 4

UNIT I

Introduction to Embedded systems – processor in the system – software embedded into a system – structural units in a processor – processor, memory selection, Memory devices - Allocation of memory to program segments and blocks and memory map of a system.

UNIT II

Device drivers – Interrupt servicing mechanisms – context and periods for context switching - Programming concepts and Embedded programming in C and C++: Software programming in ALP and in high level language ‘C’ – ‘C’ program elements: Header source files and preprocessor directives – Macros and functions: Data types – data structures – modifiers – statements – loops and pointers – Embedded programming in C++ and Java.

UNIT III

Program modeling concepts in single and multiprocessor systems – software – development process: modeling process for software analysis – programming model for event controlled or response time constrained real time program- modeling of multiprocessor systems. Multiple processes – sharing data by multiple tasks and routines – inter process communications.

UNIT IV

Real time operating systems: OS services – IO sub systems – Real time and embedded operating systems – Interrupt routines in RTOS environment – RTOS task scheduling models, Interrupt latency and response times of the task as performance metrics – performance metrics in scheduling models.

UNIT V

Hardware Software code design: Embedded system project management – Embedded system design and Co-design Issues – Design Cycle – uses of target system – use of software tools for development – use of scopes and logic analysers for system hardware tests – issues in embedded system design.

Text Book

1. Embedded systems – Architecture, Programming and Design By Raj Kamal – TMH, 2007.

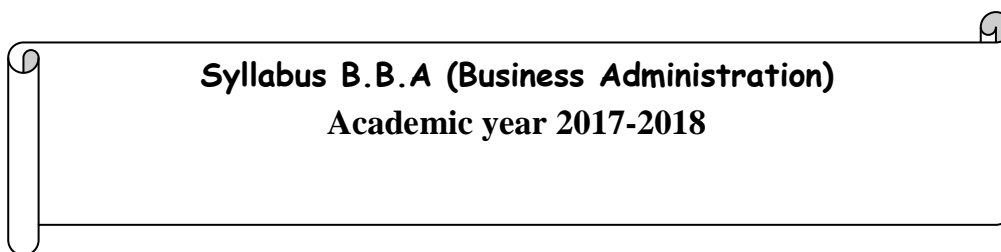
REFERENCE:

1. Mohamed Ali Maszidi & Janice Gillispie Maszidi, “The 8051 Microcontroller and Embedded System”, Pearson Publishers

B.Sc(IT) III	Elective	Max Marks 100 Int: 40 Ext: 60
Semester – VI	PROJECT WORK	6 hrs week
17BSCITP61		Credits: 5

Objectives:

1. To enable the students to understand the importance of developing Software.
2. To enable them to understand the industry standards and procedures.
3. To enable the students to learn the latest skills in software development



BBA- I	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
17BBAL11		CreditS: 3

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff;
fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk;
gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs;
- MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp
nra;jy;

gFjp 3

tzpfh; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz –
Gfhh;fSk; rhp;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; -
fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit
mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; -
gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

BBA- I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES,	6 hrs week
17BBAL12	GRAMMAR AND COMPOSITION	CreditS: 3

OBJECTIVES

7. To expose students to functional aspects of English language.
8. To give them proper perspectives of life, by introducing them to the works of eminent men.
9. To develop their reading skills through reading short stories.

UNIT: I. GRAMMAR

3. The Bridge

UNIT: II. POETRY

5. Daffodils - William Wordsworth
6. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

5. Astrologers Day - R. K. Narayan
6. The Necklace - Guy De Maupassant

UNIT: IV. PROSE

3. I have a dream -Martin Luther King

UNIT: V COMPOSITION

5. Paragraph writing
6. Letter writing

TEXT PRESCRIBED:

11. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
12. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
13. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
14. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
15. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

BBA I	PART-III - Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PRINCIPLES OF MANAGEMENT	5 hrs week
17BBAC11		Credits: 4

OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – Meaning, Nature, Functions - Levels of Management – Administration and Management – Schools of Management Thought – F.W. Taylor, Henry Fayol, Hawthorne Experiments.

Unit II:

Planning – Meaning – Importance – Process of Planning – Types of plans – Single use and Repeat use plans – Forecasting – Techniques of forecasting – Decision making – Importance and process.

Unit III:

Organization – Meaning – Importance – Principles of Organization – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority –Merits and Demerits – Delegation – Barriers to delegation – Span of control – Committee – Merits and Drawbacks.

Unit IV:

Staffing – Recruitment, Selection, Training – Direction – Leadership – Importance – Qualities – Styles – Communication – Importance – Types – Barrier to Communication – Motivation – Importance – Intrinsic and extrinsic motivation.

Unit V:

Co-ordination and controlling – Need for co-ordination – Nature and process of control – Tools of management control.

Text Book:

1. M. Govindarajan, S. Natarajan (2005) “ Principles Of Management “Phi Learning Pvt. Ltd, New Delhi.
2. L.M.Prasad, (2013)” Principles and Practice of Management”, Sultan Chand & Sons, New Delhi.

Reference Books:

1. Harold Koontz, Heinz Wehrich 7th Ed, (2007) , “Essentials of Management” – an international perspective, TATA McGraw HILL, New Delhi.
2. R N Gupta, (2007), “Principles of management”, S. Chand, New Delhi.
3. By Cassidy kreitner, (2013), “Principles of management”,Cengage Learning Publisher international Books, New Delhi.
4. By K.Natarajan & K.P.Ganesan, (2012), “Principles of Management”, Himalaya Publication Pvt, Ltd, New Delhi.

BBA I	PART-III - Core	Max Marks 100 Int: 25 Ext: 75
Semester – 1	FUNDAMENTALS OF COMPUTERS	5 hrs week
17BBAC12		Credits: 4

OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – necessity of computers, computer generations – types of computers – functional computers and their interactions - input and output storage devices - application of computers

Unit II:

System software and application software – single user/multi-user operating system. DOS- features, Advantages – internal commands – files – directory – drive – setting - paths. External commands- Format, Disk copy, EXE and COM files.

Unit III:

System Requirements-Introduction to word processing-Starting MSWord, Customizing the Work Place-Types of views and styles, File management tools- Columns-Tables-Mail merge.

Unit IV:

Introduction to spread sheet, Basic skills for working with spread sheet- Short cut minus – entering, editing, protecting spread sheets- Moving, Deleting, Copying cells, Creating and working with formulae database in excel-Graphs and charts.

Unit V:

What is a presentation-Creating and manipulating presentation- Enhance presentation, Inserting objects- Templates-Integrating with other software.

Text book:

1. Vishal Soni Ed (2012), “Fundamentals of Computers”, Himalaya Publishing Home, New Delhi.
2. P.Mohan Ed(2009), “Fundamentals of Computers” , Himalaya Publishing Home, New Delhi.

Reference Books:

1. Anita Goel (2010),”Computer fundamentals”, Pearson Education India, New Delhi.
2. Reema Thareja(2014), “Fundamentals of computers”, Oxford university press, New Delhi.

BBA I	PART-III - Allied	Max Marks 100
Semester – 1	BUSINESS STATISTICS	Int: 25 Ext: 75
17BBAA11		6 hrs week
		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I

Definition of statistics, scope of statistics in economics and management-Data condensation and graphical methods: Raw data, attributes and variables, classifications, frequency distribution. Graphs: Histogram, frequency polygon. Diagrams: Multiple bar, pie, subdivided bar.

Unit II

Criteria for good measures of central tendency, Measures of Central tendency – mean, median, mode - geometric mean, harmonic mean – quartiles, deciles – merits and demerits – problems.

Unit III:

Measures of Dispersion – range – inter quartile range, mean deviation, Quartile deviation, standard deviation – combined mean – standard deviation – co-efficient of variation.

Unit IV:

Correlation & Regression - Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Concurrent Deviation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers – Laspeyre’s – Bowley’s – Fishers and Marshall Edgeworth – Time and Factor Reversal Test. Time series – Calculation of straight line and moving average trend – seasonal variations and seasonal index.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, (2000), “Statistics”, S. Chand & co., New Delhi.
2. G.V.Shenoy, U.K.Srivastava, S.C.Sharma(2002) “Business statistices”, New age international publishers, New Delhi.

Reference Books:

1. Jagroop Singh, Gurvinder Singh, (2008), “Business Mathematics and Statistics”, Kalyani Publishers, Chennai.
2. S.P. Gupta,(2001), “Statistical Methods”, S. Chand & Co., New Delhi.

BBA I	PART-IV - Non Major Elective	Max Marks 100
Semester – 1	INTRODUCTION TO BUSINESS	Int: 25 Ext: 75
17BBAN11	ADMINISTRATION	2 hrs week
		Credits: 2

Objectives:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the staffing.
3. To acquire knowledge in the various functions of management.

Unit I:

Management – definition – nature of business administration – principle. Planning – Definition – characteristic – importance – advantages – limitations – steps in planning.

Unit II:

Organising – definition – steps – importance – bases – function. Territory – customer – uses of staff – delegation of authority.

Unit III:

Staffing – definition – recruitment – sources. Selection – techniques – training – methods – performance appraisal – importance.

Unit IV:

Directing – definition – elements – orders. Motivation – importance. Leadership – style – importance. Communication – meaning – process – importance – barriers – ways to overcome.

Unit V:

Controlling – meaning – steps – qualities of good control system – benefits of controlling.

Text Book:

1. L.M.Prasad, (2013) "Principles and Practice of Management", Sultan Chand & Sons, New Delhi.

Reference Books:

1. Stephen P Robbins, (2002), "Organisational Behaviour", Prentice Hall of India Private Limited, New Delhi.

2. Tripathi & C.N. Reddy, (2003), "Principles of Management", Tata MacGraw Hill Publishing Co. Ltd., New Delhi.

3. C.B. Gupta, "Management Theory & Practice", Sultan Chand & Sons, New Delhi.

4. Dinkar pagare, (2001), "Business Management", Sultan Chand & Sons, New Delhi.

5. Parampal Singh, (2008), "Principles & Practice of Management", Kalyani Publishers, Chennai.

BBA I	Part I – TAMIL	Max Marks 100 Int: 25 Ext: 75
Semester – II	mYtyf Nkyhz;ik	6 hrs week
17BBAL21		Credits: 3

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyfj;jpd; mikg;G Kiwfs; etPd mYtyfj;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltbf;iffs; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpgfhu;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;Gj;jpl;lk; - gzp;f;Nfw;w #o;epiy – gzpia vspjhf;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbtf; fl;Lg;ghL – tbtikg;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPl;L Kiwfs; ika;f Nfhg;gPl;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPl;L – Kiw fl;lfuhjpad; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu

BBA I	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75

17BBAL22	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

OBJECTIVES:

- 13) To introduce them to a few classics in English poetry
- 14) To develop their writing skills.
- 15) To give ample practice in grammar.

UNIT: I PROSE

- 1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- 1. The quality of mercy - Shakespeare
- 2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

- 13. Refund - Fritz Karinthy
- 14. Little Girls Wiser Than Men - Leo Tolstoy
- 15. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

- 1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
- 2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
- 3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
- 4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

BBA I	PART-III - Core	Max Marks 100 Int: 25 Ext: 75
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Semester – II	MANAGERIAL ECONOMICS	5 hrs week
17BBAC21		Credits: 4

OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

Unit 1:

Introduction – Definition – Nature and scope of managerial economics – Micro and macro economics – Role and responsibilities of a managerial economist – Circular flow of income and expenditure.

Unit II:

Demand Analysis – Law of demand – Demand determinants –Elasticity of demand: types, Measurement, Factors, uses. Demand forecasting – meaning – factors involved, importance, methods of forecasting for an established product and a new product.

Unit III:

Supply analysis: Concept and law of supply- factors affecting supply

Unit IV:

Price Analysis – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

Unit V:

Profit Policies – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. D N Dwivedi (2011), “Managerial Economics” Vikas publishing house Pvt Ltd.
2. S Sankaran, (2000), “Managerial Economics”, Kalyani Publications

Reference Books:

1. G S Gupta (2011), “Managerial Economics” Tata McGraw Hill Education Private Limited, New Delhi.
2. Kuldeep Gupta Raj Kumar, (2013), “Business Economics”, UDH Publishers & Distributors (P) Ltd, Calcutta.
3. Appannaiah, Reddy & Shanthi, (2013), “Economics for Business” Himalaya Publication Pvt, Ltd, New Delhi.
4. Chopra, P.N, “Managerial Economics”, Kalyani Publishers, Chennai.

BBA I	PART- III - Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – II	COMPUTER APPLICATION IN BUSINESS	5 hrs week
17BBAC22		Credits: 4

Objectives:

1. To understand the basic concepts of database management system.
2. To introduce them with the popular concept like Internet and E-Commerce.
3. To create awareness on application of computers in different business perspectives.

Unit – I

Introduction to MS Access - Database – Creating Database – Overview of tables and queries – Creating Tables – Creating View – Creating Forms – Creating Reports.

Unit – II

Networking - single & multi – user systems – networking concepts – advantages – types of network, protocols. Data communication – need, E-mail, FTP, remote login, and serial & parallel data transfer.

Unit – III

Internet and its applications - history – advantages – World Wide Web - linking with internet – Internet in India.

Unit – IV

E-Commerce an overview – definition - E-business – potential benefits of E-commerce – the intranet and WWW enablers of E-commerce – Input of E-commerce Security – Organizational Topics – Implications for Accounting Profession.

Unit – V

Business Applications of Computers – payroll, personnel records – inventory control - Automated Teller Machine advantages - disadvantages - system safeguard etc., credit card – debit card - Personal Identifications number(PIN) Corporate Banking.

Text Book:

1. Mrs. Vasanthi Ramanathan, (2004), “Computer Application in Business”, Meenakshi Pathipagam, Madurai.

Reference Books:

- 1) C.S.V.Moorthy Ed (2012), “Fundamentals of Computer”, Himalaya Publishing Home, New Delhi.
- 2) Vishal Soni Ed (2012), “Fundamentals of Computer” , Himalaya Publishing Home, New Delhi.
- 3) P.Mohan Ed (2009), “Fundamentals of Computer”, Himalaya Publishing Home, New Delhi.
- 4) Vishal Soni Ed (2008), “Computer Application for Management”, Himalaya Publishing Home, New Delhi.
- 5) P.Mohan Ed (2011), “Computer Business Application”, Himalaya publishing Home, New Delhi.

BBA I	PART –III - Allied	Max Marks 100 Int: 25 Ext: 75
Semester – II	BUSINESS MATHEMATICS	6 hrs week
17BBAA21		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the Commercial Arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Association of Attributes-Introduction-Different between correlation and Association – Methods of studying Association –Proportion method-Yule’s co-efficient method-Association of Three Attributes.

Unit III:

Commercial Arithmetic – Interest – Simple - Compound - normal rate – effective rate – depreciation – present value – discounting of bills – face value of bills – banker’s discount – banker’s gain – normal due date – legal due date - calculation of period for banker’s discount and true discount .

Unit IV:

Differentiation – formulate – application of derivative – marginal cost – marginal revenue – elasticity – maxima and minima conditions – problems.

Unit V:

Matrices – definition and notation – addition of matrices – multiplication of matrices – matrix inversion – solving a system of linear equations (Matrix of order up to 3 X 3) using matrix inversion – rank of a matrix – testing consistency of linear equations.

Text Book:

1. M.K. Manoharan & C. Elango, (2008), “Business Mathematics”, Paramount Publications, Palani.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, (2000), “Business Mathematics”, Sultan Chand, New Delhi.
2. V.K. Kapoor, (2000), “Essentials of Mathamatics for Commerce & Economics”, Sultan Chand, New Delhi.
3. P. R. Vittal, (2000), “Business Mathematics”, Sultan Chand, New Delhi.

BBA I	PART-IV Non Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – II	ENTREPRENEURIAL DEVELOPMENT	2 hrs week
17BBAN21		Credits: 2

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Entrepreneurship – meaning – definition – entrepreneurs – definitions – role – qualities of an entrepreneur - Women entrepreneur – problem.

Unit II:

Product and characteristics – types of products – consumer vs industrial – durable vs non-durable – intermediate – engineering vs non-engineering – demand based – technology based products.

Unit III:

Criterion for product selection – availability of market – technology – finance – raw material – skilled labour – water – power – transport – special licenses – infrastructural facilities .

Unit IV:

Analysis for project – market analysis – technical analysis and financial analysis.

Unit V:

Report writing – format of report – institutional arrangements for entrepreneurs – TICC – SIDCO – DIC – credit facilities from banks.

Text Book:

1. L.Rengarajan, (2008), “Entrepreneurial Development”, Sree Renga Publications, Rajapalayam, .

Reference Books:

1. Prasana Chandra, (1996), “Projects – ‘Planning, Analysis, Selection, Implementation and Reviews”, Tata McGraw-Hill Publishing Company Limited, New Delhi.
2. P. Pednekar, (2012), “Entrepreneurship”.
3. S.Taneja, (2012), “Entrepreneurship Development”.
4. Vasanth Desai, (2011), “Theories of Entrepreneurship”.

BBA II	PART-III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	PRINCIPLES OF ACCOUNTING	6 hrs week
17BBAC31		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, average due date and account current and to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Petty Cash book – Cash book – Trial Balance.

Unit II:

Rectification of Errors – Bank Reconciliation Statement – Accounting for bills of errors – Bank Reconciliation Statement – Accounting for bills of exchange.

Unit III:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern – Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit IV:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet.

Unit V:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Reference Books:

1. S.P.Jain & K.L. Narang, “Advanced Accountancy”, Kalyani Publishers, New Delhi,
2. R.L. Gupta and M.Radhaswamy, (2003), “Advanced Accountancy”, Sultan Chand & Sons, New Delhi.

Text Books:

1. T.S. Grewal, (2003), “Introduction to Accountancy”, Sultan Chand & Sons, New Delhi.
2. A. Mukherjee & M. Hanif, (2004) “Modern Accountancy”, Tata Mc. Graw Hill, New Delhi.
3. Dr. Shazuli Ibrahim, Dr. Bheer Mohamed, (2007), “Financial Accounting” ,Pass Publication, Madurai.

BBA II	PART-III-Core	Max.Marks 100 Int: 25 Ext: 75
Semester – III	BANKING THEORY LAW AND PRACTICE	6 hrs week
17BBAC32		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Cheques – Crossing – Meaning – Definitions – kinds of crossing - Endorsement – Meaning – Definition – Types – Rules.

Unit III:

Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence

Unit IV:

Bank lending – Principles of sound lending - Secured Vs Unsecured advances – Types of advances – Advances against various securities.

Unit V:

E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – Virtual Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, (2008),”Banking Theory, Law and Practice”, Kalyani Publishers, Chennai.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, (2009), “Banking Theory, Law and Practice”, Sultan Chand & Sons, New Delhi.
2. Kamatam Srinivas, (2011), ”Merger and Acquisition in Indian Banking Sector”, Himalaya Publishing Home, New Delhi.
3. V.A.Avadhani,(2009),“Fundamentals on Money and Banking”, Himalaya publishing Home, New Delhi.
4. P.K.Khanna,(2012)“Management of Banks”, Himalaya Publishing Home, New Delhi.

BBA II	PART-III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – III	HUMAN RESOURCE MANAGEMENT	5 hrs week
17BBAC33		Credits: 4

Objectives

1. To understand the meaning and concept of Human resource management.
2. To understand the role of human resource management in real situation.
3. To enlighten on the problems while handling people.

Unit – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

1. Subba Rao, (2005), “Personal Management”, Sultan Chand, New Delhi.

Reference Books:

1. Alan Price (2011) “Human resource management” Cengage learning, India.
2. Biswajee Pattannayak, (2014) “Human Resource Management” PHI, Delhi.
3. R.V Badi, S.G Hundekar (2008) “Human resource management” Vrinda publications, Chennai.

BBA II	PART- III - Elective	Max Marks 100 Int: 25 Ext: 75
Semester – III	INVESTMENT MANAGEMENT	6 hrs week
17BBAE31		Credits: 5

Objectives:

- 1) To understand the nature of Investment Management
- 2) To familiarize with the Financial Markets
- 3) To enhance the students to understand listing of securities

Unit I:

Investment - meaning – definition – nature – need – investment environment – scope – speculation – gambling - investment principles - investment process-risks of investment-measurement of risk.

Unit II:

Financial markets – Growth of financial institutions-legislative measures-new developments-kind of financial markets-new trends of the financial market

Unit III:

Securities markets - New issue market - organization structure of NIM - function of NIM-mechanics of floating new issue-secondary stock market - definition of stock exchange-function of stock exchange.

Unit IV:

Listing of securities - scope – objectives of listing – guidelines for listing of securities – advantages of listing – disadvantages of listing

Unit V:

Stock Brokers and Investors - Functions of a Brokerage Firm – Limitations – Brokerage Information – Kinds of Brokers – Kinds of Security Buyers / Investors

Text Book:

1. Project Management Institute(2013), “The Standard for Portfolio Management”,
Global Standard, India

Reference Books:

1. Prithi Sing(2010), “Investment Management”, Sultan Chand, New Delhi.

BBA II	PART- IV - Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	COMMUNICATION SKILL	2 hrs week
17BBAS31		Credits: 2

Objective:

1. To enable them to develop skills in spoken English
2. To ignite interest in the listeners to speak English
3. To develop them in oral communication through constant practice

Unit I:

Pronunciation of words – Referring to the dictionary for the correct pronunciation. Basic knowledge of phonetic symbols and sounds peculiar to English language.

Unit II:

communication – Process - Importance – Barriers - Oral communication skills – Answering for meetings. Seminars. Conferences.

Unit III:

Dialogue between the students for different situations including telephone conversation- correction by the master. Students to choose a topic from the available topics and record them – Master to correct grammar, pronunciation, stress and intonation.

Unit IV:

Business letters –types - examples- Resumes - curriculum vitae - bio data

Unit V:

Nonverbal communication skills – Postures ,Gestures- types

Books and Audio – visual aids recommended

1. Pravesh Kumar (2005) “All about self-Motivation”, Goodwill Publishing House, New Delhi.
2. Hurlock, E.B (2006). Personality Development, 28th Reprint. New Delhi. Tata McGraw Hill, New Delhi.
3. D.K.Tripati, (2011),”Team Building and Leadership”
4. M.S.Beg, (2013),”Introduction to creative Writing”
5. M.N.Rudra Basava Raj, (2011) Executive Development in India and Abroad.

BBA II	PART- IV - Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	INFORMATION MANAGEMENT	2 hrs week
17BBAS32		Credits: 2

OBJECTIVES:

1. To know the various aspects of management information system
2. To understand the concepts of data base management system
3. To understand the use of management information system in the functional areas management.

Unit-I

Concepts of Information – definition – historical development – communication model – mathematical – definition of information – redundancy - technical dimensions - data life cycle - value of information - in decision making and other situations

Unit-II

Data Processing – definition – evolution – needs – functions – systems –costs - transaction – data storage and Retrieval. Database – definition – characteristics - functions – advantages - providers – users - logical data concepts - data storage - types. Data base structures - file and data base organization.

Unit-III

Information system – concepts – definition – elements – characteristics - classification of system - System modeling – definition – benefits – classification – function and structure based - time referenced and uncertainty based. System Security – definition – characteristics - Layers of system security - types of security exposure.

Unit-IV

Structure of Management Information System - functions - steps in MIS design - gross and detailed design – structure - classical - activity - function and location - Client Based Structure. Issues in MIS structure – formal Vs informal. User machine interaction and extent of integration.

Unit-V

Information Based Support Systems – planning – control – decision making. Support system for knowledge management - functional areas of management - information systems for HRM, Financial Management, Marketing Management, Operations Management

Text Book:

1. Gordon B. Davis. Margrethe H.Olson. ,(2007) “Management Information Systems”, Tata McGraw Hill Publishing Company Ltd, New Delhi.

Reference Books

1. Robert G. Murdick, Jocl. E. Ross.James R. Claggett -3rd Edition “Information System for Modern Management” PHI publications, New Delhi.
2. Kroenke & Hatch. 3rd Ed “Management Information System”Mc.Graw Hill Publication, New Delhi.

BBA II	PART- IV - Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – III	WORKING CAPITAL MANAGEMENT	2 hrs week
17BBAS31		Credits: 2

OBJECTIVES:

1. To enable the students to understand the concept of working capital management
2. To identify the factors of working capital management in India
3. To know the techniques and policies of working capital management

OBJECTIVES:

4. To enable the students to understand the concept of working capital management
5. To identify the factors of working capital management in India
6. To know the techniques and policies of working capital management

UNIT I

Introduction – nature of working capital – planning of working capital – management of working capital in India – problem aspects (simple problems only).

UNIT II

Management of cash and marketable securities – introduction – motives for holding cash – objectives of cash management- factors determining cash needs – strategies and Techniques of cash management – problem aspects (simple problems only)

UNIT III

Receivables management – Introduction - Objectives –Credit policies – credit terms – Collection policies – problem aspects (Simple problems only)

UNIT IV

Inventory Management – Introduction – objectives – Benefits – Techniques – EOQ Model – Problem aspects (Simple Problems only)

UNIT V

Working capital financing – Introduction – Trade credit – Bank credit – Commercial Papers – Certificate of deposits(CDs) – Factoring – Definition and mechanism- Problem aspects (simple problems only)

Text book

1. Narender Kumar Jain, (2004), “Working capital Management” A.P.H Publishing corporation, New Delhi.
2. A.Vijaykumar (2001), “Working capital management” Northern book center, New Delhi.
3. Prasanna Chandra, (2008), “Financial Management” Tata McGraw-Hill Education, New Delhi.
4. P.Periyasamy(2010), “Working Capital Management” Himalaya Publishers Ltd, New Delhi.

BBA II	PART- III - Core Subject	Max Marks 100 Int: 25 Ext: 75
Semester – IV	PRINCIPLES OF COST ACCOUNTING	6 hrs week
17BBAC41		Credits: 4

Objectives:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing and analyzing and interpreting financial statements

Unit I:

Cost accounting – meaning – objectives – importance – advantages – cost accounting vs .financial accounting – cost accounting Vs. Management accounting – classification and elements of cost – components of total cost preparation of cost sheet

Unit II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials – labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit III:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit IV:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – Equivalent production.

Unit V:

Reconciliation of cost and financial accounting – meaning - need for reconciliation – procedure of reconciliation.

Text Book:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai,2008.

Reference Books:

1. S.P.Jain and K.L.Narang, (2011), Cost Accounting Practice and Theory, Kalyani, Publishers, Chennai.
2. RichardM. Lynch, (2010), “Accounting for Management” Tata McGraw Hill, New Delhi.
3. Dr.Meena Gayol ,(2013)”Accounting for Managers” Publisher: Wiley India Private Limited
4. B. J. Madegowda (2012).” Accounting for Managers “,Himalaya Publication Pvt, New Delhi.

BBA II	PART-III - Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ORGANISATIONAL BEHAVIOUR	6 hrs week
17BBAC42		Credits: 4

Objective

1. To develop an understanding of interpersonal and organizational dynamics.
2. To develop the personality of an individual
3. To understand the emerging issues in organizational dynamics environment

Unit I:

Organizational Behaviour – definition – nature – key elements – distinctions – approaches.
Foundation of human behaviour – challenges.

Unit II:

Individual dimensions of OB – definition - determinants – personality theories – types.
Learning – theories – process – behaviour modification – attitude – perception

Unit III:

Group dynamics in organization – meaning – types – behaviour – cohesiveness – decision making – group development – stages

Unit IV:

Organizational culture – creation – sustaining – organization change process – causes of resistance to change – overcoming resistance to change

Unit V:

Organizational development – meaning – definitions – characteristics – process – methods – interventions – change agent

Reference Books:

1. Stephen.P Robbins,(2005) “Organization Behaviour”, PHI, Delhi.
2. Stephen P. Robbins, Timothy A. Judge (2012),“Organizational Behavior” Pearson Education, New Delhi.
3. ByK. Aswathappa, (2013), (10th Edition) “Organizational Behavior” Himalaya Publishing House Pvt. Ltd, New Delhi.
4. Mohini Sukhpure & Uday N. Limaye ,(2010),”Organizational Behaviour” ,Himalaya Publishing House Pvt.Ltd, New Delhi.

BBA II	PART III - Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	ENVIRONMENT OF BUSINESS	5 hrs week
17BBAC43		Credits: 4

Objectives:

1. To provide the basic knowledge about the business environment
2. To provide a foundation to understand the subjects like business policy.
3. To enable the students to understand the Internal and External Environment of the business

Unit I:

Business-Scope of Business- characteristic of Modern Business- changing Business Objectives- Business Environment –Need for environment analysis-Benefits and limitations.

Unit II:

Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

New Economic Policy 1991-Evaluation of New Economic Policy- Privatization – nature – objectives- Public Sectors in India – growth – achievements – failures.

Unit IV:

Environment and Business – Pollution – Impact of ecological environment on industrial establishment on environment – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Globalization – nature of globalization – Understanding MNC’s – merits and demerits of MNC’s. Regulation globalization - challenges of globalization to Indian industry – WTO.

Text Book:

1. Francis Cherunilam, (2008)”.Business Environment”, Himalaya Publication House, New Delhi.

Reference Books:

1. Francis B Cherunilam,(2011), “Business Environment and Policy” Himalaya Publishing House, New Delhi.
2. P. Leelakrishnan , (2010),” Environmental Laws in India”, LexisNexis, India.
3. Richard Schaffer, Beverley Earle, Filiberto Agusti-(2005),“International Business Law and its Environment”. Thomson/South-Western

BBA II	PART III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RETAIL MANAGEMENT	5 hrs week
17BBAC44		Credits: 4

Objectives:

1. To enable the students to understand the concept of retail management
2. To enable the students to understand the various retail organizations
3. To develop the skills to understand the distribution channel in retail management

Unit I:

Retailing – meaning – evaluation – retailer in the distribution channel – retailer – functions – benefits – retailer scenario - current and future.

Unit II:

Retailing environment – economic – political – legal – technological – global competitive environment – type of competition frame work for analyzing competition

Unit III:

Retail organization and Formats – store based and non store based formats – generalist – specialist retailer – service retailing.

Unit IV:

Store management – role of store manager in store merchandising – item space allocation – arrangement self service – factor in self service – check out operations – check out system and productivity.

Unit V:

Understanding conception and consumer – changing consumer demographic – life style changes – shopping behaviour – retail and outlet choice – legal and ethical issues in retailing – retailing – Indian experience

Text Book:

1. Barry Berman and Joel R. Evans, Retail Management, PHI Publication, New Delhi, 2005.

Reference Books:

1. Sajal Gupta, Gurpreet Randhawa, (2008), Atlantic Publishers, Chennai.
2. Sudarshan Seshanna, (2015) “ Retail Management” Tata McGraw Hill, New Delhi.
3. D.P.Sharma, (2009)”E-Retailing: Principles and Practice “ Himalayan books, Delhi.

BBA II	PART –III -Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ORGANISATIONAL DEVELOPMENT	6 hrs week
17BBAA42		Credits: 5

OBJECTIVES:

1. To enable the students to know the basic concept of organization development
2. To understand the dimensions of organization development.
3. To acquaint them with the concepts of organization culture and climate

Unit – I

Organisation – Meaning – Nature – Objectives – Organisations and Change – Nature of Organisational Development – History of Organization Development – Dimensions of OD – Values of OD.

Unit – II

Organizational Development Process:- Systems Approach to Organizational Development – Process of Organizational Development – perceptions of OD – Operational components- Organisational life cycle

Unit – III

Organizational Development Interventions:- Organisational Development interventions – Nature and Type – Perspectives in OD Interventions – organization development Interventions – Managerial Grid Programme – Team Building – Life and Career planning interventions – Structure interventions.

Unit – IV

Organisational climate:- Organisational climate- Meaning - Features – Elements – Organisational culture – Meaning – Features – Impact- Significance of Organisational climate and culture – Organisational values and norms – Building Sound Organisational Climate and morale.

Unit – V

OD Strategies:- OD Strategies at work –Critical Evaluation – Conditions and Techniques for successful OD Effects – Future Prospects.

Reference Book:

1. Wendell L.French and Cecil Bell- (2006)- Organization Development, Tata McGraw Hill, New Delhi.
2. Amitabh Mehta (2009), “organizational Development” Global India Publications, New Delhi.
3. Donald L.Anderson, (2017), “Organisational development” SAGE Publications, USA.

BBA II	PART IV - Skill Based	Max Marks 100 Int:25 Ext:75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
17BBAS41		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

.Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

6. Ravi Tulasiraaman, “General knowledge” , Chennai ,Raman’s books.
7. Pritam Singh, ”Competition Refresher year book”, Published Bright careers Institute
8. Sura’s year book, Published by Sura College of competition, Chennai.
9. General knowledge, Published by Madurai Kamaraj University

BBA III	PART –III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	PRODUCTION MANAGEMENT	5 hrs week
17BBAC51		Credits: 4

Objectives

1. To understand the basic concept of production management.
2. To identify the situations under which different flow of production is justified.
3. To familiarize with the basic types of plant layouts and the factors to be considered for designing layout.

Unit – I

Production management – meaning - definition – scope – importance – objective - basic manufacturing process

Unit – II

Plant location – factors affecting plant location – multi plant location decision. Plant layout – principles – methods – types – product – process and combination layout

Unit – III

Plant maintenance – organization for maintenance – types of maintenance – safety engineering – good house keeping

Unit – IV

Production systems – continuous – intermittent – mass flow production – batch and job order production.

Unit – V

Production planning and control – objectives and functions – steps – techniques – work study – method study and work measurement.

Text Book:

1. Dr. P. C. Sekar, R. Ponraj, and S. Saravanan, “Production Management”, Enpee Publications, Madurai.

Reference Books:

1. B.Mahadevan (2015) “Operations Management: Theory and Practice” Peareson education India, New Delhi.
2. R.Panneerselvam, (2012) “Productions and operations management” PHI learnings, New Delhi.

BBA III	Core	Max.Marks 100 Int: 25 Ext: 75
Semester – V	FINANCIAL MANAGEMENT	5 hrs week
17BBAC52		Credits: 4

Objectives:

1. To enable the students to understand the concept of financial management
 2. To enable the students to understand the various source of finance
- To develop the skills to understand financial data and problems to make better financial decisions

Unit I:

Introduction to Financial Management: definition meaning –finance function-financial Management: definition & meaning-functions of financial management –objectives of financial management –role of a finance manager –time value of money-Indian financial system

Unit II:

Source of Finance: Long-term source of finance – borrowings from lending institution – short term financing through money market-gilt funds – international source of financial management.

Unit III:

Capital budgeting: meaning & definition- need and significance – kinds - non-discounted cash flow techniques – discounted cash flow techniques.

Unit IV:

Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit V:

Cost of capital: meaning definition- and concept- significance of cost of capital- computation of specific costs – computation of over all cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis.

Text Books:

1. Prasanna Chandra (2008) "Financial Management" Tata McGraw-Hill, New Delhi.

Reference Books:

1. Raymond M. Brooks,(2012) "Financial Management: Core Concepts", 2nd Edition, Amazon Publications.
2. I M Pandey (2015) "Financial management" Vikas publications, Noida.

BBA III	PART III - Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	BUSINESS LAW	5 hrs week
17BBAC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1. Tejpal Sheth (2015) "Business law" Pearson, New Delhi.

Reference Books:

1. Henry R.Chessman (2012), "Business law", Pearson, New Delhi.
2. P.C Tulsian , (2008), "Business Laws", Tata Mc Graw Hill, New Delhi.
3. N.D Kapoor (2005) "Elements of mercantile law" Sultan Chand, New Delhi.

BBA III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	INTRODUCTION TO RESEARCH METHODOLOGY	5 hrs week
17BBAC54		Credits: 4

Objectives:

- 1) To enable the students to understand the techniques in research methods.
- 2) To enable the students to understand the applications of research.
- 3) To develop them in preparation of research report

Unit I:

Research Methodology – introduction – meaning – objectives – types – significance – scope of business research – qualities of good research – application of research – marketing – finance – personnel.

Unit II:

Steps in research – identification – selection and formulation of research problems – research design – formulation of hypothesis – review of literature.

Unit III:

Sampling techniques – types – steps – sampling and non sampling errors – Collection of data – primary data – interview – questionnaire – observation – pilot study – check list – pretest – Secondary data

Unit IV:

Processing and analysis of data – Checking – editing – coding – transcription tabulation - hypothesis function – importance –types – characteristics

Unit V:

Interpretation and report writing – types – contents of report – steps in drafting – use of library and internet in research.

Text Books:

1. Kothari, Research Methodology Methods & Techniques, Wiley Easter Ltd Publications.

Reference Books:

1. Ranjit Kumar,(2014),”Research Methodology: A Step-by-Step Guide for Beginners”, Sultan Chand, New delhi.
2. Peer Mohammed(2010), “Research Methodology”, Pass publications, Madurai.

BBA III	PART- III - Allied	Max Marks 100
Semester V	STRATEGIC MANAGEMENT	Int: 25 Ext: 75
17BBAA51		2 hrs week
		Credits: 2

Unit – I

Strategic Management : An Introduction:- Strategy/ Strategic Management; Definitions; Levels of Strategy; Core of competence – Approaches to strategy Making; Roles of different strategies; Strategic Management Process; Benefits and Relevance of Strategic Management; Limitation – Principles of Good Strategy – Strategic Management in India.

Unit – II

Mission, Objectives and Social Responsibilities :- Mission – Elements of Mission statement; Mission and Strategy- Objectives, Goals and Targets; Factors affecting objectives; Top-down and Bottom-up Approaches; Social Responsibility of Business - Social Audit.

Unit – III

SWOT Analysis and strategy formulation:- SWOT Analysis; Techniques for Environmental Analysis; Relating SW and OT; TOWS Matrix

Unit –IV

Strategy Implementation:- Steps in strategy Implementation – Leadership implementation; communicating the strategy; annual objectives; Functional Strategies; Resource allocation; development of policies; organizational implementation; evaluation and control; approaches to strategy implementation.

Unit – V

Strategy and Structure:- Strategy structure Relationship – Organisation – Principles and Types; Strategic control – premise control; implementation control; Strategic Surveillance; Special alert Control – Business portfolio Analysis – Trends in portfolio strategy.

Reference Book:

1. R.Nanjudeiah ,(2003) , “Strategic planning and business policy” Himalaya Publishing house Pvt ltd, New Delhi.
2. P.Subba Rao, (2011),” Business policy & Strategic Management” Himalaya Publishing house Pvt ltd, New Delhi.
3. R.M.Srivastava (2014)” Management policy & Strategic Management “Himalaya Publishing house Pvt ltd, New Delhi.
4. V.S.Mangnalie , (2012), KB.Ramanando –strategic management & global challenges, Himalaya Publishing house Pvt ltd, New Delhi.

BBA III	PART IV -Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – V	COMPUTERIZED ACCOUNTING - TALLY	2 hrs week
17BBAS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini (2010), “Tally 6.3”, BPB Publication.

Reference Book:

1. Vaibhav Chawadre (2014), “Tally ERP 9”: Assignment Book, Kindle Edition.

BBA III	PART- III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	MARKETING MANAGEMENT	5 hrs week
17BBAC61		Credits: 4

OBJECTIVES:

1. To enable the students to understand the modern concept of marketing.
2. To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.

Unit I:

Marketing – Definition – Nature – Scope – Functions – Role of Marketing – Marketing Management – Definition – Role of Marketing Management – Types of Consumers – Consumer Behaviour Model.

Unit II:

Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing and internet marketing.

Unit V:

Advertising – Objectives – Types – Benefits – Criticism against advertising – Advertising as a process of communication – Media selection.

Text Book:

1. Philip Kotler and Kevin Lane Keller (2011),”Marketing Management “(14th Edition), Pearson education, New Delhi.

Reference Books:

1. Greg Marshall and Mark Johnston (2014), “Marketing Management”, Mc Graw Hill Publication, New Delhi.

BBA III	PART III- Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	MANAGEMENT ACCOUNTING	5 hrs week
17BBAC62		Credits: 4

Objectives:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques

Unit I:

Management accounting – scope - objective - management accounting Vs. financial accounting – management accounting Vs. cost accounting.

Unit II:

Analysis and interpretation of financial statements – common size statements ,comparative statements –trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis - inter firm and intra firm comparison.

Unit III:

Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – Managerial uses.

Unit IV:

Cost – volume – profit analysis – marginal costing and break – even analysis – application of managerial costing for managerial decision.

Unit V:

Budgets – preparation of sales budget , production budget ,cash budget ,master budget, flexible budget
– Budgetary control – advantages – Limitation - Standard Costing – Material – Labour – Overhead Variance only.

Text Book:

1. Dr.R. Ramachandran & Dr.R.Srinivasan, (2008), “Management Accounting”, Sriram Publication, Trichy.

Reference Books:

1. T.S.Reddy & Y. Hari Prasad Reddy (2010), “Management Accounting and Financial Control”, S. Viswanathan Publishers Pvt. Ltd.,
2. Jae Shim and Joel Siegel (2011),” Management Accounting”, Schaums Publishers Pvt. Ltd.,

BBA III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	INDUSTRIAL LAW	5 hrs week
17BBAC63		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the Workman’s Compensation Act, 1923 and its recent amendments
3. To learn about the Payment of Gratuity Act, 1972

Unit I:

The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

The Employees’ State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor (2010),” Mercantile Law” , New Delhi, Sultan Chand, New Delhi.

Reference Books:

1.R.S.N. Pillai & Bagawathi (2010), “Business Law” Sultan Chand & Sons, New Delhi.

BBA III	PART III- Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	OPERATIONS RESEARCH	6 hrs week
17BBAE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.

Unit I:

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II:

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III:

Transportation – Assignment – Unbalanced Degeneracy – Maximization of profits – Transportation Vs Assignment.

Unit IV:

Queuing theory – Introduction – Definitions – Meaning Elements – Single channel model – M/MI – FCFS/ infinite Model only.

Unit V:

Network analysis – PERT – CPM – Objectives – Advantages – Limitations – Similarities and Dissimilarities (Excluding crash cost method)

Text Books:

1. K. Shridhara Bhat (2010),”Quantitative Methods and Operation Research” Himalaya Publication Pvt Ltd, New Delhi.

Reference Books:

1. K. Karunakaran & B.M. Aggarwal (2013),” Quantitative Methods –I “Himalaya Publication Pvt, Ltd,. New Delhi.
2. By Paolo Brandimarte – John wiley (2011),” Quantitative Methods an Introduction for Business Management”.

BBA III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	ADVERTISEMENT AND SALES MANAGEMENT	5 hrs week
17BBAE61		Credits: 4

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmes.
2. To enable the students to theories of buyer behavior

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

1. Pingali Venugopal (2010), “Sales and distribution management”, Sage publications, Delhi.

Reference Books:

1. Thomas N Ingram and Raymond W. LaForge (2014), “Sales Management: Analysis And Decision Making”, Routledge, New Delhi.
2. Pingali Venugopal (2010), “Sales And Distribution Management”, Sage publications, New Delhi.

BBA III	PART- III -Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	SERVICES MARKETING	6 hrs week
17BBAE63		Credits: 5

Objectives:

- 1) To understand the nature of service marketing
- 2) To familiarize with the management of service marketing
- 3) To identify the marketing strategy to be adopted in service organization.

Unit-I

Services marketing – definition – types – natures – characteristics – difference between services and products- Services marketing management- Management demand & Supply

Unit-II

Service marketing mix – meaning – definitions – service product pricing – promotion – meaning – definitions – place in service – people in service

Unit-III

Physical Evidence - marketing strategy in services

Unit-IV

Managing Services Quality - marketing of services - bank marketing – tourism marketing - hospital marketing – airline marketing

Unit-V

Implementation of Service Marketing – factors for successful implementation, causes of implementation – project management Usage of Computers in MIS - role of computers in functional information system- functional areas – the internet and business - business opportunities on internet – security – types of electronic commerce - activities.

Text Book:

1. Vasanthi Venugopal & Raghu V.H, “Service Marketing”, Himalaya Publishing House, New Delhi.

Reference Books

1. Dr.T.Dhanalakshmi, (2012), “Services Marketing”, Kalyani publishers, Chennai.
2. Steve Baron (2010), “Services Marketing”, Sage Publication, Delhi.

BBA III	PART – IV -Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – VI	PERSONALITY DEVELOPMENT	2 hrs week
17BBAS61		Credits: 2

Objectives

1. To understand the human behaviour
2. To understand the factors influencing the behaviour modification of an individual.
3. To acquaint them with the various concepts of behavioural process.

Unit – I

Individual Behaviour – understanding human behaviour – factors influencing individual behaviour - model of man

Unit – II

Learning and Behaviour Modification – definition – nature – theories of learning – shaping behaviour reinforcement and its kinds – use of reinforcement – Team Development - definition, characteristics of effective Team, Importance – Types – Techniques used in Building team performance.

Unit – III

Perception – definition – nature – importance – process - factors influence the perceptual set – perceptual selection – organizing – distortion – relevance of perception.

Unit – IV

Attitude - meaning and definition – nature – components - attitudes in relation to opinion - sources – types – functions – measurement of attitude – barriers.

Unit – V

Personality – introduction – definition - personality dimension - determinations of personality - types of personality - theories of personality

Text Book:

1. Dr. P. C. Sekar, “Individual Development”, Madurai, Enpee Publications.

Reference Books:

1. Shashi. K. Gupta (2004), “Organizational Behaviour” , Kalyani Publishers, New Delhi.
2. R. Matchakalai, L. Saraswathi, “Personality Development”, Madurai, Annai Publications, Chennai.
3. Shiva Khera (2002)” You can win”, Macmillan India Ltd, New Delhi.

Syllabus Bachelor of Commerce (CS) Academic Year 2017-2018

B.Com(CA) Year	Part I –Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
Code:17BCOMCL11		Credits: 3

Nehf;fq;fs;:

1. khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfhh;fSk; rhpf;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100 Int: 25 Ext: 75
Semester – I		

17BCOMCL12	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

OBJECTIVES

10. To expose students to functional aspects of English language.
11. To give them proper perspectives of life, by introducing them to the works of eminent men.
12. To develop their reading skills through reading short stories.

UNIT: I. GRAMMAR

4. The Bridge

UNIT: II. POETRY

7. Daffodils - William Wordsworth
8. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

7. Astrologers Day - R. K. Narayan
8. The Necklace - Guy De Maupassant

UNIT: IV. PROSE

4. I have a dream -Martin Luther King

UNIT: V COMPOSITION

7. Paragraph writing
8. Letter writing

TEXT PRESCRIBED:

16. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.
17. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
18. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003,Rs.27/.
19. G.Radhakrishna PillaiEnglish (Ed) Grammar and Composition.Emerald Publishers, Chennai. Yr.2008, Rs.70/.
20. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 1	FINANCIAL ACCOUNTING – I	5 hrs week
Code:17BCOMCC11		Credits: 4

OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

Unit I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

Unit II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

Unit III:

Accounts of non-trading concern – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

Unit IV:

Depreciation – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

Unit V:

Singly entry system – Preparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2014.

Reference Books:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2016.

B.Com (CA) I Year	Core	Max Marks 100
Semester – 1	Fundamentals of Computers &	Int: 25 Ext: 75
		5 hrs week

Code:17BCOMCC12	C Programming	Credits: 4
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OBJECTIVES:

1. To understand the basic concepts of Computer Applications.
2. To become aware of the system requirements.
3. To enable them with the basic skills for working with the software applications

Unit I:

Computer – Necessity of computers, Computer generations, Types of computers - Functional Computers and their interactions, Input and Output storage devices - Application of computers

Unit II:

System Requirements-Introduction to word processing-Starting MS Word, Customizing the Work Place-Types of views and styles, Columns-Tables-Mail merges. Introduction to spread sheet, Basic skills for working with spread sheet editing, protecting spread sheets- Moving, Deleting, Copying cells..

Unit III:

Overview of C – Constants, variable and data types – Operators and expressions – managing input and output operators

Unit IV:

Decision making with if statement – else if, ladder, switch statement - ? Operator – while statement, do statement, for statement. Arrays one dimensional – two dimensional and multidimensional arrays.

Unit V:

Handling of character strings – user defined functions – recursion – functions with arrays pointer declaring and initializing pointers – pointer expressions – pointer and arrays – pointer and functions
Structures – Structure definition.

Text Book:

1. Mrs. Vasanthi Ramanathan, Computer Application in Business, Meenakshi Pathipagam, Madurai, 2004.
2. E-Balagurusamy,(2012), Programming in Ansi, 6th edition , Tata McGraw-Hill Education Delhi

Reference Books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
2. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.
3. Herbert Schildt, (2000), C. The Complete Reference, 4th Edition, The McGraw-Hill Companies
4. Yashavant Kanetkar, (2016), Let Us C - 14TH Edition, BPB Publications Delhi 2016.

B.Com (CA) I Year	Allied Subject	Max Marks 100
Semester – 1	PROGRAMMING IN C LAB	Int: 25 Ext: 75
		6 hrs week

Code:17BCOMCA11		Credits: 5
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OBJECTIVES:

1. To enable the students to understand the basic program in C.
2. To enrich students to do different business, mathematical problems.
3. To enrich students to do arithmetic and logical problems.

List of Programmes:

1. To find sum of Digits of a number
2. To reverse a given number and check if it is a palindrome
3. To evaluate sine series
4. To find the nth Fibonacci number
5. To check if a number is Prime Number or not
6. To Sort an Array
7. To count the occurrences of a number in a set
8. To check if a no is Adam number
9. To reverse a given string and check if it is a palindrome
10. To find Factorial value, Fibonacci, GCD value using Recursion
11. To add and subtract two matrices
12. To multiply two Matrices
13. To find row wise sum of a matrix of order m x n
14. To solve Quadratic Equation-Switch
16. To perform binary search using Function
16. To find NCR and NPR Values using function
17. To calculate mean, variance and standard deviation using Function
18. To prepare Pay Bill-Structure
19. To prepare Mark Sheet- Structure
20. To perform inventory calculations- Structure
21. To demonstrate the use of bitwise operators
22. To prepare Mark Sheet –File
23. To prepare EB Bill-File

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int:25 Ext: 75
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Semester – 1	INTRODUCTION TO ACCOUNTING	2 hrs week
17BCOMCN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

III:

Books of original entry – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry –ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi,2014

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2016.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com(CA) I Year	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	mYtyf Nkyhz;ik	6 hrs week
Code:17BCOMCL21		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;.
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyfj;jpd; mikg;G Kiwfs; etPd mYtyfj;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltbf;iffs; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;pl;lk; - gzp;f;Nfw;w #o;epiy – gzpia vspjhf;Fjy;.

gFjp 2

mQ;ryf Kiw fbg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbt;f; fl;Lg;ghL – tbtikg;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpypLjy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;rq;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPL;L Kiwfs; ika;f Nfhg;gPL;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPL;L – Kiw fl;lfuhjppad; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iffs; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

B.Com (CA) I Year	Part-II – English	Max: 100
Semester – II		Int: 25 Ext: 75

Code: 17BCOMCL22	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION	6 hrs week
		Credits: 6

OBJECTIVES:

- 16) To introduce them to a few classics in English poetry
- 17) To develop their writing skills.
- 18) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- | | | |
|-------------------------|---|-------------|
| 1. The quality of mercy | - | Shakespeare |
| 2. Solitary Reaper | - | Wordsworth |

UNIT: III SHORT STORIES

- | | | |
|---------------------------------|---|----------------|
| 16. Refund | - | Fritz Karinthy |
| 17. Little Girls Wiser Than Men | - | Leo Tolstoy |
| 18. The Gift of Magi | - | O' Henry |

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Com (CA) I Year	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 2	FINANCIAL ACCOUNTING - II	5 hrs week
17BCOMCC21		Credits: 4

OBJECTIVES:

1. To prepare accounts relating to consignment and joint venture.
2. To make familiar with branch and department accounts
3. To acquire knowledge of Insurance and royalty accounts.

UNIT I:

Preparation of account current- Introduction – Meaning - product method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

UNIT II:

Branch Accounts – Introduction – Meaning – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

UNIT III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

UNIT IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

UNIT V:

Royalty – meaning – nature – accounting treatment in the books of lesser and lessee.

TEXT BOOK:

1. R.L. Gupta and M.Radhaswamy, (2014)Advanced Accountancy, Sultan Chand & Sons,

REFERENCE BOOKS:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, (2002), Advanced Accountancy, Sultan Chand & Sons,
2. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2016.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	OBJECT ORIENTED PROGRAMMING IN C++	5 hrs week
17BCOMCC32		Credits: 4

OBJECTIVES:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) TO enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Unit I:

Object – Oriented Programming – Introduction - benefit – Application – Beginning with C++ Tokens – expressions and control structures – loop structure and encapsulation.

Unit II:

Functions in C++ - Classes and Objects – elements in C++ and Data hiding – constructors and destructors

Unit III:

Operator over loading and data type conversions – Inheritance – Extending classes – pointers – Virtual functions and – polymorphism.

Unit IV:

Managing console I/O operations – working with files – templates – function overloading.

Unit V:

Exception handling – Introduction – Introduction to the standard template library – manipulating – Iterators – Strings

Text Book:

1. E. Bala gurusawamy,(2013) Object Oriented Programming in C++, 6th edition, Tata McGraw, New Delhi, 2005.

Reference Book:

1. Yaswath Kanetkar, Let Us C++, Tata McGraw Hill, New Delhi, 2005.
2. C++: The Complete Reference, Fourth Edition The McGraw-Hill Companies 2003 ISBN – 978-0072226805

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
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Semester – 2	OBJECT ORIENTED PROGRAMMING IN C++ LAB	6 hrs week
17BCOMCC33		Credits: 5

Objectives:

- 1) To enable the students to acquaint with them polymorphism and inheritance.
- 2) To enable the students to understand the console Input-Output operations.
- 3) To enable the students to standard template library.

Write the Programme to find

- 1) Find the Fibonacci Series
- 2) Whether a given number is odd or even.
- 3) Print odd numbers between 1 to N.
- 4) Convert integer in the range 1 to 100 in words.
- 5) Arrange a set of numbers in ascending and descending order.
- 6) Write a program to compare two files and printing the character position where they are equal where they are differ.
- 7) Write a program to create any two related files and merging the fields.
- 8) Write a program in payroll using structures.
- 9) Write a program in storage management system using pointers.

B.Com (CA) I Year	Non – Major Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 2	INTRODUCTION TO COST ACCOUNTING	2 hrs week
17BCOMCN23		Credits: 2

Objectives

- To enable the students to understand the costing and cost accounting
- To understand the concept and types of cost
- To develop skills in different methods of costing

UNIT –I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

UNIT – II

Material – Material issue procedure – pricing of materials.

UNIT – III

Labour – Methods of remunerating labour.

UNIT – IV

Overhead – Allocation and apportionment of Over head to cost centers.

UNIT – V

Methods of costing – job costing – contract costing

TEXT BOOK:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2014.

REFERENCE BOOKS:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2014.

B.Com (CA) II Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 3	PARTNERSHIP ACCOUNTING	6 hrs week
17BCOMCC31		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the basic principles of partnership accounts
- 2) To enable the students to understand the procedure of partnership accounts
- 3) To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit I:

Partnership – definition – provisions relating to partnership accounting – Fixed and fluctuating Capitals - appropriation of profits – Admission of partners – goodwill – revaluation of assets & liabilities – accumulated profit and losers and reserve.

Unit II:

Retirement of partners – transfer of balances due to retired partner – purchase of retiring partners share by the remaining partners – Death of a partner – Treatment of joint life policy – settlement of amount due to legal representatives.

Unit III:

Amalgamation of partnership firms – Sale to a Company

Unit IV:

Dissolution of partnership – accounting treatment – insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2016.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com (CA) I Year	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 2	VISUAL BASIC THEORY	5 hrs week
17BCOMC22		Credits: 4

OBJECTIVES:

1. To enable the students to acquaint knowledge on project tools.
2. To enable the students to understand the list of arrays
3. To acquaint them with the concept of visual basic.

UNIT I :

Starting a new project – The Properties of Window – Common form Properties – Scale Properties –Color properties. Types creating stand alone windows programs. Properties of command buttons – simple event procedure for command buttons. Navigation between controls – msg boxes the grid – The ASCII.

UNIT II :

Statements in VB – Variables – Setting properties with code – data types – working with variables – The format function - picture boxes – rich text boxes – the printer object – determine loops – making decisions – select case – nested if – then 's the GOTO – string – functions.

UNIT III:

Functions procedure – sub procedures – Advanced uses of procedures and functions – using the object browser to Navigation among your sub programs. List : Arrays – more than one dimension arrays – using lists and arrays with function and procedures.

UNIT IV:

The with statement – Enums – control array - List and combo boxes – the flex grid control . Code Modules :

UNIT V

Global procedures – The Do events function and sub main – Accessing windows functions – Error trapping - creating and object in VB.

TEXT BOOK:

1. Paul Sheriff, Visual Basic, PHI Publishers, New Delhi, 1999.

REFERENCE BOOKS:

1. Gray Cornell, Visual basic 6.0 from the Ground Up –, Tata McGraw, New Delhi, 2000.
2. Peter Norton & Michel Groh, Guide to VB 6.0, Techmedia , New Delhi, 1998.
3. Evengelus Petrontsons, Mastering VB 6.0, BPB Publishers, New Delhi, 2000.
4. Michael Halvorson,(2010), Microsoft Visual Basic 2010 Step by Step, Microsoft Press Washington

B.Com (CA) I Year	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 2	VISUAL BASIC LAB	6 hrs week
17BCOMCA21		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint the Practical knowledge on project tools.
2. To enable the students to understand the list of arrays in VB programs
3. To acquaint them with the concept of visual basic

Write the program

- 1) Objective type Questionnaire
- 2) Arithmetic calculator
- 3) Design a clock
- 4) Design a calculator
- 5) Menu creation – with simple file and edit option.
- 6) Designing a color mixer using basic colors.
- 7) Picture Animation
- 8) Sequential file writing and reading
- 9) Viewing records using data control
- 10) Adding records to database using data control

B.Com (CA) II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – 3	BUSINESS STATISTICS	6 hrs week

17BCOMCA31		Credits: 5
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OBJECTIVES:

- 1) To help the students to conduct a statistical investigation
- 2) To apply statistical tools for analysis of data
- 3) To equip the students to draw inferences charts

UNIT I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

UNIT II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

UNIT III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

UNIT IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

UNIT V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

TEXT BOOK:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

REFERENCE BOOK:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com (CA) II Year	Skill Based	Max Marks 100
Semester – 3	E – COMMERCE	Int:25 Ext: 75
		2 hrs week

17BCOMCS31		Credits: 2
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Objectives:

- 1) To enable the students to understand Import and Export Procedure
- 2) To enable the students to understand the Import and Export Documentations
- 3) To enable the students to Packing and Marketing

UNIT I

Electronic Commerce Framework – anatomy of E-Com Application – organization application – consumer application – internet technology

UNIT II

WWW as architecture - consumer oriented applications – mercantile process models – types of electronic payment system.

UNIT III

Document library – types of digital documents – issues begin document infrastructure – corporate data warehouse

UNIT IV

Advertising on internet – chatting the online marketing process – E-Com catalogs – information filtering

UNIT V

Computer based education and training – digital copy rights – tele script agent language – scale – tel – applets – software agent in action

TEXT BOOK:

1. Vijayalakshmi sundaram, E-Commerce, Meenakshi Pathipagam, Madurai, 2005.

REFERENCE BOOKS:

1. Ravikala kota and Andrew whiston AB Frontier, Electronic Commerce, Tata McGraw Hill, New Delhi, 2005.
2. David Whitely, Technologies and Applications, Tata McGraw Hill, New Delhi, 2002
3. Kamalesh K.Bajaj , Debajan, Nag , E- Commerce the cutting edges of Business, Tata McGraw Hill, New Delhi, 2000
4. Joseph P.T, (2015), E - Commerce: An Indian Perspective, Fifth Edition PHI Learning Pvt. Ltd Delhi
5. Kingshuk Mukherjee, (2015), E-Commerce in India, Lambert Academic Publishing, Delhi

B.Com (CA) II Year	Skill Based	Max Marks 100 Int: 25 Ext: 75
Semester – 3	FUNDAMENTALS OF INTERNET AND	2 hrs week

17BCOMCS32	WEB TECHNOLOGY	Credits: 2
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OBJECTIVES:

1. To acquaint knowledge on computer networks
2. To defining web server
3. To acquaint them with the VB script.

UNIT I:

Computer Networks – Topologies – Layers – Bridges, Routers, and Gateways – Types of Networks.

UNIT II:

Basics of Internet – Address and Names for the Internet, web objects and sites – e-mail – World Wide Web – File Transfer.

UNIT III:

Web Server – types – internet chat. The Proxy Server – The Virus menace, – Firewalls – Browser types – Data security.

UNIT IV:

Creating a Web-Site – Hyper Text and HTML – Document structuring tags – Special tags, HTML – XML

UNIT V:

Introduction to Search Engines– WAP -WAE, WSP, WTP, WTLS, WDP – WML Architecture – application.

TEXT BOOK:

- 1) Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi,.

REFERENCE BOOKS:

1. Bob Breedloveetal, Web programming Unleashed, Dream Tech Press, New Delhi, 2000.
2. Er.V.K.Jain, Programming WAP, Dream Tech Press, New Delhi, 2005.
3. Daniel Minoli, Emma Minoli, Web Commerce Technology Handbook, Tata McGraw Hill Publishing Co., Ltd., 1999.
4. Raj Kamal, Internet and Web Technologies, Tata McGraw Hill Publishers, New Delhi, 2002.
5. Paul J.Perry, World Wide Web Secrets, Comdex Computer publishing, New Delhi, 1996.

B.Com (CA) II Year	Skill Based	Max Marks 100
Semester – 3	MS OFFICE LAB	Int: 25 Ext: 75
		5 hrs week

17BCOMCS33		Credits: 5
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Objectives:

1. To enable the students to under the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentations.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)
10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com(CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	CORPORATE ACCOUNTING - I	6 hrs week
17BCOMCC41		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

Unit I:

Issue of shares –accounting procedure for issue of equity & preference shares at par and discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares.

Unit II:

Profit prior to incorporation and final accounts.

Unit III:

Valuation of goodwill and shares.

Unit IV:

Amalgamation, absorption and reconstruction (Including Internal re-construction)

Unit V:

Liquidator's final statement

Text Book:

S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2011.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	COST ACCOUNTING	5 hrs week
17BCOMCC42		Credits: 4

OBJECTIVES:

1. To enable the students to understand the costing and cost accounting
2. To understand the concept and types of cost
3. To develop skills in different methods of costing

UNIT-1:

Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

UNIT II:

Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – material issue procedure – pricing of materials.

UNIT III:

Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

UNIT IV:

Overhead – Meaning – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

UNIT V:

Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

TEXT BOOK:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2017.

REFERENCE BOOKS:

1. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2017.
2. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
3. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2016.

B.Com (CA) II	Core	Max Marks 100
Semester – 4	ORACLE AND ITS APPLICATION	Int: 25 Ext: 75
17BCOMCC43		5 hrs week
		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equip the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

UNIT I

Data base –Definitions and Examples-Decentralized and centralized storage-database verses traditional file processing- **DBMS concepts- Distributed database roles in the DBMS environments**

UNIT II

Database Architecture- schema- Three schema structures- logical, physical and data independence

UNIT III

Introductions- Oracle & its versions- database Languages and interfaces- Transaction states-commit point, Rollback-concurrency control techniques.

UNIT IV

Locking-techniques and types of Locking-time stamping and multiversions- Data integrity, Database security and authorization-Backup and recovery- Relational model-Domains,

Table(relations), Tuples (rows) and attributes-Relationship and their types.

UNIT-V:

Normalization –First, second, third- Denormalization -Triggers- type of triggers- trigger syntax- cursor- cursor operations- cursor position- updating a row and deleting a row.

TEXT BOOK:

1. Alexis Leon & Mathews Leon, (2003), Database Management Systems, Leon Vikas Publishing, Chennai,

REFERENCE BOOKS:

1. Raghu Ramakrishna & Johannes Gehrke, Database Management Systems, 2nd Edition, McGraw Hill International Edition,.
2. Fred R. McFadden, Jeffrey A. offer & Mary. B. Prescott, Modern Database Management, 5th Edition, Pearson Education Asia,.
3. Abraham Silberschatz, Henry F.Korth, S.Sudharshan, (2011) DatabaseSystem Concepts, McGraw Hill International Edition, 6th Edition.
4. Learning Oracle SQL and PL/SQL: A Simplified Guide
By Rajeeb C. Chatterjee, PHI Learning Pvt. Ltd Delhi 2012
5. DATABASE SYSTEM CONCEPTS, SIXTH EDITION, Abraham Silberschatz , Henry F. Korth , S. Sudarshan The McGraw-Hill Companies , 2011.

B.Com (CA) II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 4	RDBMS LAB - ORACLE	6 hrs week
17BCOMCC44		Credits: 5

OBJECTIVES:

1. To introduce the concept of DBMS and Relational Models.
2. To equips the student with the skill of RDBMS operation.
3. To management and relevant extension to computing system.

List of Programmes

1. DDL commands in Oracle
2. DML commands in Oracle
3. Logical operators in SQL
4. Aggregate for in SQL
5. Set operates & joins [self, equi , outer , cross] in SQL
6. Oracle functions (date, number, string)
7. Implementing the constraints in SQL
8. Range searching & Pattern matching in SQL
9. Implementing PL/SQL programs to find biggest of 3N
10. PL SQL – Sum of N Numbers.
11. Fibonacci Series
12. Prime & Perfect Numbers
13. Palindrome (both number & string)
14. Finding factorial using procedure & function
15. NCR value, sum of digit procedure & function

B.Com (CA) II	Allied	Max Marks 100
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		Int: 25 Ext: 75
Semester – 4	BUSINESS MATHEMATICS	6 hrs week
17BCOMCA41		Credits: 5

OBJECTIVES:

1. To enable the students to apply the basic principles and techniques of mathematics
2. To enable the students to solve the problems in the field of commerce
3. To enable the students to understand the applications of commercial arithmetic

UNIT I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

UNIT II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

UNIT III:

Commercial arithmetic-simple & compound interest - present value-discounting of bills-face value of bills-banker’s discount-banker’s gain-normal due date-legal due date-calculation of period for bankers discount and true discount.

UNIT-IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and subtraction – Multiplication – Properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

UNIT -V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power Function – Derivative of a constant with a Function – Derivative of the sum of Function

TEXT BOOK:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

REFERENCE BOOKS:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com (CA) II Year	Skill based	Max Marks 100 Int: 25 Ext: 75
Semester – 4	GENERAL KNOWLEDGE	2 hrs week
Code:17BCOMCS41		Credit:2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

10. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
11. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
12. Sura's year book, Published by Sura College of competition, Chennai.
13. Manorama year book, 2008 onwards
14. General knowledge, Published by Madurai Kamaraj University

B.Com (CA) III	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 5	HUMAN RESOURCE MANAGEMENT	5 hrs week
17BCOMCC51		Credits: 4

Objectives

4. To understand the meaning and concept of Human resource management.
5. To understand the role of human resource management in real situation.
6. To enlighten on the problems while handling people.

UNIT – I

Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

UNIT – II

Man Power Planning – meaning – objectives and steps. Job analysis – description – specification - evaluation

UNIT – III

Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

UNIT – IV

Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

UNIT – V

Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

TEXT BOOK:

- a. Subba Rao, (2014) Personnel Management, Sultan Chand, New Delhi,

Reference Books:

1. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
2. A. Memoria, Personnel Management, Himalaya Publishing House, New Delhi, 2004.
3. A. Monappa and M.S. Saiyadain, Personnel Management, Tata McGraw Hill, New Delhi, 2001.
4. Tripathi & Reddy, Personnel Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com (CA) III	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 5	INCOME TAX LAW AND PRACTICE – I	5 hrs week
17BCOMCC52		Credits: 4

OBJECTIVES:

1. To help the students to gain knowledge of Income Tax Law and Practice.
2. To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
3. To enable the students to understand the exempted incomes

UNIT I:

Income Tax Act, 1961, - introduction – definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

UNIT II:

Computation of taxable income – Income from salary – meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

UNIT III:

Income from house property – Basis of charges – meaning – computation of house property income – deduction.

UNIT IV:

Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

UNIT V:

Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

TEXT BOOK:

V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi 2016.

REFERENCE BOOKS:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman's, New Delhi 2017
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi.

B.Com (CA) III	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 5	BUSINESS LAW – I	5 hrs week
17BCOMCC53		Credits: 4

OBJECTIVES:

1. To understand the impact of business law on business
2. To provide the students with the latest development in the field of business law
3. To equip the students with, the application of business law on practical situations.

UNIT I:

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

UNIT II:

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

UNIT III:

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

UNIT IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

UNIT V:

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

TEXT BOOK:

1. N.D. Kapoor,(2014) Mercantile Law, Sultan Chand, New Delhi,

REFERENCE BOOKS:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 2014.

B.Com (CA) III	Core	Max Marks 100
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		Int: 25 Ext: 75
Semester – 5	MULTIMEDIA TECHNOLOGY	5 hrs week
17BCOMCC54		Credits: 4

OBJECTIVES:

1. To make the students to understand the concept of multimedia.
2. To understand the concept of multimedia techniques.
3. To enrich the knowledge of about multimedia.

UNIT I:

Introduction- Objectives-History of Multimedia-Its market- copyright- Resources for multimedia developers- Types of products-Evolution –Hardware Architecture- software library – drivers.

UNIT II:

Text and Graphics –Elements of text-text data files-using text in multimedia application-hypertext-elements of graphics-images and colors-graphics files and application formats-obtaining images for multimedia use – using graphics in applications.

UNIT III:

Digital Audio and video- Characteristics of sound and digital audio-digital audio systems-MIDI – audio for content -background as video- characteristics of digital video-digital video data sizing- video capture and play back systems- computer animations.

UNIT IV:

Product design and authoring tools-Building blocks-classes of products-content organizational strategic – story boarding-multimedia tool features - categories of authoring tools-selecting the right authoring paradigm.

UNIT V:

Multimedia and internet- internet- client/server technology-communication protocols- internet addressing –internet functions-origin of www- html and web authoring- web page development- multimedia consideration for web pages.

TEXT BOOK:

1. David Hillman, (2008),Multimedia technology and applications, Golgotha Publications 1998.

REFERENCE BOOK:

1. Tay Vaughan,Multimedia making its work , Tata MC GrawHill,1996.
2. Prabhat K.Andleigh, Kiran Thakrar, Multimedia System Design , Prentice Hall,1986.
3. Satraj Khosafian and A.BradBaker, Multimedia and Imaging Databases, Morgan Kanfmann,1966.
4. Multimedia: Making it Work, Seventh Edition by Tay Vaughan, McGraw Hill Professional, 2008

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	JAVA LAB	6 hrs week
17BCOMCE51		Credits: 5

OBJECTIVES:

1. To enable the students to acquaint knowledge on constants and data types.
2. To understand in defining a class and accessing class.
3. To acquaint the students with the applets and files.

List of Java programming

- 1) Arrays and flow control statements.
- 2) Runtime Exception and I/O exception.
- 3) Multithreading.
- 4) Layout management.
- 5) GUI Components (Labels, Check box, Menus, Text, etc.,)
- 6) Event handling (Focus Events, Key Events, Paint Events, Text Events, Mouse Events, Windows Events, etc.,)
- 7) Animation and Images.
- 8) Java applet.
- 9) Java files management methods.
- 10) Java streams.

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 5	MULTIMEDIA LAB	6 hrs week
17BCOMCE52		Credits: 5

OBJECTIVES:

1. To make the students to understand logic of Multimedia.
2. To understand Multimedia Techniques.
3. To enrich the knowledge about Adobe Flash.

List of Programme:

1. Creating a sample image
2. Editing existing image's brightness, mode colors and adds edit layer style.
3. Stitch and edit two images into single image. Use selection tools Lasso tool, clone stamp.
4. Study about timeline concepts. Insert Text, and image. Use scaling rotation alignment.
5. Study masking concepts. Use audio in the movie.
6. Add buttons, menus, and actions to the movie.
7. Export movie. Use multiple scenes.

8. Insert text, image, and sprite to the movie.
9. Add effects to the text.
10. Export movie to html, GIF, Flush formats.
11. Create simple 3D animation and export.

B.Com (CA) III	SKILL BASED	Max Marks 100 Int:25 Ext: 75
Semester – 5	COMPUTERIZED ACCOUNTING –	2 hrs week
17BCOMCS51	TALLY	Credits: 2

OBJECTIVES:

1. To give practical knowledge on accounting through computers.
2. To enable the students to understand the Tally
3. To enable the students to prepare the final accounts through the Tally

UNIT I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

UNIT II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

UNIT III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

UNIT IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

UNIT V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

TEXT BOOK:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

REFERENCE BOOK:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi, .

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	MANAGEMENT ACCOUNTING	5 hrs week
17BCOMCC61		Credits: 4

OBJECTIVES:

1. To provide on insight into accounting procedures and their applications in complex business management.
2. To enable the students to understand management tools and techniques
3. To enable the students to understand how these could be used for managerial decision making

UNIT I:

Management accounting – scope - objective - management accounting Vs financial accounting – management accounting vs. cost accounting – advantages and limitations of management accounting.

UNIT –II

Analysis and interpretation of financial statements - Trend analysis. Ratio analysis – meaning – classification ratio – Coverage ratio, Turnover ratio, Financial ratios – Advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

UNIT –III

Cash flow and funds flow statements(simple problems only) – Importance – Steps in Preparation – Managerial uses. Changes in working capital. Preparation of funds from operation – Funds Flow statement.

UNIT –IV

Cost – volume – profit analysis – marginal costing and break – even analysis - application of marginal costing for managerial decision – make or buy decision – selection of suitable product mix (Key factor-time) . Marginal costing – Advantages, Disadvantages.

UNIT V:

Budgets – preparation of sales budget , production budget ,cash budget , flexible budget – Budgetary control – advantages – Limitation – Standard Costing – Material – Labour – Overhead Variance only.

TEXT BOOK:

1.S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2014

REFERENCE BOOKS:

- 1.S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2014.
- 2.P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3.Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INDUSTRIAL LAW - II	5 hrs week
17BCOMCC62		Credits: 4

OBJECTIVES:

1. To learn about the concepts of law relating to industries.
2. To enable the students to understand the workman's compensation act, 1923 and its recent amendments
3. To learn about the payment of gratuity act, 1972

UNIT I:

The Factories Act, 1948 – definition – health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

UNIT II:

The Workman's Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

UNIT III:

The Employees' State Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

UNIT IV:

The Employees Provident Fund Act, 1952 – application – EPF's schemes pension scheme and fund administration of the schemes – penalties and offences.

UNIT V:

The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

TEXT BOOK:

1. N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2014.

REFERENCE BOOKS:

1. K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai, 2008.
2. R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
3. M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 2014.

B.Com (CA) III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – 6	INCOME TAX LAW AND PRACTICE - II	5 hrs week
17BCOMCC63		Credits: 4

OBJECTIVES:

1. To enable the students to gain knowledge of the provisions of the income tax law and their application.
2. To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
3. To enable the students to understand the knowledge about CBDT.

UNIT I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

UNIT II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

UNIT III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

UNIT IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

UNIT V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

TEXT BOOK:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi 2016.

REFERENCE BOOKS:

1. Vinod K. Singhania, Students Guide to income Tax, Taxman’s, New Delhi 2017
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	OPERATIONS RESEARCH	6 hrs week
17COMCE61		Credits: 5

OBJECTIVES:

1. To understand the concepts and methods of operation research
2. To apply operation research techniques in managerial decision making.
3. To enable the students to understand the various operations research models.

UNIT I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

UNIT II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

UNIT III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

UNIT IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

UNIT V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

TEXT BOOK:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

REFERENCE BOOKS:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com (CA)	Elective	Max.Marks 100 Int: 25 Ext: 75
Semester – 6	ADVERTISEMENT AND SALES MANAGEMENT	6 hrs week
17BCOMCE62		Credits: 5

OBJECTIVES:

1. To acquaint the students with the concepts of advertising and sales promotion programmers.
2. To enable the students to theories of buyer behavior
3. To enable the students to understand importance of personal selling

UNIT I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

UNIT II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

UNIT III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

UNIT IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

UNIT V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

TEXT BOOK:

1. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

REFERENCE BOOKS:

- 1) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 2) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 3) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com (CA) III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – 6	DESK TOP PUBLISHING LAB	6 hrs week
17BCOMCP61		Credits: 5

Objectives:

1. To give practical knowledge on DTP work.
2. To enable the students to understand the DTP
3. To enable the students to do DTP in practical

LAB PROGRAM

1. To design a cover page in present scenario of Market / Industry in Corel draw
2. To design Advertisement in Corel draw
3. To make a Magazine Cover in Corel draw
4. To make a posters In Corel draw
5. To design a text in 3D effects in Corel draw
6. To design a Text and Images in Blur in Corel draw
7. To design a Power Clips in Corel draw
8. To Insert, Trim and Weld Image's in CorelDraw
9. To design cut-outs in Photoshop in Corel draw
10. To Change and Edit a Picture or Photo's in Photoshop
11. To Creating Water Drop on leaf in Photoshop.
13. Applying Layer in Photoshop.
14. Colour Adjustment in Photoshop.
15. Colour separation in Photoshop.
16. To create a Photo collage from photo's in Photoshop.
17. To design a wrapper in Photoshop.
18. Creating and Opening Publications Using 1. Tool Box, 2. Working With Palettes 3. With Text and Graphics.
19. To design a Cash Receipt in PageMaker.
20. To Design a Newspaper Front page in PageMaker.
21. To design a Editorial Page in PageMaker.

B.Com (CA) III	Skill Based	Max Marks 100 Int: 25,Ext: 75
Semester – 6	COMMERCE PRACTICE	2 hrs week
17BCOMCS61		Credits: 2

Objectives:

1. To enable the students to under the commerce practice
2. To enable the students to prepare the various forms in the business firms
3. To enable the students to understand the stock exchange

UNIT - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 14) Account opening form
- 15) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

Syllabus for B.Commerce

Academic year 2017-2018

B.Com I	Part I – Tamil	Max Marks 100 Int: 25 Ext: 75
Semester – 1	tzpff;fbjq;fs;	6 hrs week
17BCOMRL11		Credits: 3

Nehf;fq;fs;:

1. ;khzth;fSf;F tpahghu rk;ge;jkhd fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. tzpff;fbjq;fspd; gy;NtW tiffis tpsf;Fjy;.
3. tq;fp kw;Wk; fhg;gPl;L fbjq;fspd; Kf;fpaj;Jtj;ij czh;j;Jjy;

gFjp 1

tzpff;fbjq;fs; - Njit kw;Wk; Kf;fpaj;Jtk; - Nehf;fq;fs; - tzpff; fbjq;fspd; mbg;gilf; FWfs; - tzpff; fbjq;fs; nghJ mikg;G kw;Wk; gbtq;fs; - rpwg;Gf; FWfs; - fbj tiffs;

gFjp 2

tpahghuf; fbjq;fs; - KidT fbjq;fs; kw;Wk; tprhuizfs; tpiyg;Gs;spfs; - MizAWf;fs; - MizAW epiwNtw;Wjy; - ruf;F ngw;Wf; nfhz;lij cWjp nra;jy;

gFjp 3

tzpff; tprhuiz fbjq;fs; - tpahghu tprhuiz kw;Wk; tq;fp tprhuiz – Gfh;fSk; rhp;fl;lyk; - epYitj; njhif epidTWj;jy; - tR+y; nra;jy; - fzf;if Neh; nra;jy;.

gFjp 4

Rw;Wf; fbjq;fs; - tpw;gidf; fbjq;fs; - muRj;Jiw kw;Wk; nghJNrit mikg;G rhh;e;j fbjq;fs;

gFjp 5

tq;fpf; fbjq;fs; - fhg;gPl;Lf; fbjq;fs; - Ntiy Ntz;b tpz;zg;gf; fbjk; - gj;jphpf;if MrphpaUf;F fbjq;fs;

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; ;tzpff;fbq;fs; ghit gjpg;gfk; kJiu.

B.Com I	Part-II – English	Max: 100 Int: 25 Ext: 75
Semester – I		

17BCOMRL12	Prose, Poetry, Short Stories, Grammar and Composition	6 hrs week
		Credits: 6

Objectives:

- 1) To expose students to functional aspects of English language.
- 2) To give them proper perspectives of life, by introducing them to the works of eminent men.
- 3) To develop their reading skills through reading short stories.

UNIT: I PROSE

- 1) I have a dream-Martin Luther king

UNIT: II POETRY

- 1.Daffodils -William Wordsworth
- 2.La belle dame sans mercy- John Keats

UNIT: III SHORT STORY

1. Astrologers Day - R.K.Narayan
2. The Necklace -Guy De Maupassant

UNIT: IV GRAMMAR

1. Speaking Skills
2. Reading Skills
3. Writing Skills

UNIT: V COMPOSITION

1. Paragraph writing
2. Letter writing

TEXT PRESCRIBED:

- 1) Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2014, Rs.35/.
- 2) Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2015, Rs.16/.
- 3) Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015,Rs.27/.
- 4) G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2015, Rs.70/.
- 5) Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai.Rs.40/

B.Com I	Core	Max Marks 100
Semester – 1	FINANCIAL ACCOUNTING – I	Int: 25 Ext: 75
		5 hrs week

17BCOMRC11		Credits: 4
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OBJECTIVES:

1. To expose the students to the principles of book keeping
2. To train students in the preparation of final accounts of trading and non trading concerns
3. To enable students to prepare accounts relating to depreciation, to be familiar with the single entry system

UNIT I:

Book keeping – Concepts and conventions of accounting – Principles of double entry – Journal- Ledger – Subsidiary books – Cash book – Trial Balance – Rectification of Errors – Bank Reconciliation Statement.

UNIT II:

Final accounts – Introduction – Meaning – Definition – Final account of trading Concern Trading, Profit and Loss accounts - Balance sheet – Adjustments.

UNIT III:

Accounts of non-trading concern – Introduction – Meaning – Capital and revenue expenditure – Receipt and Payments – Income and expenditure – Balance sheet

UNIT IV:

Depreciation – Introduction – Meaning – Causes of Depreciation – Accounting for depreciation – need for and significance of depreciation – methods of providing Depreciation

UNIT V:

Singly entry system – Introduction – Meaning– P reparation of accounts from incomplete records – Statement of Affairs – Conversion into double entry

TEXT BOOK:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2014.

REFERENCE BOOKS:

1. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003.
2. A. Mukherjee & M. Hanif, Mordern Accountancy, Tata Mc. Graw Hill, New Delhi,2004
3. S.P.Jain & K.L. Narang Advanced Accountancy, Kalyani Publishers, New Delhi, 2016.

B.Com I	Core	Max Marks 100
Semester – 1	PRINCIPLES OF MANAGEMENT	Int: 25 Ext: 75
		5 hrs week

17BCOMRC12		Credits: 4
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OBJECTIVES:

1. To make the students to understand the evolution of management thought.
2. To familiarize the students with the principles of management.
3. To acquire knowledge in the various functions of management.

UNIT – I

Management – Meaning, Nature, Level of Management – Schools of Management Thought – F.W. Taylor, Henry Fayol - Administration vs Management.

UNIT –II

Planning – Meaning- Importance – Process of planning – Forecasting – Techniques of Forecasting – Decision making – Importance and process.

UNIT –III

Organization – Meaning – Importance – Principles of Organizations – Types of Organization – Departmentation – Basis of Departmentation – Centralization and decentralization of authority – Merits and Demerits – Delegation – Barriers to delegation – Span of control.

UNIT –IV

Staffing – Introduction – Meaning – Recruitment, Selection, Training – Direction – Leadership- Importance – Qualities- styles- Communication – Importance types – Barriers to communication - Motivation, Financial and Non Financial.

UNIT V:

Co-ordination and controlling – Introduction – Meaning – Need for co-ordination – Nature and process of control – Tools of management control.

TEXT BOOK:

- 1.L.M.Prasad, Principles and Practice of Management, Sultan Chand & Sons, 2013.

REFERENCE BOOKS:

1. Dinkar pagare, Business Management, Sultan Chand & Sons, 2001
2. Tripathi & C.N. Reddy, Principles of Management, Tata MacGraw Hill Publishing Co. Ltd., New Delhi, 2003.
3. C.BGupta, Management Theory & Practice, Sultan Chand & Sons, New Delhi, 2003.

B.Com I	Allied	Max Marks 100
Semester – 1	MANAGERIAL ECONOMICS	Int: 25 Ext: 75
		6 hrs week

17BCOMRA11	Credit: 5
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OBJECTIVES:

1. To introduce the students to the basic economic concepts used in business situations.
2. To help the students to understand the business environment.
3. To understand the process of business decision making and choice.

UNIT 1:

Introduction – Definition – Nature and scope of managerial economics – Economics and Managerial Economics – Role and responsibilities of a managerial economist – Objectives of a modern business firm

UNIT II:

Demand Analysis – Introduction – Meaning – Law of demand – Demand determinants – Demand distinctions – Elasticity of demand – types of elasticity of demand – Measurement of elasticity of demand – Factors determining elasticity of demand – uses of elasticity of demand.

UNIT III:

Demand or sales forecasting – meaning – factors involved in forecasting – importance – methods of forecasting for an established product and a new product.

UNIT IV:

Price Analysis – Introduction – Meaning – Price determination under various market forms – Perfect competition, monopoly and monopolistic competition – Oligopoly (features only) pricing policies – Pricing methods – Skimming pricing, penetration pricing – differential pricing - product line pricing.

UNIT V:

Profit Policies – Introduction – Meaning – alternative profit policies – aims – profit planning – break even analysis – concepts – uses and limitations – profit forecasting

Text Book:

1. Sankaran, Managerial Economics, Kalyani Publications, Chennai, 2013.

Reference Books:

1. Varshney and Maheswari, Managerial Economics, New Century Publication, Chennai, 2005
2. Chopra, P.N., Managerial Economics, Kalyani Publishers, Chennai, 2008.
3. D.N. Dwivedi, Managerial Economics, Vikas Publishing house Pvt Ltd, New Delhi, 1980.

B.Com I	Non – Major Elective	Max Marks 100 Int:25 Ext:75
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Semester – 1	INTRODUCTION TO ACCOUNTING	2 hrs week
17BCOMRN11		Credits: 2

OBJECTIVES:

1. To expose the students to the principles of book keeping, and train them to prepare the final accounts of trading and non-trading concerns.
2. To enable them to prepare accounts relating to depreciation, average due date and account current.
3. To enable the students to be familiar with the single entry system.

Unit I:

Nature of Accounting – Objectives – Definition – Function – Limitation of Accounting - Book keeping - Accountancy – Double entry system - Classification of accounts – rules – scope, advantages and limitation of double entry system.

Unit II:

Accounting Principles – Nature - Features - Kinds – Accounting Concepts – Accounting Disclosure – Convention of Accounting

Unit III:

Books of original entry – Introduction – Meaning – journal – ruling of journal book – compound entry – advantages of journal. Sub –division of journal – subsidiary books - purpose - purchase, sales and their return books.

Unit IV:

Books of final entry – Introduction – Meaning – ledger – purpose – ruling and balancing of the ledger account – Preparation of trial balance from the given balances.

Unit V:

Introduction – Meaning – Trading and Profit & Loss Account – Balance sheet – Preparation of Final accounts – Final account of sole trading concerns with simple adjustments.

Text Book:

1. R.L. Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2014

Reference Books:

1. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, New Delhi, 2016.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004
3. T.S. Grewal, Introduction to Accountancy, Sultan Chand & Sons, New Delhi, 2003

B.Com I	Part I – Tamil	Max Marks 100
Semester – 2	mYtyf Nkyhz;ik	Int: 25 Ext: 75
		6 hrs week

17BCOMRL21	Credits: 3
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Nehf;fq;fs;:

1. ;khzth;fSf;F mYtyf Nkyhz;ikapd; Kf;fpaj;Jtj;ij czh;j;Jjy;
2. khzth;fSf;F gjpNtLfs; cUthf;Fjy; kw;Wk; guhkhpj;jy; gw;wp czh;j;Jjy;
3. khzth;fSf;F mYtyf ,ae;jpuq;fisAk; mtw;wpd; gad;ghl;ilAk; cah;j;Jjy;

gFjp 1

mYtyf Nkyhz;ik - ,yf;fzk; - etPd mYtyfj;jpd; mikg;G Kiwfs; etPd mYtyfj;jpd; ,yf;fzk; nry;ghLfs; kw;Wk; Kf;fpaj;Jtk; Nkyhz;ik kw;Wk; mikg;G - mYtyf Kiw kw;Wk; md;whl eltbf;iff; gzpNghf;F xg;gilg;G nray;Kiwfs; - mjpfhuj;ij gutyhf;Fjy; - mYtyf tsik tiffs; - tsikfis;j; jahhpj;jy; - gad;gLj;Jjy; kw;Wk; mikg;G;j;pl;lk; - gzp;f;Nfw;w #o;epiy – gzpia vspjh;Fjy;.

gFjp 2

mQ;ryf Kiw fbjg;Nghf;Ftuj;J kw;Wk; gjpNtLfis guhkhpj;jy; - jghy;fisf; ifahSjy; - mQ;ry; Jiwia mikj;jy; ikag;gLj;jg;gll; mQ;ry; gzp – cs;tUk; kw;Wk; ntsp njhlg;T – tha; nkhop jfty; njhlh;G kw;Wk; vOj;J %yk; jfty; njhlh;G gjpNtLfis cUthf;Fjy; - vOj;Jg; gzpfs; mYtyf miwfs; - gbt;f; fl;Lg;ghL – tbtik;G – njhlh;G vOJ nghUs;.

gFjp 3

Nfhg;gpyl;Ljy; - ey;y Nfhg;gPL Kiwapd; Kf;fpa mk;r;f;fs; - tifg;gLj;jy; kw;Wk; thpirg;gLj;Jjy; - Nfhg;gPL;L Kiwfs; ika;f Nfhg;gPL;L Kiw kw;Wk; gutyhf;fg;gl;l Nfhg;gPL;L – Kiw fl;lfuhjpapd; gy;NtW tiffs;.

gFjp 4

mYtyf ,ae;jpuq;fSk; rhjdq;fSk; gy;NtW rhjdq;fspd; Njitfs; mYtyf ,ae;jpuq;fisj; Njh;e;njLg;gjw;fhd mbg;gil;f Nfhl;ghLfs; - fzpg;nghwp kw;Wk; Gs;sp tptuq;fisj; njhFj;jspf;Fk; ,ae;jpuk;.

gFjp 5

mYtyf mwpf;iff; - mwpf;ifapd; tiffs; - mikg;G kw;Wk; mwpf;iffspd; nrayhf;fk; nghJ tzpfr; nrhw;fs;.

ghlg;Gj;jfk;

1. f. AuTZLu; kw;Wk; uhkh; mYtyf Nkyhz;ik; ghit gjpg;gfk; kJiu.

B.Com I	Part-II – English	Max: 100 Int: 25 Ext: 75
Semester – II	Prose, Poetry, Short Stories, Grammar and	6 hrs week

17BCOMRL22	Composition	Credits: 6
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OBJECTIVES:

- 19) To introduce them to a few classics in English poetry
- 20) To develop their writing skills.
- 21) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

- | | | |
|-------------------------|---|-------------|
| 1. The quality of mercy | - | Shakespeare |
| 2. Solitary Reaper | - | Wordsworth |

UNIT: III SHORT STORIES

- | | | |
|-----------------------------------|---|----------------|
| 19. Refund | - | Fritz Karinthy |
| 20. How much land does a man need | - | Leo Tolstoy |
| 21. The Gift of Magi | - | O' Henry |

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2012.
2. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof.A.E.Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.Com I	Core	Max Marks 100
Semester – 2	FINANCIAL ACCOUNTING - II	Int: 25 Ext: 75
		5 hrs week

17BCOMRC21		Credits: 4
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OBJECTIVES:

1. To prepare accounts relating to account current and Average due date.
2. To make familiar with branch and departmental accounts
3. To acquire knowledge of Insurance and royalty accounts.

Unit I:

Preparation of account current- Introduction – Meaning – product method- daily balance method. Average due date- meaning-Steps involving in calculating average due date.

Unit II:

Branch Accounts – Introduction – Meaning – Dependent Branch – Independent Branch (excluding foreign branch, stock and Debtors system) – Departmental Accounts – Inter departmental transfers – Cost price and Selling price methods – Apportionment of Expenses.

Unit III:

Hire Purchase and Installment – Introduction – Meaning - Accounting for hire purchase and installment system (excluding hire purchase trading account) – Repossession of Stock.

Unit IV:

Insurance Claims – Introduction - Claims for loss of stock (except normal and abnormal losses) – Claim for loss of profit – Average Clause

Unit V:

Royalty – Introduction – meaning – nature – accounting treatment in the books of lesser and lessee.

Text Book:

1. R.L. Gupta and M.Radhaswamy Advanced Accountancy, Sultan Chand & Sons, 2014.

Reference Books:

1. M.C. Shukla, T.S. Grewal & S.C. Gupta, Advanced Accountancy, Sultan Chand & Sons, 2002.
2. A. Mukherjee & M. Hanif, Modern Accountancy, Tata Mc. Graw Hill, New Delhi, 2004.
3. S.P.Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, 2016.

B.Com I	Core	Maximum Marks 100
Semester – II	COMPANY ORGANISATION	Int: 25 Ext: 75
17BCOMRC22		5 hrs week
		Credits: 4

OBJECTIVES:

1. To acquire a basic knowledge about company organization.
2. To develop skills so as to apply in the company's various practical situations.
3. To understand the various procedures of company organization.

Unit I:

Company – Definition-Features-Kinds of companies-Company formation- promotion & incorporation-steps and formalities – Memorandum of association – Articles of association

Unit II:

Prospectus – definition – issue – registration – statement in lieu of prospectus – issue of shares and Debentures-various classes-Allotment-calls on shares- Transfer- Transmission of shares-Issue of share certificates and share warrants.

Unit III:

Board of Directors – - meaning – Managing directors, General Manager-Status-Appointment-Rights- Duties and Liabilities-Secretary and Auditors-Status-Appointment-Termination-Remuneration

Unit IV:

Company meetings – kinds of meetings – issue of notice – agenda – quorum – proxies - motions and resolutions.

Unit V:

Winding up – meaning – kinds – modes – procedure of winding up by the court – voluntary winding up - reasons.

Text Book:

1. N.D. Kapoor, Elements of Mercantile Law, Sultan Chand, New Delhi, 2014.

Reference Book:

1. R.Thirunavukkarasu M.Shanthi, Company Organization- Merit India Publications, Madurai
2. R.S.N. Pillai & V. Bhagavathi, Business law, Sultan Chand, New Delhi, 2000.

B.Com I	Allied	Max Marks 100
Semester – II	PRINCIPLES AND PRACTICE OF	Int: 25 Ext: 75
17BCOMRA21	INSURANCE	6 hrs week
		Credits: 5

OBJECTIVES:

1. To familiarize the students with the basic principles and practice of insurance.
2. To expose the students about Life Insurance and General Insurance
3. To enable the students to be familiar with Insurance Business in India

Unit – I

Insurance – Origin – Meaning – Nature – Scope – Types – Elements – Objective – Function – Principles – Contract of Insurance – Essentials – Insurable Interest.

Unit – II

Life Insurance – Nature – annuities – selection of risk – measurement of risk and mortality table – calculation of premium – Treatment of sub – Standard risk – the reserve – investment of funds – surrender value. Types of policies – Good Faith, Insurable interest, indemnity, subrogation.

Unit – III

Fire Insurance: nature and uses of fire insurance – Fire insurance contract – kinds of policies – policy conditions – rate fixation in fire insurance. Settlement of claims – under insurance

Unit – IV

Marine insurance: nature of marine insurance contract - marine insurance policies – policy conditions – premium calculations – marine losses – Payment of claims.

Unit – V

Other Insurance : Motor Insurance, Burglary and personal accident insurance, Agriculture insurance – Crop Insurance (only)

Text Book:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2007

Reference Books:

1. M.N. Mishra, Principles and Practice of Insurance, Sultan Chand, New Delhi, 2007.
2. Venkopal Rao, Insurance Law in India, Tata McGraw Hill, New Delhi, 2000.
3. Smith, Marine Insurance, New Book House, Chennai, 1997.

B.Com I	Non – Major Elective	Max Marks 100
Semester – 2	INTRODUCTION TO COST	Int:25 Ext: 75
17BCOMRN23	ACCOUNTING	2 hrs week
		Credits: 2

Objectives

- To enable the students to understand the costing and cost accounting
- To understand the concept and types of cost
- To develop skills in different methods of costing

Unit –I

Cost accounting – Meaning – Objectives – Importance – Advantage – Preparation of cost sheet.

Unit – II

Material – Introduction – Meaning – Material issue procedure – pricing of materials.

Unit – III

Labour – Introduction – Meaning – Methods of remunerating labour.

Unit – IV

Overhead – Introduction – Meaning – Allocation and apportionment of Over head to cost centers.

Unit – V

Methods of costing – Introduction – Meaning – job costing – contract costing

Text book:

1. S.P. Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2016.

Reference Books:

- S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
- P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
- S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2016.

B.Com II	Core	Max Marks 100
Semester – 3	PARTNERSHIP ACCOUNTING	Int: 25 Ext: 75
17BCOMRC31		6 hrs week
		Credits: 4

OBJECTIVES:

- To enable the students to understand the basic principles of partnership accounts
- To enable the students to understand the procedure of partnership accounts
- To equip the students in the preparation of accounts at the time of admission, retirement and dissolution of partnership firm.

Unit –I

Partnership – Definition - Provisions relating to partnership accounting - Fixed and fluctuating capitals — Admission of partners- goodwill – revaluation of assets & liabilities - Sacrificing Ratio

Unit –II

Retirement of partners – Introduction – Meaning – transfer of balances due to retired partner - purchase of retiring partners share by the remaining partners - Death of a partner – treatment of joint life policy - Gaining Ratio.

Unit –III

Dissolution of partners – Accounting Treatment – Dissolution of partnership – accounting treatment

Unit IV:

Insolvency of a partner – Garner Vs. Murray case insolvency of all partners – Peace - Meal Distribution – proportionate capital method – maximum loss method.

Unit V:

Insolvency accounts – firm – meaning – statement of affairs – difference between balance sheet and statement of affairs – deficiency and surplus accounts

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2016.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sulthan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sulthan Chand, New Delhi, 2000.

B.Com II	Core	Max Marks 100
Semester –III	MARKETING MANAGEMENT	Int: 25 Ext: 75
17BCOMRC32		5 hrs week
		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the modern concept of marketing.
- 2) To understand how pricing can be fixed to achieve the objectives at each stage of the product life cycle.
- 3) To familiarize with physical distribution system.

Unit –I

Marketing Management – – Introduction – Meaning –Definition – Objectives – Functions – Role – Principles.

Unit II:

Market segmentation – Introduction – Meaning –bases for segmenting the market – need for segmentation - Product – Classification – Planning and Modification – Diversification of Product – Elimination – New product development – Product Life Cycle.

Unit III:

Pricing - Meaning – Objectives – Factors influencing price determination – Methods of price determination – Cost oriented pricing – Demand oriented pricing – Competitive pricing – New product pricing - Product line pricing - Geographical pricing – Psychological pricing – Price discounts.

Unit IV

Introduction – Meaning –Channels of distribution – Channel functions – Factors to be considered in channel selection – retailing, wholesaling, direct marketing – Logistics management

Unit V:

Introduction – Meaning – Internet marketing – marketing challenges of the liberalized economy – global marketing strategies for Indian firms.

Text Book:

1. G.B. Gupta & Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2004.

Reference Books:

1. Philip Kotler, Marketing Management, Sultan chand, New Delhi, 2000
2. Dr.S.N.Maheswari, Marketing Management, Sultan Chand, New Delhi, 2008.
3. P.L Varshney & S.L. Gupta, Marketing Management, Sultan Chand, New Delhi, 2004.

B.Com II	Core	Maxi. Marks 100 Int: 25 Ext: 75
Semester – III	BANKING THEORY LAW AND PRACTICE	6 hrs week
17BCOMRC33		Credits: 4

OBJECTIVES:

1. To enable the students to understand the basic concepts of banking.
2. To understand the relationship between bankers and customers.
3. To acquire practical knowledge of banking and issue of loans and advances.

Unit I:

Introduction – Origin of banking – Definition – Banker and customer relationship – General and special – Special types of customers – Types of deposits – Origin and growth of Commercial Banks in India.

Unit II:

Introduction – Meaning –Negotiation – characteristics – alteration of negotiable instrument – material and immaterial alteration – Cheques – Crossing – Endorsement – Meaning – Definitions – kinds of crossing - Rules.

Unit III:

Introduction – Meaning –Paying Banker – Duties – Statutory protection – Payment-in-due – Course. Collecting Banker – Duties – Statutory protection - holder –in-due – Course – Concept of negligence.

Unit IV:

Introduction – Meaning – Bankers lien – Pledge – Hypothecation – Mortgage – principles of sound lending – advances against goods – document of title of goods – bill of lading – dock warrant o ware house receipts – delivery order – life policies – Fixed Deposit Receipts.

Unit V:

Introduction – Meaning – E-Banking – Meaning – Benefits – Internet Banking – Home Banking – Mobile Banking – E-payments - ATM Card / Biometric Card, Debit / Credit / Smart card, EFT, ECS (Credit / Debit) – E- money – Electronic purse, Digital Cash.

Text Book:

1. Gorden and Natarajan, Banking Theory, Law and Practice, Kalyani Publishers, Chennai 2013.

Reference Books:

1. K.P.M. Sundaram & P.N. Varshney, Banking Theory, Law and Practice, Sultan Chand & Sons, New Delhi, 2004
2. Vasant Desai, Banking in India, Vikas Publishing House Pvt Ltd., New Delhi, 2000.
3. P.K. Srivastava, Banking Theory and Practice, Sultan Chand & Sons, New Delhi, 2004.

B.Com II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – III	BUSINESS STATISTICS	6 hrs week
17BCOMRA31		Credits: 5

OBJECTIVES:

1. To help the students to conduct a statistical investigation
2. To apply statistical tools for analysis of data
3. To equip the students to draw inferences charts

Unit I:

Introduction: Meaning – Scope – Functions – Importance – Limitations – Collection of Data - Methods –Source of data –Sampling – Methods of sampling .

Unit II:

Measures of Central Tendency: Meaning – Types – Arithmetic mean –Median –Mode for discrete series and continuous series –Geometric mean – harmonic mean.

Unit III:

Dispersion – Meaning –Importance – Range –Quartile Deviation – Mean Deviation – Standard Deviation – Co-efficient Variation. Measures of Skewness – Karl Pearson’s and Bowley’s Co-efficient of Skewness.

Unit IV:

Correlation & Regression: Meaning – Definitions – Types of Correlation – Uses – Co-efficient of Correlation –Rank Correlation – Regression Equations – Method of Least square estimation.

Unit V:

Index Numbers: Meaning – Definition - Problems of Constructing of Index numbers (All Methods) – Price index – Time series – secular trend – seasonal variation – method of least square – semi and moving average method only.

Text Book:

1. R.S.N. Pillai & V. Bhagavathi, Statistics, Sultan Chand, New Delhi, 2000

Reference Book:

1. Richard I Levin & David S. Rubin, Statistical for Management, Prentice Hall of India Private limited, New Delhi, 1999.
2. S.C. Srivastava & Sangya Srivastava, Fundamentals of Statistics, Anmol Publications Private limited New delhi, 2003
3. S.P. Gupta, Statistical Methods, S. Chand & Co., New Delhi, 2001.

B.Com II	Skill Based	Max Marks 100
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		Int: 25 Ext: 75
Semester –III	INTRODUCTION TO COMPUTERS	2 hrs week
17BCOMRS31		Credits: 2

OBJECTIVES:

1. To understand the basic components and function of computer
2. To understand the concept of Windows and Unix
3. To understand the concept hardware and software.

Unit I

Introduction to computers – Basic Components and functioning of the Computers - Evolution of Computers- Types of computers

Unit II

Introduction –Hard ware of a Personal Computer-storage devices and media – Software Evolution- Concepts of –Files and Directories

Unit III

Introduction –Operating system- Functions of operating system- Classification of operating system- Microsoft windows & versions.

Unit IV

Introduction –Overview of UNIX operating system – UNIX files system- Working with files- file permissions- File security and directories- Vi editor.

Unit V

Introduction –Windows 2000- Windows setup- Adding or Removing windows component- Multimedia- Network- Browsers – Internet Explorer, Mozilla Firefox, Google Chrome.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

5. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.
6. T.Jeyapoovan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com II	Skill Based	Max Marks 100
Semester – III	COMPUTER APPLICATION IN BUSINESS	Int: 25 Ext:75
17BCOMRS32		2 hrs week
		Credits: 2

OBJECTIVES:

1. To acquaint knowledge on word and excel
2. To defining internet and its uses
3. To acquaint them with the power point and access

Unit I:

Word – introduction – components – creating word document – types of views - creating tables - mail merge

Unit II:

Excel – introduction – components – entering data in excel – creating & working with formula - functions & database in Excel-Chart.

Unit III:

Power point – introduction – types of views – opening & existing presentation – inserting objects.

Unit IV:

MS-Access – introduction – database objects – data types entering & editing records in forms.

Unit V:

Internet – introduction – www – websites – modem receiving & replying E-Mail - internet explorer - Netscape.

Text book:

1. Vasanthi Ramanathan, Fundamentals of Computers, Meenakshi Pathipagam, Madurai, 2008.

Reference books:

1. T.D.Malhotra, Computer Awareness in Business, Kalyani Publishers, New Delhi, 2004.

2. T.Jeyapooan, Fundamentals of computers, Vikas Publishing, New Delhi, 2004.

B.Com II	Skill Based	Max Marks 100
Semester – III	MS OFFICE LAB	Int: 25 Ext: 75
17BCOMRS33		2 hrs week
		Credits: 2

Objectives:

1. To enable the students to understand the MS Office Applications in Business
2. To enable the students to understand the various functions and uses of Word, and work sheet.
3. To enable the students to understand the Power Point presentation.

List of programming:

1. To create a word document and develop the word file under the same folder.
2. To find the tools in word document
3. To create visiting cards in word document
4. To create letter pad in word document
5. To create bio- data in word document
6. To create bill book in excel Sheet
7. To create multiple work sheet for students attendance
8. How to use financial functions in excel sheet (any 10)
9. How to use mathematical functions in excel sheet (any 10)

10. To create book front page in power point
11. To create advertisement for courses in power point
12. To create invitation in power point
13. How to give a topic in seminar by using power point

B.Com II	Core	Max Marks 100
Semester – IV	CORPORATE ACCOUNTING – I	Int: 25 Ext: 75
17BCOMRC41		6 hrs week
		Credits: 4

OBJECTIVES:

1. To enable the students to acquire skill in preparing company accounts.
2. To be acquainted with the valuation of goodwill and shares.
3. To acquire knowledge in the preparation of accounts relating to liquidation of companies.

UNIT I

Issue of shares – accounting procedure for issue of equity & preference shares at par, discount and premium – calls in advance – calls in arrears – forfeiture and reissue – rights issue – underwriting of shares – Bonus issue of shares.

UNIT – II

Introduction – Meaning – Profit prior to incorporation and final accounts.

Unit III:

Introduction – Meaning – Valuation of goodwill and shares – types.

Unit IV:

Introduction – Meaning – Amalgamation, absorption and reconstruction (Including Internal re-construction)

UNIT – V

Introduction – Meaning – Liquidator’s final statement

Text Book:

1. S.P. Jain & K.L. Narang, Advanced Accountancy, Kalyani Publishers, Chennai, 2011.

Reference Books:

1. R.L. Gupta and M. Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi, 2002.
2. T. S. Reddy and Murthy, Advanced Accountancy, Kalyani Publishers, Chennai, 2000.
3. M.C. Shukla and T.S. Grewal, Advanced Accountancy, Sultan Chand, New Delhi, 2000.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	COST ACCOUNTING	5 hrs week
17BCOMRC42		Credits: 4

OBJECTIVES:

- 1) To enable the students to understand the costing and cost accounting
- 2) To understand the concept and types of cost
- 3) To develop skills in different methods of costing

Unit-1:

Introduction – Meaning – Cost accounting-Meaning-objectives- Importance-Advantage-Cost accounting vs financial accounting-classification and elements of cost- Components of total cost preparation of cost sheet-job costing, method of costing

Unit II:

Introduction – Meaning – Material - purchase of materials – purchase of procedure – store keeping – differences levels of stock – materiel issue procedure – pricing of materials.

Unit III:

Introduction – Meaning –Labour – control of labour cost – methods of remunerating labour – incentive wage plans – chargeable expenses - meaning and examples.

Unit IV:

Introduction – Meaning – Overhead – classification – Allocation and Apportionment of Over head to cost centers – Re-apportionment of Service Department costs.

Unit V:

Introduction – Meaning – Methods of costing – job costing – contract costing – process costing – Normal loss and abnormal loss – equivalent production

Text book:

1. S.P.Jain & K.L.Narang, Advanced Cost Accounting, Kalyani Publishers, Chennai, 2017.

Reference Books:

7. S.P.Jain & K.L.Narang, Elements of Cost Accounting, Kalyani Publishers, Chennai, 2008.
8. P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004
9. S.P.Jain & K.L Narang, Advanced Cost And Management Accounting, Kalyani Publishers, Chennai, 2016.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ENTREPRENEURSHIP DEVELOPMENT	6 hrs week
17BCOMRC43		Credits: 4

OBJECTIVES

- 1) To make them to know about the new entrepreneur
- 2) To encourage them to get grants from financial institutions
- 3) Through their project report they can take a new decision making

Unit-I

Introduction – Meaning – Entrepreneur - Entrepreneurship – meaning – definition - importance – characteristics – type – qualities – objectives and phases of entrepreneurship - role of entrepreneurs in Economic development.

Unit-II

Introduction – Meaning – Factors affecting entrepreneurial growth – economic – social – cultural – personality - psychological and sociological factors.

Unit-III

Introduction – Meaning – Institutional Finance to entrepreneurs – **IFCI** (The Industrial Finance Corporation of India) – **IDBI** (Industrial Development Bank of India) – **SIDBI** (Small Industries Development Bank of India) – **EXIM** (Export-Import Bank of India) – **UTI** (Unit Trust of India) – **LIC** (Life Insurance Corporation) – **SFC** (Securities and Futures Commission) – **SIDCO** (The Tamil Nadu Small Industries Development Corporation) – **TIIC** (The Tamil Nadu Industrial Investment Corporation Limited) – commercial Banks.

Unit-IV

Introduction – Meaning – Institutional Support to entrepreneurs – District Industries Centre – National Small Industry Corporation limited – Small Industries Development Corporation – SIDCO – SIPCOT – National Institute for Entrepreneurship and Small Business Development – National Alliance of Young Entrepreneurs – National Institute of Small Industries Extension Training.

Unit-V

Project Report – meaning – importance - format of report – contents – types - preparation of a project report – institutional arrangements for entrepreneurs. Submission of project proposal.

Text Book:

1. L.Rengarajan, Entrepreneurial Development, Sree Renga Publications, Rajapalayam, 2008.

Reference Books:

1. Jose Paul, N. Ajith Kumar, Paul T. Mampilly, Entrepreneurship Development, Himalaya Publishing House, Kochi, 2007
2. Dr.V. Balu, Entrepreneurial Development, Sri Venkateswara Publication, 2005.
3. Saravanavel, Entrepreneurial Development, Himalaya Publication, New Delhi, 2005.

B.Com II	Core	Max Marks 100 Int: 25 Ext: 75
Semester – IV	ENVIRONMENT OF BUSINESS	5 hrs week
17BCOMRC44		Credits: 4

Objectives:

- 1) To provide the basic knowledge about the business environment
- 2) To provide a foundation to understand the subjects like business policy.
- 3) To enable the students to understand the Internal and External Environment of the business

Unit I:

Introduction – Meaning – Business – Scope of Business – characteristic of Modern Business - Business Environment –micro and macro - Need for environment analysis-Benefits and limitations.

Unit II:

Introduction – Meaning – Interface between Business and Culture-Social Responsibilities of business – arguments for and against social responsibilities of business –Barriers of Social Responsibility –Business ethics.

Unit III:

Introduction – Meaning – New Economic Policy1991-Evaluation of New Economic Policy-Privatization – nature – objectives- growth-achievements –failures- Public Sectors in India.

Unit IV:

Introduction – Meaning – Environment and Business – Pollution – way of preventing industrial pollution – Incentives and regulation for pollution control.

Unit V:

Introduction – Meaning – Globalization – nature of globalization –Role of MNC’s in Globalization - challenges of globalization to Indian industry.

Text Book:

1.Francis Cherunilam, Business Environment Himalaya Publication Hose, New Delhi, 2008.

Reference Books:

- 1.Peter F. Drucker, Innovation and Entrepreneurship, Tata McGraw Hill, New Delhi, 1999.
- 2.Wilson, The Business Environment of the Seventies, Dunkel Road, New Delhi, 1998.
- 3.N.D. Kapoor, Elements of Company Law, Sultan Chand, New Delhi, 2017.

B.Com II	Allied	Max Marks 100 Int: 25 Ext: 75
Semester – IV	BUSINESS MATHEMATICS	6 hrs week
17BCOMRA41		Credit: 5

OBJECTIVES:

- 1) To enable the students to apply the basic principles and techniques of mathematics
- 2) To enable the students to solve the problems in the field of commerce
- 3) To enable the students to understand the applications of commercial arithmetic

Unit I:

Elements of set of theory – definition – symbols – roster method and rule method – types of sets – Union & intersection – sub sets - complements – difference of two sets – family of sets – Venn diagram – De-Morgan’s Law

Unit II:

Logarithm – definition – exponential forms – laws of logarithm – change base – common logarithms and natural logarithm – characteristic and mantissa – rules to write – practical problems.

Unit III:

Commercial Arithmetic – Simple & compound Interest – present value – discounting of bills- face value of bills – banker’s discount – banker’s gain – normal due date – legal due date – calculation of period for banker’s discount and true discount.

Unit IV:

Matrix Algebra – introduction – definition – types of matrices – Scalar Multiplication of a matrix – Equality of Matrices – Matrix operations – Additions and Subtraction – Multiplication – properties – Transpose of a Matrix – Determinants of a Square matrix – Inverse of a Matrix – Simultaneous Equations – Rank of Matrix.

Unit V:

Differential calculus – Introduction – Differentiation – Derivative of a Function of one variable – Derivative of a power function – Derivative of a constant with a Function – Derivative of the sum of Function – Derivative of the Product of Two Function.

Text Book:

1. M.K. Manoharan & C. Elango, Business Mathematics, Paramount Publications, Palani, 2008.

Reference Books:

1. D.C. San Chetti & C.K. Kapoor, Business Mathematics, Sultan Chand, New Delhi, 2000.
2. V.K. Kapoor, Essentials of Mathamatics for Commerce & Economics, Sultan Chand, New Delhi, 2000
3. P. R. Vittal, Business Mathematics, Sultan Chand, New Delhi, 2000.

B.Com II	Skill Based	Max Marks 100 Int:25 Ext:75
Semester – IV	GENERAL KNOWLEDGE	2 hrs week
17BCOMRS41		Credits: 2

Objectives:

- To enhance General Knowledge of students.
- To orient the students to appear for competitive examinations
- To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, newtons law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games & sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

15. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai – 20.
16. Competition Refresher year book, Published by Pritam Singh, Bright careers Institute
17. Sura's year book, Published by Sura College of competition, Chennai.
18. Manorama year book, 2008 onwards
19. General knowledge, Published by Madurai Kamaraj University

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	HUMAN RESOURCE MANAGEMENT	5 hrs week
17BCOMRC51		Credits: 4

Objectives

7. To understand the meaning and concept of Human resource management.
8. To understand the role of human resource management in real situation.
9. To enlighten on the problems while handling people.

Unit – I

Introduction – Meaning – Human resource management – definition – concept – nature and scope - objectives – functions – organization of personnel department

Unit – II

Introduction – Meaning – Man Power Planning – objectives and steps. Job analysis – description – specification - evaluation

Unit – III

Introduction – Meaning – Recruitment & Selection process – merits and demerits – training and development – wage and salary administration – sources

Unit – IV

Introduction – Meaning – Performance appraisal – methods, Collective Bargaining – Workers participation in management – criteria for a good appraisal

Unit – V

Introduction – Meaning – Trade Union – industrial relations – significance causes for poor relations – remedies. Industrial disciplinary system – grievance handling system – machinery and procedures

Text Book:

Subba Rao, Personal Management, Sultan Chand, New Delhi, 2014.

Reference Books:

5. Shasi K. Gupta & Rosy Josi, Human Resource Management, Kalyani Publishers, New Delhi, 2000.
6. A. Memoria, Personal Management, Himalaya Publishing House, New Delhi, 2004.
7. A. Monappa and M.S. Saiyadain, Personal Management, Tata McGraw Hill, New Delhi, 2001.
8. Tripathi & Reddy, Personal Management and Industrial Relations, Himalaya Publishing House, New Delhi, 2008.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester V	INCOME TAX LAW AND PRACTICE – I	5 hrs week
17BCOMRC52		Credits: 4

OBJECTIVES:

- 1) To help the students to gain knowledge of Income Tax Law and Practice.
- 2) To help the students to gain knowledge of the provisions of the income tax law and its application in computation of income from various heads of income
- 3) To enable the students to understand the exempted incomes

Unit I:

Introduction – Income Tax Act, 1961, – Definitions – Income – Assessment – Assessment year – Previous Year – Person – Assessee – Residential status – Deemed income – Capital and Revenue – Exempted income under section 10

Unit II:

Introduction – Computation of taxable income – Income from salary – Meaning – allowances – perquisite – permissible deductions – treatment of provident fund – retirement benefits – Deductions – Calculation of Tax.

Unit III:

Introduction – Income from house property – Basis of charges – Meaning – computation of house property income – deduction.

Unit IV:

Introduction – Meaning – Profits and gains from Business or Profession – Basis of charge – basic principles for arriving at business income – Depreciation and other deductions.

Unit V:

Introduction – Meaning – Capital gains – Basis of charge – transfer of capital asset – expenditure of transfer – Cost of acquisition – cost of improvement – Income from other sources.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi. 2016

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman's, New Delhi 2017
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – V	BUSINESS LAW – I	5 hrs week
17BCOMRC53		Credits: 4

OBJECTIVES:

- 1) To understand the impact of business law on business
- 2) To provide the students with the latest development in the field of business law
- 3) To equip the students with, the application of business law on practical situations.

Unit I :

Law of contracts – definition – essential elements of a valid contract – classification of contracts – offer – acceptance – communication and revocation of offer and acceptance – consideration – capacity of parties. Performance of contracts – various modes of discharge of contracts – breach of contracts – remedies for breach of contracts – Quasi contracts.

Unit II :

Bailment – definition – essentials – right and duties of Bailor and Bailee – Bailee’s lien – finder of lost goods – discharge of bailment contracts.

Unit III :

Contract of indemnity – contract of guarantee – essential features – kinds – rights and liabilities of surety – discharge of surety.

Unit IV:

The Consumer Protection Act, 1986 – Definitions – aims – objectives – councils – disputes – redressal – agencies at various levels – District Forum – State Commission – National Commission – penalties – reasons for slow growth of consumer movement in India – suggestions for strengthening.

Unit V :

Essential Commodities Act, 1955 – Definitions – objectives – power to control production, supply and distribution – penalties for violation.

Text book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2014.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 2014.

B.Com III	Core	Maximum Marks 100 Int: 25 Ext: 75
Semester – V	AUDITING	5 hrs week
17BCOMRC54		Credits: 4

OBJECTIVES:

- 1) To enable the students to have basic knowledge on the principles and practices of auditing.
- 2) To enable the students to understand Vouching and Verification.
- 3) To enable the students to understand the duties of an auditor.

Unit I

Audit – Definition – Objects – Types - Advantages – Auditing vs Investigation – Qualities of an auditor – Rights and Duties – Company audit – Audit Programme – Audit notes – Audit files – Working papers – Procedure for Audit

UNIT II

Internal control – definition – objectives – internal check – meaning – merits and demerits – auditor duty as regards internal check – internal check Vs internal audit .

Unit III

Vouching – Meaning – Definition – Importance – Duties of an auditor – Vouching of cash transactions and of trading transactions – Verification and valuation of assets and liabilities.

UNIT IV

Company audit – auditor – appointment – removal – qualification – audit report – duties of an auditor report.

Unit V

Liabilities of auditor – Liabilities for negligence – Liabilities misfeasance – Criminal liability – Liability to third party – Legal positions

Text Book:

1. B.N. Tandon, Practical Auditing, Sultan Chand, New Delhi, 2000.

Reference Books:

1. Jagdish Prakash, Auditing : Principles and Practice, Kalyani Publishers, Chennai 2008.
2. Pradeep Kumar, Sachdeva Baldev, Jagwant Singh, Auditing- Theory and Practice, Kalyani Publishers, Chennai ,2008.
3. R.G. Saxena, Principles and Practice of Auditing, Tata McGraw Hill, New Delhi, 2010.

B.Com III	Elective	Maxi. Marks 100 Int: 25 Ext: 75
Semester – V	FINANCIAL MANAGEMENT	6 hrs week
17BCOMRE51		Credits: 5

OBJECTIVES:

- 1) To enable the students to understand the concept of financial management
- 2) To enable the students to understand the various source of finance
- 3) To develop the skills to understand financial data and problems to make better financial decisions.

Unit I:

Introduction to Financial Management: definition meaning –finance function-financial Management: definition & meaning-functions of financial management –objectives of financial management –role of a finance manager –time value of money-Indian financial system

Unit II:

Source of Finance: Long-term source of finance – borrowings from lending institution – short term financing through money market-gilt funds – international source of financial management.

Unit III:

Capital budgeting: meaning & definition- need and significance – kinds - discounted cash flow techniques. Capital structure: meaning& definition- optimal capital structure- factors determining optimal capital structures- theories of capital structure.

Unit IV:

Cost of capital: meaning & definition- and concept- significance of cost of capital-computation of specific costs – computation of overall cost of capital. Leverage: meaning & definition – types of leverage –EBIT-EPS analysis- payback, NPV & IRR.

Unit V:

Working capital : meaning & definition – concepts – types – need – excess (or) inadequate working capital – working capital policy – factors determining working capital requirements – management of cash – determination of optimum cash balance – Inventory Management.

Text Book:

1. S.N. Maheswari, Financial Management- Sultan Chand& Sons, 2014.

Reference Books:

1. Sharma Gupta, Financial Management, Kalyani Publishers, New Delhi, 2000.
2. Financial Management- I. M .Pandey, Vikas Publishing House Pvt ltd, R.K.Sharma & Gupta Shashi, Financial Management, Kalyani Publishers, Chennai,2008

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – V	SERVICES MARKETING	6 hrs week
17BCOMRE52		Credits: 5

OBJECTIVES

- 1) To develop their skills in services marketing .
- 2) To know about the emerging marketing strategies
- 3) To adopt the globalizations of services in international marketing.

Unit-I

Services Marketing – concept – definition – nature – characteristics – classification - services – needs – role of services marketing in an economy – obstacles – overcoming the obstacles

Unit-II

Services marketing mix – elements – seven P’s product decisions, pricing strategies, promotion of services, placing of distribution methods / dimensions in services marketing – People, physical evidence and process

Unit-III

Services marketing for the hospitality industry – core tangible and augmentable hospitality products – managing tourism – demand and supply – segmentations in the tourism market – emerging marketing strategies – marketing for hotel products

Unit-IV

Services marketing for professional services – characteristics – Marketing management of consultancy services – Marketing mix for consultancy services, other professional services and considerations

Unit-V

Globalizations of services in international market – challenges to global service marketers – success – typical international services – strategies in launching services in the global marketing – Its implications – globalization and corporate culture – global brand dominance in the service industries

Text Book:

1. Vasanti Venugopal and V.N.Raghu, Services Marketing, Sultan Chand, New Delhi, 2008

Reference Books:

1. P.K.Sinha and S.C.Sahoo, Services Marketing, Tata Mc Graw Hill, New Delhi, 2007
2. Rao, Services Marketing, Himalaya Publishing House, New Delhi, 2005
3. P.N.Reddy, H.R.Appannaiah, S.Anil kumar and Nirmala, Services Marketing

B.Com III	Skill Based	Max Marks 100 Int25 Ext75
Semester – V	COMPUTERIZED ACCOUNTING – TALLY	2 hrs week
17BCOMRS51		Credits: 2

OBJECTIVES:

- 1) To give practical knowledge on accounting through computers.
- 2) To enable the students to understand the Tally
- 3) To enable the students to prepare the final accounts through the Tally

Unit I:

Introduction to Tally - Objectives – Structure – Features - Tally screen components – Maintaining Company Data – Tally accounting – Classification and concept of groups and ledgers – preparation of leader accounts and Trial Balance.

Unit II:

Introduction to F11: features, F12: Configuration, Accounting Vouchers – Balance Sheet.

Unit III:

Inventory – Maintaining stock details Creation of stock groups and stock items - inventory Vouchers – invoicing

Unit IV:

Bank reconciliation statement – Order processing – Purchase and sales and processing

Unit V:

Financial statutory reports – Display of reports – Inventory statutory reports – Stock summary reports.

Text Book:

1. A.K.Nanthini, K.K.Nanthini, Tally 6.3, BPB Publication, 2006

Reference Book:

1. Tally, Self Learning Guide and Work Book, Tally Solution Pvt., Ltd, New Delhi,.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester VI	MANAGEMENT ACCOUNTING	5 hrs week
17BCOMRC61		Credits: 4

OBJECTIVES:

- 1) To provide on insight into accounting procedures and their applications in complex business management.
- 2) To enable the students to understand management tools and techniques
- 3) To enable the students to understand how these could be used for managerial decision making

Unit I:

Introduction – Meaning – Management accounting – scope - objective - management accounting Vs financial accounting – management accounting Vs. cost accounting – advantages and limitations of management accounting.

Unit II:

Introduction – Meaning – Analysis and interpretation of financial statements – trend analysis. Ratio analysis – meaning –classification of ratio - coverage ratio, turnover ratio, financial ratios – advantages – limitation of ratio analysis – Performance, Profitability, Turnover Ratios, Preparation of Balance Sheet using Ratios.

Unit III:

Introduction – Meaning – Cash flow and funds flow statements (simple problems only) – importance – steps in preparation – managerial uses.

Unit IV:

Introduction – Meaning – Cost – volume – profit analysis – marginal costing and break – even analysis – application of marginal costing for managerial decision – make or buy decision – selection of suitable product mix (Key factor-time).

Unit V:

Introduction – Meaning – Budgets – preparation of sales budget , production budget ,cash budget , flexible budget – Budgetary control – advantages - Limitation.

Text Book:

- b. S.P.Jain and K.L.. Narang, Cost and Management accounting – Practice and theory, Kalyani , New Delhi, 2014

Reference Books:

- 1) S.N. Maheswari, Cost Accounting, Kalyani , New Delhi, 2014.
- 2) P.V.. Rathinam, Costing Advisor, Kitab Mahal, New Delhi, 2004.
- 3) Dr.R. Ramachandran & Dr.R.Srinivasan, Management Accounting, Sriram Publication, Triuchy, 2008.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	INDUSTRIAL LAW – II	5 hrs week
17BCOMRC62		Credits: 4

OBJECTIVES:

- 1) To learn about the concepts of law relating to industries.
- 2) To enable the students to understand the workman’s compensation act, 1923 and its recent amendments
- 3) To learn about the payment of gratuity act, 1972

Unit I:

Introduction – Meaning – The Factories Act, 1948 – definition –health – safety – welfare – hazardous – working hours – holiday – annual leave with wage – penalties and procedure.

Unit II:

Introduction – Meaning – The Workman’s Compensation Act, 1923 – scope – coverage – rules – amount of compensation – distribution – enforcement of the act.

Unit III:

Introduction – Meaning – The Employees’ Sate Insurance Act, 1948 – ESI corporation – standing committee – employee state insurance fund – rules – benefits – penalties.

Unit IV:

Introduction – Meaning – The Employees Provident Fund Act, 1952 – application – EPF’s schemes pension scheme and fund administration of the schemes – penalties and offences.

Unit V:

Introduction – Meaning – The Payment of Gratuity Act, 1972 – meaning – payment of gratuity – determination – recovery – penalties and offers.

Text Book:

1.N.D. Kapoor, Mercantile Law, Sultan Chand, New Delhi, 2014.

Reference Books:

- 1.K.C.Garg, Sharma Mukesh, V.K.Sareen, Business Laws, Kalyani Publishers, Chennai,2008.
- 2.R.S.N. Pillai & Bagawathi, Business Law, Sultan Chand & Sons, New Delhi, 2000.
- 3.M.C. Kuchal, Mercantile Law, Sultan Chand, New Delhi, 2014.

B.Com III	Core	Max Marks 100 Int: 25 Ext: 75
Semester – VI	INCOME TAX LAW AND PRACTICE - II	5 hrs week
17BCOMRC63		Credits: 4

OBJECTIVES:

- 1) To enable the students to gain knowledge of the provisions of the income tax law and their application.
- 2) To enable the students to understand the computation of income of individuals firms, hues and corporate assesses.
- 3) To enable the students to understand the knowledge about CBDT.

Unit I :

Clubbing of income – set – off and carry forward of losses - Deductions from Gross Total Income – Deduction under section 80C to 80U.

Unit II:

Assessment: Computation of Total Income and Tax liability of Individual – Computation total income and tax liability Hindu undivided family.

Unit III:

Assessment Procedure for Partnership firms – Under Section 184 and 185 – Association of persons and Joint stock companies – Calculation of Tax (except Companies).

Unit IV :

Return of Income – submission of return of income – Return of loss – belated return – Revised return – procedure for assessment – Self assessment – Reassessment – Best Judgement assessment – Ex – Party assessment – Rectification of mistakes – Reopening of assessment.

Unit V :

Deduction and Collection of tax at source – deduction at source and advance payment – Tax refunds – Income Payable ‘Net of Tax’ – Consequences of failure to deduct or pay tax – Tax credit certificate – Tax clearance certificate.

Text Book:

1. V.P. Gaur & D.B. Narang, Income Tax Law & Practice, Educational Publishers, New Delhi 2016.

Reference Books:

1. Vinod K. Singhanian, Students Guide to income Tax, Taxman’s, New Delhi 2017
2. Bhagavathi Prasad, Income Tax Law & Practice, Sultan Chand & Sons, New Delhi.
3. B.B.Lal, Income Tax Law and Practice, S Chand, New Delhi

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	OPERATIONS RESEARCH	6 hrs week
17BCOMRE61		Credit: 5

OBJECTIVES:

- 1) To understand the concepts and methods of operation research
- 2) To apply operation research techniques in managerial decision making.
- 3) To enable the students to understand the various operations research models.

Unit I

Operations research –Introduction – History of Operations Research Meaning – Definitions – Nature – Characteristics – Scope – Modeling – Limitations – Uses.

Unit II

Linear Programming – Mathematical formulation – Graphical method – Standard form only – Simplex method (Problems involving – Constraints only and including degeneracy) – Optimal solutions – Limitations of Linear Programming Techniques.

Unit III

Transportation model – Initial basic feasible solution – North West corner rule method – Least cost method – Vogel’s approximation method – Optimum solution – MODI method – steps and simple problems.

Unit IV

Assignment problems – Introduction – Hungarian model – steps and problems – Travelling salesman problems – steps and simple problems.

Unit V

Game theory – Saddle point – Value of game – Dominance rule – Applications of game theory and simple problems.

Text Book:

1. V.K. Kapoor, Operations Research, Sultan Chand, New Delhi, 2000.

Reference Books:

1. H.M. Wagner, Operations Research, Himalaya Publishing House, New Delhi, 2008.
2. J.K. Sharma, Operations Research, Tata McGraw Hill, New Delhi, 2000.
3. C.R. Kothari, Quantitative Techniques, Sultan Chand, New Delhi, 2000.

B.Com III	Elective	Maximum Marks 100 Int: 25 Ext: 75
Semester – VI	ADVERTISEMENT AND SALES MANAGEMENT	6 hrs week
17BCOMRE62		Credits: 5

OBJECTIVES:

- 1) To acquaint the students with the concepts of advertising and sales promotion programmers.
- 2) To enable the students to theories of buyer behavior
- 3) To enable the students to understand importance of personal selling

Unit I:

Advertising – Definition – Meaning: Advertisement – Advertising – Publicity - Salesmanship - Objectives and Functions of Advertising – Importance of Advertising in Modern Marketing.

Unit II:

Types of Advertising – Advertising – Advertising Media - Types of media: Printing Media – Electronic Media. Characteristics of good advertising copy – Preparation of Advertisement Copy – Advertising agency and its role.

Unit III:

Sales management – definition – objectives and scope – sales planning – control – market analysis and sales forecasting – methods – sales budget – sales and cost analysis

Unit IV:

Sales territories – factors deciding territories – developing sales territories – sale quotas – types – setting procedures - field sales supervision, salesman reports.

Unit V:

Process of effective selling – prospecting - pre-approach – approach – presentation – demonstration - handling objections, closing the sales and follow-up

Text Book:

2. C.D. Gupta and Rajan Nair, Marketing Management, Sultan Chand, New Delhi, 2005.

Reference Books:

- 4) R.S.N. Pillai and Bhagavathi, Marketing Management Principles and Practices, S. Chand, New Delhi, 2000.
- 5) Philip Kotler, Marketing Management, Tata McGraw Hill, New Delhi, 2005.
- 6) C.N.Sontakki, Salesmanship and Advertisement, Kalyani Publishers, Chennai, 2008.

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	RESEARCH METHODS IN COMMERCE	6 hrs week
17BCOMRE63		Credits: 5

OBJECTIVES

- 1) To know about their truthful information.
- 2) To access their method of data collection.
- 3) Through their study of statistical method and it is used to preparation of project report.

Unit-I

Introduction to Research – meaning – purpose – types of research – surveys – case study.

Unit-II

Planning of Research – process – selection of a problem – formulation – hypotheses – meaning – types – sources – process of setting up of hypothesis – research design – contents of research design

Unit-III

Methods of data collection – Source of data – primary – secondary – methods of collecting primary data – survey method – personal interviewing – telephone interviewing – mail survey – observation methods – experimental method – tools for data collection – construction of schedules and questionnaires – scaling technique – nature of rating scale – ranking scales – construction .

Unit-IV

Sampling Techniques – probability – non-probability sampling technique – sampling design – sample size – sampling and non-sampling errors

Unit-V

Data processing and report writing – editing – coding – tabulation – research report – types of research reports – style of reporting – steps in drafting reports – contents of research report

Text Book:

1. C.R. Kothari, Research Methodology, New Age International (P) Limited, New Delhi, 2005.

Reference Books:

1. R. Panneerselvam, Research Methodology, Hall Of India Pvt Ltd, New Delhi, 2007.
2. Suresh C. Sinha and Anil K. Dhiman, Research Methodology, Ess Ess, New Delhi, 2002.
3. R Elangovan and S Mohan, Research Methodology In Commerce, New Age International (p) Limited, New Delhi, 2007.

Top of Form

B.Com III	Elective	Max Marks 100 Int: 25 Ext: 75
Semester – VI	FINANCIAL MARKETS AND SERVICES	6 hrs week
17BCOMRE64		Credits: 5

OBJECTIVES

- 1) To know about the various financial institutions in world market and services.
- 2) To know about the strength and weakness of money market and capital market.
- 3) To understand the ability of mutual fund operation.

Unit-I

Financial System – Meaning – Functions – concepts – assets – Intermediaries – markets – Financial rate of returns – Instruments – Classification – Capital market – Money market – Development of financial system in India- Weaknesses of Indian Financial system.

Unit-II

Money Market- Definition- Money market Vs Capital Market- Features – Objectives- Characteristics features of a developed money market- Importance of money market- Composition of money market- Call money - Commercial bills - Acceptance - Treasury bill - Discount market- Bill markets in India- Money market Instruments.

Unit-III

Capital Market - New issue – New issue Vs Stock exchange- Functions – Methods of floating new issues – Secondary market – Stock exchanges - Functions – Listing of securities – Registration of stock brokers - Methods of trading in stock exchange.

Unit-IV

Mutual funds – Definition – Importance – Risks – Classification of funds - Close ended funds – Open ended funds – Income funds – Growth funds – Balance funds – Specialized funds – Money market mutual fund – Taxation funds – Organisation of the fund – Net asset value.

Unit-V

Merchant Banking – Meaning – Services of Merchant Banks – SEBI Guidelines – Scope for Merchant Banking in India. Factoring: - Meaning – Functions – Types – Factoring Vs. Discounting – Benefits.

Text Book:

1. Gordon and Natarajan, Financial Market and Services, Kalyani Publishers, Chennai, 2007.

Reference Books:

1. R.M.Srivastava, Management for Indian Financial Institution, Tata McGraw Hill, New Delhi, 2005.
2. P.N.Varshney & D.K.Mittal, Indian Financial System, Sultan Chand, New Delhi, 2005.
3. Meri Khon, Financial Institutions and Markets, Sultan Chand, New Delhi, 2005.

B.Com III	Skill Based	Max Marks 100 Int: 25 Ext75
Semester – VI	COMMERCE PRACTICAL	2 hrs week
17BCOMRS61		Credits: 2

Objectives:

- 1) To enable the students to under the commerce practice
- 2) To enable the students to prepare the various forms in the business firms
- 3) To enable the students to understand the stock exchange

Unit - I

- 1) Business Letter
- 2) Forms for office purpose
- 3) Vouchers, Invoice & cash receipts
- 4) Partnership Deed
- 5) IT Returns

UNIT-II

- 6) Share warrant
- 7) Proxy form
- 8) Cost sheet – specimen
- 9) Stock Register
- 10) Payroll & wage sheet

UNIT- III

- 11) Form of Bin Card and Time card
- 12) Material order & Material requiting
- 13) Issue register chart of an organization structure
- 14) Account opening form
- 16) Bank cheque, Pay-in-slip & withdrawal form

UNIT - IV

- 16) Promissory Note
- 17) Fixed Deposit Receipt
- 18) ATM, Debit & Credit Card
- 19) Types of Advertisement
- 20) Preparation of advertisement copy

UNIT - V

- 21) Analyzing brand names
- 22) Collection of KYC (Know your claims)
- 23) Demat a/c (e-format)
- 24) Share conversion forms – Depository conversion
- 25) Documentation required for Application of shares

Syllabus for Bachelor of Arts in English Academic Year 2017-2018

B.A. Eng. I	jkpo; jhs;	Max Marks 100
Semester – 1	,f;fhyf; ftpijAk; rpWfijAk Contemporary	Int: 25 Ext: 75
17BAELL11	Poetry & Stories	6 hrs week
		Credit: 3

\$W - 1 kuGf;ftpjifs; ehl;Lg;Gwg; ghly;fs;

76. ghujpahH	-nts;isj;jhkiu
77. ghujpjhrd;	-ePq;fNsnrhy;Yq;fs;
78. ftpkzpNjrpftpehafk;	-Gj;jhpd; mKjnkhopfs;(MrpaN[hjp)
79. ehkf;fy; ftpQH ,uhkypq;fk;	-mtDk; mtSk; tpUk;gpaehLgps;is
80. gl;Lf;Nfhl;ilfy;ahzRe;juk;	-cyfk; cwq;ifapNy ghidfs;...(jpiuapirg; ghly;)
81. fz;zjhrd;	-el;G
82. ngUQ;rpj;jdhH eilapLjk;gp)	-fdpr;rhW (ehl;ilkyHj;jpl
83. Kbaurd;	-fy;tpg;gad;
84. ehl;Lg;Gwg;ghly; (jhyhl;L)	-thdhkhkiyehl;Lg; ghly;fs;
85. ehl;Lg;Gwg;ghly; (xg;ghhp)	-thdhkhkiyehl;Lg; ghly;fs;

\$W - 2 GJf;ftpjifs; iff;\$ ftpjifs;

86. e.gpr;r%Hj;jp	-G+f;fhpp
87. ftpQHkPuh	-mtruf;fhud;
88. K.Nkj;jh	-ftpg;ghLk; fpuhkk;
89. rpw;gp	-jz;lid
90. mg;Jy; uFkhd;	-,uz;lhk; tUif
91. rpjk;guehjd;	-epyk;
92. <NuhLjkpod;gd;	-rpuha;fs; (kpd;kpdpf;fhL)
93. ituKj;J	-thdk; rpd;dJjhd;
94. fe;jHtd;	-fpopry;fs;
95. ,uh. kPdhl;rp	-Mbf; fhw;Nw
96. A+. GfNoe;jp	-fUk;gyifapy; vOjhjit
97. Gd;difNrJ	-khw;wq;fs;
98. v];.ghG	-fz;zPUld;
99. rz;Kfk; rutzd;	-Jwtpd; ,irf; Fwpg;G
100. iff;\$ ftpjifs;	-njhFg;G

\$W - 3 rpWfijfs;

31. GJikg;gpj;jd;	-xUehs; fope;jJ
32. F. mofphprhkp	-uh[h te;jpUf;fpwhH
33. jp. [hdfpuhkd;	-rj;jpakh
34. mwpQHmz;zh	-nrt;thio
35. NrhiyRe;jungUkhs;	-,Ug;G
36. Nkyhz;iknghd;Dr;rhkp	-G+
37. nt. ,iwad;G	-];jgjp
38. Mz;lhs; gphpajH\pdp	-khj;jpiu
39. Fd;wf;Fb fp. rpq;fhutbNty;	-jpUkzj;jpy; xUjpUg;gk;
40. itf;fk; KfkJ g\PH	-khkuk;

(kiyahsk; nkhopngaHg;G)

\$W -4 ,yf;fzk;

Kjy; vOj;Jfs; - rhh;ngOj;Jfs; ty;nyOj;JkpFk; ,lq;fs;; ty;nyOj;Jkpfh ,lq;fs;; nkhopKjy;
vOj;Jfs; -nkhop ,WjpvOj;Jfs;; GJf;ftpijapy; gbk; - FwpaPL.

\$W -5 ,yf;fpatuyhWk;>gad;ghl;Lj; jkpOk;

- m) 1. GJf;ftpijapd; Njhw;wKk; tsHr;rpAk;
2. ,Ugjhk; E}w;whz;bd; kuGf;ftpij
3. rpWfijapd; Njhw;wKk; tsHr;rpAk;

M)kuGg; gpioePf;Fjy; - gpwnkhopr; nrhw;fisePf;Fjy;;gpioaw;wnjhliuNjHe;njLj;jy;;
xUik- gd;ik>XnuOj;JxUnkhopf;FhpanghUs;;xypNtWghLfSk; nghUs; NtWghLfSk;
nghUj;jkhdngHs; - nghUj;jkhdnjhlH.

ghl E}y;fs;

4. nra;As; njhFg;G 2. rpWfijfs;
gy;fiyf; fofntspaPL kJiufhkuhrHgy;fiyf;fofk- kJiu- 21

B.A. Eng. I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – 1	PROSE, POETRY, SHORT STORIES, GRAMMAR & COMPOSITION	6 hrs week
17BAELL12		Credit: 3

OBJECTIVES

13. To expose students to functional aspects of English language.
14. To give them proper perspectives of life, by introducing them to the works of eminent men.
15. To develop their reading skills through reading short stories.

UNIT: I. GRAMMAR

5. The Bridge

UNIT: II. POETRY

9. Daffodils - William Wordsworth
10. La belle dame sans mercy - John Keats

UNIT: III .SHORT STORY

9. Astrologers Day - R. K. Narayan
10. The Necklace - Guy De Maupassant

UNIT: IV. PROSE

5. I have a dream -Martin Luther King

UNIT: V COMPOSITION

9. Paragraph writing
10. Letter writing

TEXT PRESCRIBED:

21. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr. 2014, Rs.35/.

22. Dr.V.Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2008, Rs.16/.
23. Prof.A.E.Subramanian, M.A., L.T.,(Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2003, Rs.27/.
24. G.Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2008, Rs.70/.
25. Dr.S.Vincent.(ed) Let's Speak English(A Course in spoken English) Soundra Publications, Madurai. Rs.40/.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester I	THE AGE OF SHAKESPEARE AND	6 hrs week
17BAELC11	MILTON	Credits 4

Objectives:

1. To introduce the students to the English renaissance – the greatest flowering of art in English
2. To create an awareness of the trends in poetry, prose & drama.
3. To introduce the students with the techniques in poetry, prose, drama.

Unit I: Prose

Francis Bacon's Essays - i) Of Parents and Children
-ii) Of Boldness
-iii) Of Studies
-iv) Of Ambition

Unit II: Poetry

William Shakespeare -Sonnet 18 (Shall I compare thee to a summer's day?)
-Sonnet 37 (As a decrepit father takes delight)
-Sonnet 64 (When I have seen by Time's fell hand defaced)
-Sonnet 116 (Let me not to the marriage of true minds)

Unit III: Poetry

John Milton - Paradise Lost- Book IX

Unit IV:Drama

Christopher Marlowe - Dr. Faustus

Unit V: Drama

John Webster - The white devil

Books Recommended:

John Milton: Paradise lost book IX, Macmillan Publishers Delhi yr 2015.

William Shakespeare: Sonnets, Rupa co publications, Chennai yr 2014.

Christopher Marlowe: The Tragical History of Doctor Faustus, Macmillan Chennai yr 2015.

John Webster: The white devil, Macmillan Chennai yr 2015.

F.G. Selby Ed: Selections from Bacon's Essays, The Macmillan Company of India, Chennai yr 2015.

B.A.(Eng.) I	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 1	MODERN ENGLISH GRAMMAR AND USAGE	6 hrs week
17BAELC12		Credits 4

OBJECTIVES:

1. To give students proficiency in the basics of English Grammar.
2. To train students in functional grammar.
3. To train students in the correct usage of the English language.

UNIT I

Parts of Speech, Nouns – its classifications – Number, Gender & Case – the functions of noun, Dummy subjects. Pronouns- kinds of Pronouns & their usage. Verbs – Main verbs & Auxiliary verbs, Transitive & Intransitive verbs.

UNIT II

Tenses & their usage, Moods, Concord. Modals, Participles & Gerunds. Conjunctions. Linkers – Lexical Linkers & Logical Linkers.

UNIT III

Adjectives – kinds of Adjectives & their usage. Determiners. Adverbs – kinds of Adverbs & their usage.

Sentence Structures, Kinds of Sentence – Declarative, Imperative. Interrogative & Exclamatory sentences.

UNIT IV

Transformation of Sentences – Active & Passive voices, Direct & Indirect speeches, Degrees of Comparison.

UNIT V

Transformation of Sentences- Simple, Compound, Complex. Phrasal verbs. The use of prepositions, Question tags, Remedial English

BOOKS RECOMMENDED:

1. J.C. Nesfield; English Grammar, Composition & Usages (Revised & Adopted by N.K. Aggarwala & F.T.Wood) New Edition, Macmillan, Chennai Yr.2015. Rs.99.75.
2. P. Titus; Remedial English, New Century Book House (P) ltd, Chennai yr 2014.Rs.75/-
3. Nigel D. Turton; ABC of (common Grammatical Errors, Macmillan, Delhi yr 2015 Rs.225/-
4. A.E. Augustine, K.V. Jospheh; Macmillan Grammar: A Hand Book, Macmillan India Ltd, Chennai yr 2015.

B.A.(Eng.) I	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 2	SOCIAL HISTORY OF ENGLAND	4 hrs week
17BAELA21		Credits 5

OBJECTIVES:

1. To introduce the students to the culture and society of England
2. To expose the students to understand the social impact in English literature.
3. To acquaint the students with the social events that contributed to the growth of literature.

UNIT I

Renaissance, Reformation, Dissolution of Monasteries

UNIT II

Civil war, Restoration, Age of Queen Anne

UNIT III

Industrial Revolution, Agrarian Revolution, Humanitarian Movement

UNIT IV

Scientific and Industrial Changes, Chartist Movement, Trade Unionism

UNIT V

Fabian society, Impact of the two World Wars, Britain's role in the Gulf war.

BOOKS RECOMMENDED:

1. Traveleyan ; English Social History, Orient Longman, Mumbai yr 2015.
2. P.Thailambal ; Social History of England, Ennes Publications, Udumalpet yr 2015.
3. V.D.Maharajan ; England Since 1485,S.Chand & Co, New Delhi yr 2015
4. Dr.A.Shanmugakani : An Introduction to The Social History of England, Vasans PublicationsHouse, Madurai yr 2014.

B.A.(Eng.) I	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester 1	COMMUNICATIVE ENGLISH- I	2 hrs week
17BELN11		Credits 2

Objectives:

1. To develop the Communication Skills
2. To improve the Writing, Speaking and Reference skills of the students
3. To train the students to attain proficiency in the language skills

Unit I

Writing Skill

Recruitment correspondence
Letters to Editors & Personal Letters
Note-taking & Note-making

Unit II

Speaking Skill- I

Making enquires-at a counter, on the telephone
Speaking in different capacities at a meeting or gathering-summing up discussions
Formal greeting

Unit III

Speaking skill-II

Introducing people (guests & acquaintances)
Proposing vote of thanks
Announcing at variety entertainment programmes, sports meet, etc.

Unit IV

Reference Skills

Using dictionary, Encyclopedia, Thesaurus

Unit V

Dialogue making and Oral Communication

Books Recommended:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London yr 2015.
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2014.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi yr 2015.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi yr 2015.
- 5.Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.

B..A. Eng. I	jkpo; jhs;	Max Marks 100
Semester – II	,ilf;fhy ,yf;fpaKk; GjpdKk;	Int: 25 Ext: 75
17BAELL21		6 hrs week
		Credits: 3

.šW - 1 gf;jp ,yf;fpak;

37. jpUQhdrk;ge;jH

- Njthuk; 5 ghly;fs;

38. jpUehTf;furH

- Njthuk; 5 ghly;fs;

39. khzpf;fthrfH

- jpUthrfk; 4 ghly;fs;

40. jpU%yH

- jpUke;jpuk; 4ghly;fs;

41. nghpaho;thh;

- jpUnkhop 6 ghly;fs;

42. Mz;lhs;

- jpUg;ghit 6 ghly;fs;

43. ek;kho;thH - jpUtha;nkhop 5 ghly;fs;
 44. ,uhkypq;fts;syhH - jpUtUL;gh (Kjy;) 2 ghly;fs;
 45. mgpuhkppl;lH - mgpuhkpme;jhjp 2
 ghly;fs;
 46. rptthf;fpaH - 5 ghly;fs;
 47. gl;bdj;jhH - 5 ghly;fs;
 48. gj;jpufphpahH - 5 fz;zpfs;

\$W - 2 rpw;wpyf;fpak;

19. kPdhl;rpmk;ikgps;isj; jkpo;
 20. jkpo;tpLJ}J
 21. Kf;\$lw;gs;S
 22. ee;jpf;fyk;gfk;
 23. fypfj;Jg;guzp
 24. jpUFw;whyf; FwtQ;rp

\$W - 3 Gjpdk;

Njly; - nghd;dPyd;(MrphpaH)

\$W - 4 ,yf;fzk;

nrhy; tiffs; (ngah;>tpid> ,il>chp)

\$W - 5 ,yf;fpatuyhW

10. gf;jp ,yf;fpatuyhW(irtk;>itztk;>rkzk;>ngsj;jk;)
 11. rpw;wpyf;fpatuyhW
 12. Gjpdj;jpd; Njhw;wKk; tsHr;rpAk;

ghl E}y;fs;

7. nra;As; njhFg;G
 gy;fiyf; fofntspaPL
 kJiufhkuhrHgy;fiyf;fofk;
 kJiu-21
 8. Njly;(Gjpdk;)
 MrphpaH - nghd;dPyd; epA+ nrQ;RhpGf;mk;gj;J}H>nrd;id- 98

B..A. Eng. I	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – II	PROSE, POETRY, SHORT STORIES, GRAMMAR AND COMPOSITION;	6 hrs week
17BAELL22		Credits: 3

OBJECTIVES:

- 22) To introduce them to a few classics in English poetry
 23) To develop their writing skills.

24) To give ample practice in grammar.

UNIT: I PROSE

1. My lost Dollar – Stephen Leacock

UNIT: II POETRY

1. The quality of mercy - Shakespeare
2. Solitary Reaper - Wordsworth

UNIT: III SHORT STORIES

22. Refund - Fritz Karinthy
23. Little Girls Wiser Than Men - Leo Tolstoy
24. The Gift of Magi - O' Henry

UNIT: IV GRAMMAR

Revision of Tenses, Infinitives, Gerund, Sentence Pattern, Nouns, Pronouns, Verbs, Participles

UNIT: V COMPOSITION

Essay Writing

TEXT PRESCRIBED:

1. Dr. A. Shanmugakani, M.A., Ph.D., (Ed) Prose for communication (An Anthology of prose) Manimekala Publishing House, Madurai. Yr.2015.
2. Dr. V. Ayothi, M.A., Ph.D., (Ed) Memorable Melodies (An Anthology of Poems) New Century Book House (P) Ltd., Chennai. Yr.2014.
3. Prof. A. E. Subramanian, M.A., L.T., (Ed) Gifts to Posterity (An Anthology of modern Short Stories) Anu Chitra Publications, Chennai. Yr.2015.
4. G. Radhakrishna Pillai English (Ed) Grammar and Composition. Emerald Publishers, Chennai. Yr.2014.

B.A.(Eng.) I	Core Subject	Max Marks 100
Semester 2	THE AGE OF DRYDEN AND POPE	Int 25 Ext 75
17BAELC21		6 hrs week
		Credit s:4

OBJECTIVES:

1. To enable students to get a deep perception and understanding of the Restoration Age and its literature.
2. To inculcate in students an analytical, critical & sensitive approach to Restoration Literature
3. To create in the students an awareness of the trends in poetry, prose, and drama in Restoration Literature

UNIT I

PROSE

Addison & Steele - Sir Roger at Home,
- Of the Club
- Death of Sir Roger

UNIT II

PROSE

John Dryden - An essay of Dramatic Poesy

UNIT - III**POETRY**

John Dryden -- A Song for St Cecilia's Day
 John Donne -- A Valediction: forbidding mourning

UNIT IV**POETRY**

Pope -- Epistle to Dr. Arbuthnot

UNIT V**DRAMA**

Oliver Goldsmith -- She Stoops to Conquer

BOOKS RECOMMENDED:

1. Alexander Pope : The Rape of the lock Macmillan, Delhi yr 2015.
2. Joseph Addison and Steele: The Spectator, Emerald pub, Chennai yr 2014.
3. Oliver Goldsmith : She Stoops to Conquer, Emerald pub, Chennai yr 2014.

B.A.(Eng.) I	Core Subject	Max Marks 100
Semester-II	THE AGE OF WORDSWORTH	Int 25 Ext 75
17BAELC22		6 hrs week
		Credits 4

OBJECTIVES:

1. To enable students to understand and appreciate the aesthetic, cultural and literary aspects of Literature.
2. To acquaint the learners with the characteristics features of Romantic Poetry, Prose, Drama and Fiction.
3. To enable the students to have a comprehensive idea of Romantic Age.

UNIT I**PROSE**

Charles Lamb -- Dream Children, Dissertation upon Roasted Pig

UNIT II**PROSE**

William Hazlitt -- On Going a Journey

UNIT III**POETRY**

William Wordsworth -- Ode on Intimations of Immortality
 John Keats -- Ode on a Grecian Urn
 Shelly -- Ode to a Skylark

UNIT IV**POETRY**

Coleridge -- Kubla khan
 Robert Burns -- The Red Red Rose
 Thomas Gray -- Elegy written in the Country Churchyard

UNIT V
FICTION

Jane Austen

-- Emma

BOOKS RECOMMENDED:

1. K.G.Seshadri: Selected Essays of Charles Lamb. Macmillan, Chennai yr 2015.
2. Jane Austen: Emma, Macmillan, Chennai yr 2014.

B.A.(Eng.) I	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester 1I	LITERARY FORMS	6 hrs week
17BAELA21		Credits 4

OBJECTIVE:

1. To provide an understanding of the different genres.
2. To highlight the different subdivisions of each genre.
3. To enable learners to acquire adequate knowledge in the techniques of different genres.

UNIT I

POETRY

What is poetry?

Genres in Poetry: Lyric, Ode, Sonnet, Elegy, Epic, Mock epic, Ballad, Satire

UNIT II

DRAMA

Tragedy, Comedy, Tragic- Comedy, Masque, One act play, Chorus, Soliloquy, Melodrama, Aside, Absurd Drama, Farce.

UNIT III

FICTION

Historical Novels, Epistolary Novel, Psychological Novels, Domestic Novels, Regional Novels, Picaresque Novels, Stream of Consciousness Novels, Science Fiction.

UNIT IV

ESSAY

Aphoristic Essay, Personal Essay, Periodical Essay, Twentieth century essays

UNIT V

FIGURES OF SPEECH

Simile, Metaphor, Fable, Parable, Allegory, Personification, Metonymy, Synecdoche, Transferred Epithet, Euphemism, Climax, Anticlimax, Rhetorical Question, Hyperbole, Exclamation, Antithesis, Alliteration, Onomatopoeia.

BOOKS RECOMMENDED:

2. Rees R.J, English Literature: An introduction for Foreign Readers, Macmillan, New Delhi yr 2015.
3. Prasad B.A, Background to the study of English Literature, Macmillan, Chennai yr 2014.
4. W.H. Hudson, - An Introduction to the study of Literature, B.I. Publications, Chennai yr 2015.
5. K.R. Ramachandran Nair, Literary Forms, Emerald Publishers, Chennai yr 2014.

B.A.(Eng.) I	Non Major Elective	Max Marks 100 Int 25 Ext 75
Semester II	COMMUNICATIVE ENGLISH-II	2 hrs week
17BELN21		Credits 2

OBJECTIVES:

1. To develop the Communication Skills
2. To improve the writing, speaking and reference skills of the students
3. To train the students to attain proficiency in the language skills

UNIT I

WRITING SKILLS-I

Diary
 Essay
 Enquires, orders
 Complaints & Replies

UNIT II

WRITING SKILLS-II

Summary
 E-mail& Fax
 Mechanics of Writing: Spelling Rules

UNIT III

SPEAKING SKILLS

Accepting & refusing politely, disagreeing politely
 Courtesy in personal communication

UNIT IV

Interviews
 Reporting

UNIT V

Public Speeches – Welcome Address & Vote of Thanks

BOOKS RECOMMENDED:

- 1 R.A. Banks: Directed Writing and Reading: A Course in Composition and Comprehension, Hodder & Stoughton, London yr. 2015.
- 2.T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2014.
3. S.R. Inthira & V. Saraswathi: Enrich Your English Book II: Academic Skills, OUP, Delhi yr 2015.
4. Jhon Sealy: The Oxford Guide to Writing and speaking, OUP, Delhi yr 2015.
- 5..Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.

B.A.(Eng)-II	jkpo; jhs;	Max Marks 100
Semester – III	fhg;gpa ,yf;fpaKk; ehlfKk	Int: 25 Ext: 75
17BSCCSL31		6 hrs week
		Credits: 3

\$W - 1 fhg;gpa ,yf;fpak;

10. rpyg;gjpfhuk; - kJiuf;fhzlk; - tof;Fiufhij
11. kzpNkfiy -Japy; vOg;gpafhij
12. nghpaGuhzk; - G+ryhHehadhHGuhzk;

\$W - 2 fhg;gpa ,yf;fpak;

- 1.fk;guhkhazk; - Ffg;glyk;
- 2.Njk;ghtzp- %d;whk; fhz;lk; - Kbr; #l;Lg; glyk;
4. rPwhg;Guhzk; - tpyhj;Jf; fhz;lk; -
fjP[h fdT fz;lglyk;

\$W - 3 jkpo; ehlfk;

MW ehlfq;fs; - M. rptf;fz;zd;>NCBHgpiuNtl; ypkpnll;
mk;gj;J}H>nrd;id- 98

19. ahUf;fhf gilj;jhd;?
20. Mf;fpdp MW
21. \$L NjLk; gwitfs;
22. FUNrj;jpuq;fs; Xa;tjpy;iy
23. Kd;Dk; gpd;Dk;
24. xU jPHg;G

\$W - 4 jkpo; ,yf;fzk; -

- | | |
|-----------------------|------------------|
| mzp tiffs;> | gh tiffs; |
| 22. ctikazp | 1 ntz;gh |
| 23. cUtmzp | 2 Mrphpag;gh |
| 24. gpwpJnkhopjy; mzp | 3 fypg;gh |
| 25. jw;Fwpg;Ngw;wmzp | 4 tQ;rpg;gh |

26. caHTetpw;rpmzp
27. rpNyilmzp
28. tQ;rg; Gfo;r;rpmzp

\$W - 5 jkpo; ,yf;fpatuyhW

1. fhg;gpa ,yf;fpatuyhW
m. lk;ngUk; fhg;gpaq;fs;
M. IQrpWq; fhg;gpaq;fs;
2. ehlf ,yf;fpa tuyhW

B.A.(Eng)-II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – III	PROSE, POETRY, SHORT STORIES,	6 hrs week
17BAELL32	GRAMMAR AND COMPOSITION	Credits: 3

OBJECTIVES:

10. To introduce the functional grammar to the students.
11. To expose creative writing to the students.
12. To enhance students' communication skills.

UNIT: I PROSE

- 7) University days – James Thurber
- 8) Wings Of Fire –Dr A.P.J Abdul kalam

UNIT: II : POETRY

- 7) Night of the scorpion-Nissim Ezekiel
- 8) Where the mind is without fear-Tagore

UNIT: III : SHORT STORIES

- 7) Karma-Kushwant Singh
- 8) Two gentle men of Verona- A.J Cronin

UNIT: IV GRAMMAR

Degrees of Comparison, Direct and Indirect Speech, Conjunction, Adverb, Adjectives, Pronouns

UNIT: V COMPOSITION

Note making, Essay Writing, Describe a Place, Person and Incident, Letter Writing, Dialogue Writing

TEXT PRESCRIBED:

- 13) Prof. A. E. Subramanian (Ed) Views and Visions (An Anthology of Essays & One – Act plays) Anu Chitra Publications, Chennai yr 2015.
- 14) G.Radhakrishna Pillai (Ed) English Grammar and Composition. Emerald Publishers, Chennai yr 2015.

- 15) Dr. S.Vincent. (Ed) Let's Speak English (A Course in spoken English) Soundra Publications, Madurai yr 2015.
- 16) K.R.Lakshminarayanan and T.Murugavel, Ed Communication skills in English, SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester III	FICTION	6 hrs week
17BAELC31		Credits: 4

Objectives:

1. To provide an understanding of the genre – Fiction.
2. To inculcate a critical, aesthetic and sensitive approach of various novelists.
3. To acquaint the learners with the characteristic features of novel.

Unit I

Charles Dickens - Great Expectations

Unit II

George Eliot - Silas Marner

Unit III

Thomas Hardy - Far from the Madding Crowd

Unit IV

Jonathan Swift - Gulliver's Travels (I, II)

Unit V

H.G. Wells - The Invisible Man

Books Recommended:

1. Charles Dickens : Great Expectations, Macmillan , Chennai yr 2015.
2. Thomas hardy : Far From the Madding Crowd , Rupa co publications, Chennai yr 2014.
3. George Eliot : Silas Marner ,Lakshmi Narain Agarwal, Agra yr 2014.
4. Jonathan Swift : Gulliver's Travels ,Rohan Book Company ,Delhi yr 2015.
5. H.G.Wells : The Invisible Man, Emerald Publishers, Chennai yr 2013.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester III	THE AGE OF TENNYSON	6 hrs week
17BAELC32		Credits: 4

Objectives:

1. To foster a deep perception and understanding of the Victorian Age and the literature of the age.
2. To familiarize students with the different genres of Victorian literature
3. To inculcate a critical, aesthetic and sensitive approach of Victorian literature.

Unit I

Prose

The Idea Of A University -Newman

Unit II

Poetry

Lord Tennyson -- Tithonus
Robert Browning -- My last Duchess
Mathew Arnold -- Dover Beach

Unit III

Poetry

D.G.Rossetti -- The Blessed Damozel
Elizabeth Barret Browning—A song for the Ragged schools of London

Unit IV

Drama

Oscar Wilde -- The Importance of Being Earnest

Unit V

Fiction

Charlotte Bronte -- Jane Eyre

Books Recommended:

1. Ed Dr.Satchidhanandham : Six English Poets, Macmillan, Madurai yr. 2014.
2. Oscar Wilde: The Importance of Being Earnest, Lakshmi Narain Agarwal, Agra yr 2014.
3. Charlotte Bronte: Jane Eyre, Macmillan, Delhi yr 2015.

B.A.(Eng.)-II	Allied Subject	Max Marks 100
Semester III	HISTORY OF ENGLISH	Int 25 Ext 75
17BAELA31	LITERATURE	4 hrs week
		Credit: 5

OBJECTIVES:

1. To expose the students with the background of English literature.
2. To acquaint students to the chronological development of English literature.
3. To enable students to understand the English thought, culture and history reflected in the study of English literature

UNIT I

Age of Chaucer - From Chaucer to Tottel's Miscellany

UNIT II

Age of Shakespeare -- Verse, Drama

UNIT III

Age of Milton -- Other poets and writers
 Age of Dryden -- Verse, Prose & Drama
 Age of Pope -- Verse, Prose & Drama
 Age of Johnson -- General Prose, Novel, Verse

UNIT IV

Age of Wordsworth -- The Older Poets, The Younger Poets, General Prose, Novel
 Age of Tennyson -- Verse, General Prose, Novel

UNIT V

Age of Hardy, Present Age

BOOKS RECOMMENDED:

1. Hudson: An Outline History of English Literature, B.I. Publications, Madras yr 2015.

2. K.R.Ramachandran Nair : The History of English Literature, Emerald Publishers, Chennai yr 2014.
3. Dr.A.Shanmugakani : A History of English Literature,Vasans Publications,Madurai yr 2015.

B.A.(Eng)-II	Skill Based	Max Marks 100 Int 25 Ext 75
Semester III	COMMUNICATION SKILLS – I	2 hrs week
17BAELS31		Credits: 2

Objectives:

1. To develop the communication skills
2. To acquaint the students with the modes of communication.
3. To promote the oral communication of the students.

Unit I

Languages and communication
Non-verbal communication

Unit II

Communication in organizations
Dyadic communication

Unit III

Meetings
Seminars and conferences

Unit IV

Group discussions
Audio Visual Aids

Unit V

Format Reports, Style

Books Recommended:

1. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.

2. T.M. Farhathullah: Communication Skills for Undergraduates, RBA Publications, Chennai yr 2013.

B.A.(Eng.)- II	jkpo; jhs;	Max Marks 100
Semester – IV	goe;jkpo; ,yf;fpaKk; ciueilAk	Int: 25 Ext: 75
17BAELL41		6 hrs week
		Credits: 3

\$W : 1 A gj;Jg;ghl;L
neLey;thil KOtJk;

1 B vl;Lj;njhif

ew;wpiz – 1> 16> 22 (3 ghly;fs;)
FWe;njhif – 7> 8> 27> 44> 69 (5 ghly;fs;)
lq;FWE}W – Gwtzpg;gJ (5 ghly;fs;)
fypj;njhif – 1> 6> 9> 11 (4 ghly;fs;)
mfehD}W – 122> 127> 170 (3 ghly;fs;)
GwehD}W – 8> 9> 74> 100> 109 (5 ghly;fs;)

\$W : 2 mw ,yf;fpak;
2.A. jpUf;Fws;

- 1) nra;e;ed;wpawpjy; (mjpfhuk; - 11)
- 2) fhykwpjy; - (mjpfhuk; - 40)
- 3) Fwpg;gwpjy; (mjpfhuk; - 71)

2. B ehybahH – fy;tp – Kjy; -5 ghly;fs;

\$W : 3 ciueil (fl;Liu; njhFg;G

1. gz;ila ciuhrphpah;fs; -c.Nt.rhkp ehj ma;ah;
2. nghOJ NghfypNa -t.uhkrhkp
3. CUk; ngUk; -uh.NrJgps;is
4. mwptpaYk; fiyAk; -K.tujuhrdhH
5. rq;f newpfs; -t.Rg.khzpf;fk;
6. rpl;Lf;FUtp -ghujpahH
7. neQ;rpdy; gpiog;gpdhs; -Rfp.rptk;
8. md;G -mg;Jy; ufpk;
9. mfq;fhu jkpo; -rh.khlrhkp
10. jkpo; ,yf;fpa tsHr;rpapy;
eifr;Ritapd; gq;F - -K.Kj;ijah

\$W : 4 ,yf;fzk; nghUs; :
 m. mfg;nghUs; mfj;jpizfs;
 M. Gwg;nghUs; Gwj;jpizfs;
 ,. Gilg;ghw;wy; (ftpij Gidjy; jpiug;gl tpkh;rdk;
 Gj;jf kjpg;Giu)

\$W : 5 ,yf;fpatuyhW
 m. vl;Lj;njhif
 M. gj;Jg;ghl;L
 ,. mw ,yf;fpak;(gjpnzd;fPo;fzf;F)

ghlE}y;fs;: gjpg;Gj;Jiw kJiu fhkuh[h; gy;fiyf;fofk;

B.A.(Eng.)- II	Part-II – English	Max Marks 100 Int: 25 Ext: 75
Semester – IV	NOVEL AND ENGLISH FOR COMPETITIVE EXAMINATION	6 hrs week
17BAELL42		Credits: 3

OBJECTIVES:

1. To enrich students' vocabulary.
2. To train in professional writing skills.
3. To introduce the classic in English drama.

UNIT: I Novel

The English Teacher – R.K. Narayan

UNIT: II VOCABULARY

Synonyms, Antonyms, prefix, suffix, Idioms and Phrases (50. Nos.)

UNIT: III GRAMMAR

The use of some tenses, Conditional Clauses, Questions Tags, Subject-verb agreement and spotting the errors, Synthesis of Sentences; Simple, Compound, Complex and Combination of two or more simple sentences into one simple sentence or complex sentence or compound sentence.

UNIT: IV COMPOSITION I

Paragraph Writing and Expansion of Proverbs (25 nos.), Resume writing.

UNIT: V COMPOSITION II

Drafting Advertisements, Report writing, Memorandum, Minutes of Meetings, Book Review (or) Film Appreciation.

TEXT PRESCRIBED:

1. A.W.Verity (Ed) Macmillan India Ltd., Macbeth Chennai yr 2015.
2. K.R.Lakshminarayanan and T.Murugavel, (Ed) Communication skills in English SciTech Publications (India) Pvt. Ltd., Chennai yr 2015.
3. G.Radhakrishna Pillai, (Ed) English for success (A Guide to Ensure Success in Competitive Examinations) Emerald Publishers, Chennai yr 2014.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester 4 17BAELC41	INDIAN WRITING IN ENGLISH	6 hrs week Credits: 4

Objectives:

1. To introduce the students to Indian writers in English.
2. To facilitate learning of English through native literature.
3. To expose the students with the themes and techniques of Indian writers.

Unit I

Prose

Rabindranath Tagore -The Home Coming

Unit II

Poetry

Sarojini Naidu -Indian Weavers
 Nissim Ezekiel -Enterprise
 K.N.Daruwella -Death of a Bird
 Kamala Das -My Grandmother's House
 A.K. Ramanujan - River Vaigai

Unit III

Drama

Girish Karnad -Tughlaq

Unit IV

Drama

Manjula Padmanabhan - Harvest

Unit V

Fiction

Mulkraj Anand -Two Leaves and a bud
 Nayantra shagal -Storm in Chandigarh

Short Stories

Shasi Despande -“Why a Robin?”
Arun Joshi - “The only American from our village”

Books Recommended:

1. C.N.Srinath, Ed, Indian Verse in English, Macmillan, Chennai yr 2014.
2. Naik M.K. & Panekar, Mokeshi.S: Perspectives on Indian Drama in English, OUP yr 2015.
3. Uma Parameswaran: A study of Representative Indo-English Novelists, Vikas, Delhi yr 2015.
4. B.K.Das : Modern Indian English Poetry. Prakash BookDepot, Bareilly yr 2015.
5. S.P. Appasamy & C.D Govinda Rao : Indian Prose, Macmillan, Chennai yr 2014.
6. Girish Karnad: Tughlaq, Macmillan, Chennai yr 2015.
7. Padmanabhan, Manjula, Harvest, London, Aurora Metro Press, 2014.

B.A.(Eng.)-II	Core Subject	Max Marks 100 Int 25 Ext 75
Semester IV	PHONETICS AND SPOKEN ENGLISH	6 hrs week
17BAELC42		Credits: 4

Objectives:

1. To familiarize students with the English speech sounds and to develop correct pronunciation of the language.
2. To introduce the students with the phonetic transcription.
3. To improve the writing and spoken skills of students.

Unit I

Air stream mechanism
The Organs of speech
The description of speech sounds

Unit II

The Sounds of English: Vowels, Consonants

Unit III

Stress, Accent, Rhythm, Assimilation and Intonation

Unit IV

Phonetic Transcription: Conversation passages for practice

Unit V

Spoken English – In various situations in which dialogues take place

Books Recommended:

1. J.D.O. Connor; Better English Pronunciation, Cambridge University Press, Cambridge yr 2015.
2. Balasubramanian; A TextBook of English Phonetics, Macmillan, Chennai yr 2015.
3. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi 2014.
4. G. Radha Krishna Pillai and k. Rajeevan: Spoken English for You, Emerald Publishers, Chennai yr 2015.

B.A.(Eng.)-II	Allied Subject	Max Marks 100 Int 25 Ext 75
Semester IV	INTRODUCTION TO LITERARY CRITICISM	4 hrs week
17BAELA41		Credits: 5

Objectives:

1. To introduce the concept of Criticism to the students.
2. To help students develop a Critical perspective.
3. To familiarize students with the important critical movements in English literary criticism.

Unit I

Aristotle-poetics (Aristotlian Dramatic Theory: Art, Imitation, Hamartia, Catharsis)
Plato-The Republic (Book-X)

Unit II

Matthew Arnold- Study of Poetry

Unit III

T.S.Eliot- Tradition and Individual Talent

Unit IV

I.A. Richards- Practical Criticism

Unit V

Wilber Scott- Five Approaches to Literary Criticism

Books Recommended:

- 1) Bisjadish Prasad, An Introduction to English Criticism, Macmillan, Madras yr 2015.

- 2) B.B.Jain :Function of Criticism at the Present Time, Lakshmi Narain Agarwal ,Agra yr 2014.
- 3) Wilbur Scott: Five Approaches of Literary Criticism, Collier Macmillan Publications, Delhi yr 2015.
- 4) David Daiches: Critical Approches to Literature, Orient Longman, Kolkatta yr 2015.
- 5) S. Ramasamy & V.S. Sethuraman: The English Critical Tradition: An Anthology of Literary Criticism: VI &II. Macmillan Publications, Chennai yr 2015.

B.A.(Eng.)-II	Skill Based Subject	Max Marks 100 Int 25 Ext 75
Semester – IV	General Knowledge	2 hrs week
17BAELS41		Credits: 2

Objectives:

1. To enhance General Knowledge of students.
2. To orient the students to appear for competitive examinations
3. To enhance General English Vocabulary of students

Unit 1:

General English – Vocabulary (correct meaning) choosing correct synonyms, Antonyms, correct word prefix, suffix, suitable articles, prepositions, correct tense, correct voice, correct question tag, substituting with a single word, correct the errors.

Unit II:

General science – Topics in physics, chemistry and biology viz. scientific laws, scientific inventions and discoveries, scientists and their contributions, diet-balanced diet, diseases their causes, elements and compounds, motions, Newton’s law.

Unit III:

History of India & India National Movement – Dates and events relating Indus valley civilization, Maurya Dynasty, Buddhism and Jainism, Guptas, Pallavas, Cholas and Pandyas, Growth of British influence, National freedom movement and attainment of independence.

Unit IV:

Economics & Commerce – Agriculture, Major crops and crop pattern in India, Industrial development country and currencies, export and import, population and unemployment problems – role of RBI and other Banks.

Unit V:

Current affairs – latest development in Science and Technology, Political developments in India, New developments in trade. Transport, Fine arts like films, major literary works, games

& sports. National, International awards. National & International organizations, present day India and other related topics.

Reference Books:

- a. Ravi Tulasiraaman, General knowledge, Raman's books, Chennai yr 2015.
- b. Competition Refresher year book, Published by Pritam Singh, Bright Careers Institute Chennai yr 2014.
- c. Sura's Year Book, Published by Sura College of Competition, Chennai yr 2015.
- d. Manorama Year Book, 2015.
- e. General Knowledge, Published by Madurai Kamaraj University Chennai yr 2014.

Journals & Magazines:

- f. Competition Success Review Pvt. Ltd, Editor & Publisher, K. Sachdeva, New Delhi yr 2014.
- g. Chronicle – Publisher Chronicle Publication Noida- 201 301 (U.P.) Editor- N.N. Ojha, New Delhi yr 2015.
- h. Competition Affairs, Chandigarh -160 019, Editor -Balvinder Singh New Delhi yr 2015.

B.A.(Eng.) - III	PART-IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester V	PRESENTATION SKILLS	2 hrs week
17BAELS42		Credits 2

OBJECTIVES:

1. To acquaint the students with the presentation skills.
2. To train the students to use visual aids.
3. To help the students to skills.

UNIT I

Powerful presentation

1. Meaning of Presentation
2. Merits & Demerits

UNIT II

How to create, develop and maintain interest among audience through presentation?

UNIT III

Using visual aids

1. OHP
2. LCD

UNIT IV

Types and methods of presentation

UNIT V

Dealing with difficult situations

BOOKS RECOMMENDED:

1. Roz Townsend; Presentation skills for the upwardly mobile-A Guide for Young Executives, Emerald, Chennai yr 2014.
2. Krishna Mohan and Meera Banerji: Developing Communication Skills, Macmillan, Delhi yr 2015.
3. M.C. Common: Presenting with Power: Captivate, Motivate, Inspire and Persuade, Macmillan, New Delhi yr 2014.

B.A.(Eng.)-III	PART-III- Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	SHAKESPEARE	5 hrs week
17BAELC51		Credits: 4

Objective:

1. To foster a deep perception and understanding of Shakespeare
2. To enable the students to have a comprehensive idea of Shakespeare
3. To acquaint the students with the themes and techniques in Shakespeare's play's

Unit I

Macbeth

Unit II

As You Like It

Unit III

The Winter's Tale

Unit IV

Henry IV – Part I

Unit V

The Elizabethan Theatre and Audience, Fools in Shakespeare, Women in Shakespeare, supernatural elements in Shakespeare.

Books Recommended:

1. G.B. Harrison: Introducing Shakespeare; Penguin Books Limited, New York yr 2014.

2. Irving Ribner: William Shakespeare: Life, Times and Themes, Wiley Eastern Ltd., New Delhi yr 2013.
3. A.C. Bradley: Shakespearean Tragedy, OUP yr 2015.
4. William Shakespeare: Macbeth, Macmillan, New Delhi yr 2015.
5. William Shakespeare: As You Like It, Macmillan, New Delhi yr 2014.
6. William Shakespeare: The Winter's Tale, Macmillan, New Delhi yr 2014.
7. William Shakespeare: Henry IV, Part I, Macmillan, New Delhi yr 2013.

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	NEW LITERATURES IN ENGLISH	5 hrs week
17BAELC52		Credits: 4

Objectives:

1. To introduce the students the Background culture & Society of Commonwealth.
2. To acquaint the students with the issues of countries that contributed to the growth of Common wealth Literature.
3. To expose the students with the trends, themes and techniques of eminent writers.

UNIT I

PROSE:

Nirad c.Chaudhri - The Eternal Silence of these infinite crowds
Chinua Achebe - The Novelist as a teacher

UNIT II

POETRY:

Peter Porter - Your Attention, Please
David Diop - Africa
Kirpal Singh - A visitor to Singapore
Maya Angelo -Touched by an Angel
Longston Hughes - I Too

UNIT III

DRAMA:

Wole Soyinka - The Lion and The Jewel

UNIT IV

FICTION:

Chinua Achebe - Things Fall Apart

UNIT V

FICTION:

Chettan Bhagat

- Three Mistakes Of My Life

BOOKS RECOMMENDED:

- 1) Ed. C.D .Narasimhaiah: An Anthology of Commonwealth Poetry; Macmillan, Chennai yr 2015.
- 2) Chinua Achebe: Things Fall Apart; Surjeet Publishers, Delhi yr 2014.
- 3) Chetan Bhagat :Three Mistakes of my life; Picador Publications, NewDelhi yr 2014.
- 4) Ed. R.K. Murthy: Ambition-An Anthology of Modern Commonwealth Prose, Commonwealth Publication, Chennai yr 2014.

B.A.(Eng.)-III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester V	AMERICAN LITERATURE	5 hrs week
17BAELC53		Credits: 4

Objectives:

1. To enable students to gain a perspective of the relative value of American literature in the context of English literature
2. To understand the uniqueness of the American writing.
3. To understand the contribution of American writers to the world literature.

Unit – I Prose

Emerson - Self Reliance

Unit II Poetry

Robert Frost - Stopping by woods on a snowy evening
Walt Whitman - When Lilacs Last in the DoorYard Bloom'd

Unit III Poetry

Sylvia Plath - Lady Lazarus
E.A. Poe - The Raven
Emily Dickinson - Because I could not stop for Death

Unit IV Drama

Tennessee Williams - A Street Car Named Desire
Eugene O' Neill - The Hairy Ape

Unit V Fiction

Alice Walker - The Colour Purple

Books Recommended:

1. N.S. Prathan, Modern American Drama, Arnold Heinemann: New Delhi yr 2014.
2. Ed. Egbert S. Oliver American Literature: An Anthology, (Vol I & II), Eurasia publishing House; New Delhi yr 2015.
3. Ed Richard Ellman The New Oxford Book of American Verse,. By, New York; Oxford University Press yr 2015.

B.A.(Eng.) - III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester V	ENGLISH FOR COMPETITIVE EXAMINATIONS	6 hrs week
17BAELE51		Credits: 5

Objectives:

1. To improve the skills of the students and to enable them to do well in the competitive examinations.
2. To acquaint the students with the knowledge of correct usage of grammar.
3. To improve the oral communication through exposing them to various situations.

Unit I

Basics of English, Errors and how to avoid them, Spotting errors

Unit II

Sentence Completion
Reconstructing Passages
How to Write a Precise?

Unit III

Reading comprehension, Composition, Letter Writing

Unit IV

Report Writing
Spellings
Vocabulary

Unit V

Some Notions, Conventional and Idiomatic Expressions
Phrasal Verbs

Spoken English

Books Recommended:

1. R.P. Bhatnagar and Rajul Bharhava :English for Competitive Examinations ; Macmillan, Delhi yr 2015 .
2. D. Turton Nigel: ABC of Common Grammatical Errors, Macmillan, Delhi yr 2014.
3. G. Radhakrishna Pillai: English for Success. (A Guide to ensure success in competitive examinations), Emerald Publishers, Chennai yr 2015.
4. Saraswathi.V. and K.Mudbhtkal Maya: English for Competitive Examination, Emerald Publishers, Chennai yr 2014.

B.A.(Eng.) III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester V	STUDYING NOVELS	6 hrs week
17BAELE52		Credits 5

Objectives:

1. To help students segment and classify different aspects of a Novel
2. To enable students to recognize themes and techniques.
3. To train them in writing critiques of novels

UNIT I

Authors

1. Jane Austen
2. Walter Scott
3. Thomas Hardy
4. Virginia Woolf
5. Charles Dickens

UNIT II

Characters

UNIT III

Setting

UNIT IV

Plot, Story and Themes.

UNIT V

Techniques- style

BOOK RECOMMENDED:

1. Richard Gill: Mastering English Literature; Macmillan, Delhi yr 2015.

B.A.(Eng.)- III	PART-IV - Skill Based	Max Marks 100 Int 25 Ext 75
Semester V	TEACHING OF ENGLISH	5 hrs week
17BAELS51		Credits 4

OBJECTIVES:

- 1) To improve the creativity of the students.
- 2) To enhance the critical views of students through appreciation of poetry.
- 3) To develop the writing skills.

UNIT I

Principles of Language Teaching

- 1) Aims of Teaching English
- 2) Principles of Language Learning and Teaching

UNIT II

Approaches to Teaching

- 1) **Different Approaches to Teaching**

UNIT III

Teaching Methodology

- 1) Teaching of prose and poetry,
- 2) Teaching of Fiction and Drama
- 3) Teaching of Grammar and composition

UNIT IV

Teaching Aids

- 1) **Instructional Aids**
- 2) **Study Aids**
- 3) **Computer assisted instructions**

UNIT V

Practice Teaching

- 1).**Classroom Teaching**

BOOKS RECOMMENDED:

2. V.R. Narayansamy; Strengthen Your Teaching, (3rd Edition) Orient Longman, Hyderabad yr 2015.
3. Dr. Krishnasamy and T. Sri Raman English for Creative Communication, Macmillan, Chennai yr 2014.

B.A.(Eng.)- III	PART- IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester V	JOB SEEKING SKILLS	2 hrs week
17BAELS52		Credits 2

Unit- I Life Skills

- i) Self Awareness
- ii) Self- Esteem
- iii) Attitude
- iv) Goal Setting

Unit II Communication Skills

- i) Listening Skills
- ii) Speaking Skills
- iii) Reading Skills
- iv) Writing Skills
- v) Effective Communication
- vi) Body Language

Unit III Professional Writing

- i) Scientific Papers
- ii) Articles
- iii) Conference Papers
- iv) Review

Unit IV Skills for Employability

- i) Telephone Conversation
- ii) Interview
- iii) Group Discussion
- iv) Resume Writing

Unit V Other Soft Skills

- i) Decision Making
- ii) Problem Solving
- iii) Time Management
- iv) Stress Management

BOOKS RECOMMENDED:

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	JOURNALISM AND MASS COMMUNICATION	5 hrs week
17BAELC61		Credits 4

OBJECTIVES:

1. To expose students to the growth and development of journalism.
2. To enable them to understand the process of communication and theories of mass communication, art of writing and editing
3. To acquaint the students with the art of writing and editing.

UNIT I

Communication Process – Methods of communication – Problems in communication – Theories of mass communication

UNIT II

Introduction – Definition – Nature and scope of journalism – A short history of journalism – Journalism and its types – Tabloid, Yellow, Investigative, House Journals – Magazine Genres.

UNIT III

Role of the press – Freedom of the press – Ethics in journalism – Press laws in India

UNIT IV

Print Media – Newspapers – News Collecting – News – Crimes – Sports – Human interest stories – Role of News Agencies-Radio and Television as mass media

UNIT V

Reporting and Editing – Different kinds of reporting in media – Tools & techniques of editing – Proof reading-Internet-Film Appreciation-Advertisements-Photo Journalism

BOOKS RECOMMENDED:

1. Keval J. Kumar, Mass Communication in India, Jaico Publishing House, Mumbai yr 2015.

2. N.C. Pant, Modern Journalism; Principles and Practice, Kanishka Publishers Distributers, New Delhi yr yr 2014.
3. Rangaswamy Parthasarathy: Basic Journalism, Macmillan, Delhi, Ahuja, B.N. & S.S.Chhabra, A Concise Course in Reporting for Newspaper, Magazine, Radio & T.V. Surjeet Publications, New Delhi yr 2015.
4. B.N. Ahuja, History of Indian Press, Surjeet Publications, New Delhi yr 2014.

B.A.(Eng) - III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	WOMEN WRITERS	6 hrs week
17BAELC62		Credits 4

OBJECTIVES:

1. To introduce students to the literary contribution by outstanding women writers.
2. To acquaint the students with the themes and techniques in women's writings.
3. To initiate discussion on important issues connected with women's writings.

UNIT I

Prose

Shirley Geok-Lin Lim	-	Why Do I Write?
Virginia Woolf	-	A Room of One's Own (Chapter 1)
Shashi Deshpande	-	Telling Our Own Stories

UNIT II

Poetry

Toru Dutt	-	Lotus
Sylvia Plath	-	Mirror
Judith Wright	-	Woman to Man
Sarojini Naidu	-	Palanquine Bearers
Gwendolyn Brooks	-	The Life of Lincoln West

UNIT III

Drama

Lorraine Hansberry	-	A Raisin in the Sun
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UNIT IV

Fiction

Jumpha Lahari	-	The Namesake
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UNIT V

Fiction

Bharathi Mukherjee	-	Jasmine
Alice Munro	-	Short Stories "The Photographer" (extract from Lives of Women and Girls)

Margaret Lawrence - "The Man from Mars"

BOOKS RECOMMENDED:

1. Ed. June Wedgwood Benn; The Woman's View, Routledge and Kegan Paul, London yr 2014.
2. P.M. Nayak, Feminism & Indian English Fiction, Prakash Book Depot, Bareilly yr 2015.
3. Lorraine Hansberry: A Raisin in the Sun, Vintage Books, New York yr 2014.
4. Ed. C.D. Narasimmaiah : An Anthology of Commonwealth Poetry, Macmillan, Chennai yr 2014.
5. Shashi Deshpande: That Long Silence, Penguin Press, New Delhi yr 2014.
6. Bharathi Mukherjee: Wife, Penguin Press, New Delhi yr 2015.

B.A.(Eng.)- III	PART-III - Core Subject	Max Marks 100 Int 25 Ext 75
Semester VI	WORLD CLASSICS AND LITERATURE IN	6 hrs week
17BAELC63	TRANSLATION	Credits 4

OBJECTIVES:

1. To familiarize students with the World Classics in English Translation.
2. To familiarize students with the contribution of Religion in English Translation.
3. To acquaint the students with the themes and techniques in Regional Literature.

UNIT I - Prose

Aristotle - Poetics (Chapter I - X)
Socrates

UNIT II – Poetry

Thiruvalluvar - Thirukkural (Wisdom 1-10)
The Bhagavad Gita - The Blessed Lord's Song (chapter-3, 4, 12)
The Bible - Sermon on the Mount (5,6,7)
The Kuran - Surah (Part-IV)

UNIT III - Drama

Gordon Daviot - Remember Caesar

UNIT IV - Short Stories

Lakshmi Kannan - Muniyakka
Ambai - Wrestling
Leo Tolstoy - God Sees the Truth but Waits

UNIT V – Fiction

Samuel Vedanayagam Pillai - Prathapa Mudaliar Charithram

BOOKS RECOMMENDED:

1. S.Kanagaraj and Samuel Kirubakar. The Anatomy of Translation.

- Bassnet, Susan Mcguire and Harish Trivedi yr 2014.
 2. Post – Colonial Translation; Theory and Practice. London:Routledge, yr 2015.
 3. Note: Student can choose poems, prose and short stories of their choice yr 2014 .
 4. Teacher concerned can show some models of translated works yr 2015.

B.A.(Eng.)- III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	TWENTIETH CENTURY LITERATURE	5 hrs week
17BAELE61		Credits 5

OBJECTIVES:

1. To introduce students to various Post – Modern Literatures.
2. To enable students to understand the current development in the post – colonial period.
3. To expose the students with the various themes of the African, Singaporean, Nigerian and Australian literature.

UNIT I:

Prose

T.S. Eliot - Function of Criticism

UNIT II:

Poetry

Robert Frost - Mending Wall
 W.B. Yeats - A Prayer for My Daughter
 Philip Larkin - Church going
 Ted Hughes - The Thought – Fox

UNIT III:

Drama

Henrik Ibsen - A Doll’s House
 George Bernard shaw -Candida

UNIT IV:

Short Stories

Guy de Maupassant - Useless Beauty
 Kushwant Singh - Mr. Kanjoos and the Great Miracle

UNIT V:

Fiction

Margaret Laurence - The Stone Angel

BOOKS RECOMMENDED:

1. Thomas, CT: Twentieth Century Verse, An Anglo – American Anthology, Macmillan; Chennai yr 2014.

2. Narasimhaiah, C.D: An Anthology of Common Wealth Poetry, Macmillan; Chennai yr 2014.
3. Ed.Dr. Satchidhanandham: Six English Poets, Macmillan, Madurai yr 2015.
4. Ashok Magadevan: Classic Short stories, Nectar Prints, Mumbai yr 2015.
5. Henrik Ibsen: A Doll's House, Kindle Pub.
6. George Bernard Shaw: Candida, Peacock Books Pub, yr 2015

B.A.(Eng.)- III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	FUNDAMENTALS OF	5 hrs week
17BAELE62	COMPARATIVE LITERATURE	Credits 5

OBJECTIVES:

1. To enable students to have an understanding of literatures of the world
2. To orient them towards understanding of different cultures.
3. To train them in the logic and principles of comparison.

UNIT I

Introduction to comparative Literature

UNIT II

Principles of comparative Literature

UNIT III

Oriental and occidental Literature – comparative study

UNIT IV

Aesthetics – Eastern and Western

UNIT V

Project – A Comparative study of a Short Story or a Poem Each from a Language of student's choice and English

BOOK RECOMMENDED:

1. Susan Bassnett: Comparative Literature ,A critical Introduction; Oxford Blackwell yr 2015.
2. Dr.Kanagaraj & Dr.Samuvelkirubbakar Oxford Blackwell yr 2014.
3. Kalaidhasan Oxford Blackwell yr 2013.

B.A.(Eng.)III	PART-III - Elective	Max Marks 100 Int 25 Ext 75
Semester VI	FILM APPRECIATION	5 hrs week
17BAELE63		Credits 5

OBJECTIVES:

1. To enable the students to attain proficiency in communication
2. To expose the students to various presentation skills
3. To familiarize them with the skills of listening and speaking

UNIT I

An Introduction about Film Appreciation

UNIT II

Reading the Visual and Visualizing the Text

UNIT III

Cinema and Aesthetics.

UNIT IV

Cinema: Religion and Politics.

UNIT V

A Classic Film Is a Critique of the Medium

BOOK RECOMMENDED:

1. T.M. Farhathullah: Film appreciation for Undergraduates, RBA Publications, Chennai.

B.A.(Eng.) - III	PART-IV - Skill based	Max Marks 100 Int 25 Ext 75
Semester VI	TRANSLATION: THEORY & PRATICE	2 hrs week
17BAELS61		Credits 2

OBJECTIVES:

1. To introduce the concept of translation to the students.
2. To expose them with the principles and problems of translation.
3. To help them acquire a working knowledge in that field.

UNIT I

Basic Principles of translation

UNIT II

Problem of equivalence

UNIT III

Problem of translating Poetry

UNIT IV

Problem of translating prose

UNIT V

Translation Practice- Translate 10 Set of Proverbs, Translate Words, Technical Words and Official terms

BOOK RECOMMENDED:

1. Susan Bassnett: Translation Studies Third Edition; Routlege, London yr 2015.
2. P.K. Kalyani: Translation Studies, Creative Books, NewDelhi. yr 2014.
3. Translatology – Dr.Kanagaraj yr 2015.

Syllabus for
Post Graduate Diploma in Counselling
Academic Year 2017-2018

PGDC	BASICS OF COUNSELLING	Max Marks 100
17PGDC01		3 hours

Objectives:

- 1.To provide students with a view of Counseling within a wider context.
- 2.To develop the students competence as Counselors with a wide range of clients.
- 3.To develop their ability to act in a professional counselor role.

Unit – I

Introduction – Definition, Meaning, Scope, Basic Principles and Theories. Counselling Process, Responses EISPU – Difference between advice and counselling

Unit – II

The Counselling Format – The Scheme of History Taking Procedure – Counselling Report - Types of Reports – Verbatim – Summary - Narrative – Genogram – Mental Status Examination – Case Presentation

Unit – III

Counselling Approaches – Directive - Non – Directive and Eclectic Counselling – counselling techniques – Counsellors Code of Ethics. Types of Counselling: Individual, Group, Family counselling

Unit – IV

Counselling stages – Ist phase – IInd Phase – IIIrd Phase -Skills practices / peer Counselling -Treatment techniques

Unit – V

Psychological Testing: Introduction and Application, Types, Methods – Subjective, Objective and Projective methods.

Transactional Analysis – Log model, Jerald Egan’s Model and rapport, Reading reaction report (RRR) – Co-Counselling, Assertiveness Training, Decision Making, CRAVE Analysis – Force field Analysis

Practicals - Psychological Testing (Any five): Intelligence test, Personality test, Attitude tests, Achievement tests, Aptitude tests, Self Esteem, Cognitive Functioning, Depression, Time Management, etc.

Reference

<https://study.com/academy/lesson/psychological-test-definition-types-examples.html>

. References:

1. PrachanthamDr. B.J., Indian case studies in Therapeutic Counselling, Vellore, Christian Counselling Centre
2. Antony John. D, OFM, Cap, Principles and Practice of Counselling, Anugraha Publications, Nochiodaipatti.
3. Antony John. D, OFM, Cap, Dynamics of Counselling, Microshell model, TA & NLP Technique, Anugraha Publications, Nochiodaipatti.
4. Indian Journal of Psychological Counselling – Association for Psychological Counselling - CCC Vellore
5. Philip Burnard (1999) , Counselling skills Training,(A Source book of Activities)

PGDC	BASICS IN PSYCHOTHERAPY AND BEHAVIOUR MODIFICATION	Max Marks 100
17PGDC02		3 hours

Objectives:

- ✓ To make the students to understand about the psycho therapies
- ✓ To enable the students to understand the importance behavior modification in the process of treatment.

Unit – I:

Human behaviour – basic concepts relating to a understanding of human behaviour. Psychotherapy- Definition, Objectives, Scope of psychotherapy and Distinguish counselling and psychotherapy.

Unit – II:

Basic psychoanalytical theories Homev. Sulllivan.Alder, Erikson Types of psychotherapy –Adlarin psychotherapy Analytical psychotherapy, Transactional analysis.

Unit – III:

Client centered therapy Rational emotive behaviour therapy, Gestalt therapy, Reality Therapies, Cognitive Behaviour Therapy.

Unit – IV:

Behaviour Learning Theories- Classical conditioning, Operant conditioning-social learning Theory-Behavioral analysis –Behavioral Modification techniques.

Unit –V:

Neuro Linguistic Programming, VKD, Swish, New Behavior Generator

References:

1. Antony John D (1997) - “Psychotherapies in counselling” Nochiodaipatty, Anugraha publications
2. Antony John D (2008) - “Principles and practices in counselling” Nochiodaipatty, Anugraha publications
3. Chrwanowski Gerald (1977) -“Interpersonal Approach to Psychoanalysis” New York Garner press Inc.
4. Teranee Wilson C. And O. Leary K. Daniel (1980)- “principles of Behaviour Therapy” New Jersey, pretice Hall Inc.
5. Vimala (1995) “Textbook of psychotherapy” New York sterling publishers Pvt. Ltd.

PGDC	INTRODUCTION TO MARITAL AND FAMILY COUNSELLING	Max Marks 100
17PGDC03		3 hours

Objectives:

- To help students understand the importance of Marital and Family Counseling.
- To provide knowledge on the meaning, methods, theories and principles of Marital and Family Counseling.
- To strengthen the skills required to practice as a Counselor in this field.

UNIT I

Family and marital counseling-Meaning, definition, need, objectives, process and principles and its Application.

UNIT II

Marriage – concept and importance of marriage, process involved in marriage, myths relating to marital life, changing patterns in marriage, nature of marital problems, role of sex in marriage – pre marital counseling and post -marital counseling , Process in Marital Counseling and role of marital counselor.

UNIT III

Family: concept and functions, Family types, Family as a system, the family life-cycle, family communication, understanding the dysfunctional family System, Life cycle tasks of the functional and Dysfunctional Family system, Family myths, process in family counseling, role of family counselor.

UNIT IV

Theoretical orientation on family counseling- Family Systems Counselling of Murray Bowen - Structural Family Counseling –Cognitive Behavior Family Counseling – psychoanalytic family counselling conjoint family counselling.

UNIT V

Treatment Modalities – Family Sculpting – Family Reconstruction – Multiple family therapy – Narrative Therapy with families and family psycho education and psycho drama.

References:

1. Barki B C & Mukhopadhyay (2000) Guidance and Counselling – A Manual, Delhi, Sterling Publications
2. John, Antony (2006) Family Counselling, Nochiodaipatti, Anugraha Publications.
3. John, Antony (2005) Self Psychology Counselling, , Anugraha Publications, Nochiodaipatti.
4. Aylmer, R.C. (1986) Bowen Family Systems Marital Therapy in Jacobson, N.S.- (Eds.) Clinical Hand Book of Marital Therapy. New York: The Guildford Press.
5. Mignon Marrie (1993) Family Life Education, Value Education, Bangalore, CREST.
6. Prasantham B, J (1990) Therapeutic Counselling, Vellore, Christian Counselling Centre

PGDC	COUNSELLING IN DIFFERENT SETTINGS	Max Marks 100
17PGDC04		3 hours

Objectives:

- To enable the students to understand the scope and importance of counselling in different settings.
- To facilitate the trainees in identifying the suitable techniques of counselling applicable to different fields
- To Strengthen the skills required to practice as a counselor in different settings

UNIT : I

Counseling in Health Settings: Scope and need for counseling in medical settings. Concept of patient as a person- sick role- illness behaviour - Types of diseases (Communicable- Non communicable). Mental Illness- Psychoses ad Neuroses. Psychiatric emergencies-suicidal counseling-counselling the terminally ill patients – accidents-grief counselling. Consequences of hospitalization, role of family in treatment process.

UNIT:II

Drug Abuse Counselling: Definition – Alcohol- Drugs- Different types - Drug abuse–Effects on alcohol and drugs. Addiction – Stages – Michigan Alcoholism Screening Test – Denial - Concept and meaning. Management of addiction – De-addiction- withdrawal symptoms- Prevention process- psycho- Social Management-Recovery Process-Role of family and community in rehabilitation process. Relapse - Mechanism - Relapse –Prevention – Social Support systems-AA- Al Anon – Al Ateen- Community support – Rehabilitation process- Laws related to addiction – Role of different agencies

UNIT: III

Counseling in Industrial Settings: Define- Industrial Counselling- Industrial Needs Vs Organizational needs – Different problems in Industrial Settings - Absenteeism – Alcoholism – Accidents- Burnout. Performance appraisal -Employability skills – Role of information technologies- Impact of – Modern Gadgets (technology). Need for Counselling in Industrial setting – Family Counselling – Pre- Retirement Counselling – Motivation. Role of CSR – Merits and Demerits.

UNIT: IV

Counselling in Educational settings: Define – Educational counselling- Educational status in current Scenario – General characteristics of physical, psychological and social development –Developmental stages (Conception – Adolescent Period). Developmental crisis – Deviant behaviours – problem among children – Learning disability – Truancy – Infatuation – addiction – Suicidal ideation. Role of teachers – parents – peer groups – community – extracurricular activities – Co-counselling. Strategies to handle students – Teachers, Faculty Development Programmes – Career Guidance- Meditation – Yoga- How To Handle Modern Gadgets(Modern Technology)

Unit: V

Counselling in Legal Settings and Correctional Settings:

Legal Setting: Family court – Lok adalat –Legal aid centers, Special Courts.

Correctional setting: Reception unit, Observation home, conviction centre, Hostel school and prison for men and women.

References:

1. Dorroh, Thelma lee (1974), Between Patient and health worker, Megraw hill, Newyork.
2. Banker. L.M.(1969) – A hand book of Mid wifery for Nurses in India
3. Aggarwal I.C. 8th ed (1985), Educational Vocational Guidance and Counselling, DOABA, House
4. Shashi Prabha sharma Kambhar, Carrer guidance and counselling Principles and Techniques, problem disabilities – New Delhi
5. Meerut Kochchar.S.K. (2006) “Education & Vocational Guidance in Secondary Schools” New Delhi, Sterling publishers