

**THIRUVALLUVAR UNIVERSITY**  
**BACHELOR OF ARTS**  
**B.COM. (COMPUTER APPLICATION)**  
**DEGREE COURSE**  
**CBCS PATTERN**  
(With effect from 2020 - 2021)

**The Course of Study and the Scheme of Examinations**

S.NO.	Part	Study Components		Ins. hrs /week	Credit	Title of the Paper	Maximum Marks		
		Course Title					CIA	Uni. Exam	Total
<b>SEMESTER I</b>									
1	I	Language	Paper-1	6	4	Tamil/Other Languages	25	75	100
2	II	English (CE)	Paper-1	6	4	<b>Communicative English I</b>	25	75	100
3	III	Core Theory	Paper-1	5	3	Financial Accounting – I	25	75	100
4	III	Core Theory	Paper-2	5	3	Business Applications & Accounting Software	25	75	100
5	III	ALLIED -1	Paper-1	6	3	<b>(To choose one out of 3)</b> 1. Indian Economy – I 2. Business Statistics – I 3. Consumer Protection and Consumer Rights	25	75	100
6	III	PE	Paper-1	6	3	<b>Professional English I</b>	25	75	100
7	IV	Environmental Studies		2	2	Environmental Studies	25	75	100
				<b>36</b>	<b>22</b>		<b>175</b>	<b>525</b>	<b>700</b>
<b>SEMESTER II</b>									
8	I	Language	Paper-2	6	4	Tamil/Other Languages	25	75	100
9	II	English (CE)	Paper-2	4	4	<b>Communicative English I</b>	25	75	100
10	III	Core Theory	Paper-3	5	3	Financial Accounting – II	25	75	100
11	III	Core Theory	Paper-4	5	3	Software & Tally Lab	25	75	100
12	III	ALLIED-1	Paper-2	6	5	<b>(To choose one out of 3)</b> 1. Indian Economy – II 2. Logistic Management 3. Business Statistics – II	25	75	100
13	III	PE	Paper-2	6	3	<b>Professional English II</b>	25	75	100
14	IV	Value Education		2	2	Value Education	25	75	100
15	IV	Soft Skill		2	1	Soft Skill	25	75	100
				<b>36</b>	<b>25</b>		<b>200</b>	<b>600</b>	<b>800</b>

**THRUVALLUVAR UNIVERSITY**  
**B.COM (COMPUTER APPLICATION)**  
**SYLLABUS**  
**UNDER CBCS**  
**(With effect from 2020-2021)**  
**SEMESTER I**  
**CORE PAPER - 1**  
**FINANCIAL ACCOUNTING – I**

**Objective:**

To gain knowledge of accounting in general and to understand the system of Financial Accounting.

**Unit - I: Introduction**

Meaning of accounting – objectives of accounting – advantages and limitations of accounting- Accounting concepts and conventions - Methods of accounting - Rules of debit and credit- Journal - Ledger accounts– Trial Balance - Errors and their rectification - Rectification of Errors without suspense a/c - Rectification errors with suspense a/c (effect of rectification on profit and rectification during subsequent accounting year are excluded) - Bank Reconciliation Statement.

**Unit - II: Depreciation, Provisions and Reserve**

Meaning of depreciation – causes for depreciation – need for charging depreciation – Methods of calculating depreciation: straight line method and written down value method (change in method of depreciation is excluded) – Methods of recording depreciation: by charging depreciation to assets account or by creating provision for depreciation account.

**Unit - III: Bills of exchange**

Meaning of bill of exchange - features and advantages of bill of exchange- types of bill of exchange: Trade bills and accommodation bills - Accounting treatment of trade bills (accommodation bills are excluded).

**Unit - IV: Final accounts**

Meaning of final accounts – adjustments in preparation of final accounts – preparation of trading, profit & loss account and balance sheet of sole proprietorship concern.

**Unit V: Accounts from incomplete records**

Meaning of single entry system – features and limitations of single entry system – Distinction between single entry system and double entry system - Methods of calculation of profit: Statement of affairs method and Conversion method – Distinction between statement of affairs and balance sheet.

**Note:** Questions in section A, B and C shall be in the proportion of 20: 80 between theory and problems

**Text books**

1. Jain & Narang, Financial Accounting, Kalyani Publishers, New Delhi.
2. T.S. Reddy & Dr. A. Murthy, Financial Accounting, Margham Publications, Chennai.

**Reference books**

1. Gupta, R.L. & Gupta, V.K., Advanced Accounting, Sulthan Chand & Sons, New Delhi.
2. Shukla & Grewal, Advanced Accounting, S. Chand & Co. New Delhi.
3. Parthasarathy, S. & Jaffarulla, A. Financial Accounting, Kalyani Publishers, New Delhi.
4. Murugadoss, Jaya, Charulatha and Baskar, Financial Accounting, Vijay Nicholes Imprint Pvt. Ltd., Chennai.

## **CORE PAPER - 2**

### **Business Application & Accounting Software**

#### **UNIT – I Word and Excel**

MS Word: Creating and Editing Documents –Menus, Commands, Toolbars and Icons—Formatting document – Creating Tables – Mail Merger.

MS Excel: Spreadsheet Overview – Menus, Toolbars, Icons-Creating worksheets – Editing and Formatting – excel Formulas and Functions – Creating a Chart Data Forms, Sort, and Filter.

#### **UNIT – II PowerPoint and Access**

MS Power Point – Introduction – Menus – Toolbars – Text and Formats – Animation, Art and Sound – Making the presentation template.

MS Access: Database overview – Creating a database – Modifying table and Creating Form – Query – Creating reports – Mailing Labels.

#### **UNIT-III Tally introduction**

Introduction to Tally – Company Creation – Alter – Display – Accounts info – Ledger Creation – Voucher Creation – Bank Reconciliation Statement – Bill wise Details – Cost Centre and Cost Category – Multi Currency – Interest calculation – Budgets and Credit Limits – Day Book.

#### **UNIT-IV Inventory**

Inventory info – Stock Group – Stock Category – Stock Item – Unit of Measures – Godowns – Inventory vouchers – Re-order level and status – Batch-wise Details – Bill of Material.

#### **UNIT-V Taxation**

Statutory and Taxation – Value Added Tax (VAT) – Tax Deducted at Source (TDS) – Tax Collected at Source (TCS) – Service Tax – Security Control and Tally audit – Export and Import – Backup and Restore – Open Database Connectivity.

#### **Text Books:**

#### **TEXT**

#### **BOOKS:**

1. MS Office 2000 for Every One - Vikas Publishing House Pvt. Ltd., Sanjay Saxena.
2. MS Office 2000 Professional Fast & Easy – June Slton, BPB publications.
3. Guide to MS Office 2000 PH. - I Loura Acklen.
4. The ABC & MS Office Professional Edition - Guy Hart-Davis.
5. Tally 9.0 – A complete Reference – Tally Solutions (P) Limited.

**ALLIED – 1**  
**(To choose any 1 out of the given 3)**  
**PAPER –1**  
**1. INDIAN ECONOMY - I**

**Course Objectives:**

1. The salient objective of this paper is to introduce the students to understand the main concepts of the Indian Economy.
2. The concepts which help to the students to assess gain knowledge on various Economic Policies of the Government and also students should know that India is a fifth largest economy.
3. The students become aware of the Agriculture and Agriculture Labour.
4. The students become aware of the various challenges of the Indian economy.
5. Students are able to analyse current economic scenario in India.
6. To impart knowledge about the functioning of industries.

**UNIT: I Introduction**

Features of developing Economies - Economic and Non-Economic factors impeding Economic development - Concept of growth and development.

**UNIT: II Human Development, Poverty and Unemployment.**

Human development – Components of human development – HD Index – Population Growth – Measures to control population - Recent Population Policy – Poverty Alleviation Programmes – Unemployment – Types – Causes and Effects.

**UNIT: III Agriculture**

Indian Agriculture – Contribution to Economic Development – Agricultural Productivity – Land Reforms – Green Revolution II.

**UNIT: IV Agricultural labour**

Agricultural labour – Definition – Features - Problems – Remedies - Agricultural Credit - Grameen Bank.

**UNIT: V Industry**

Meaning and Definition of Industry – Role of Industries – Industrial Policy of 1991 and recent changes – Role of Small Scale Industry in economic development – Large Scale Industry in India – Industrial Development Under Five Year Plans.

**Text Books**

**Unit- I :** Indian Economy Sankaran.S Margham Publications 7<sup>th</sup> edition 2014

**Unit-II:** Indian Economy Ruddar Dutt & Sundaram KPN Sulan Chand Publishing 7<sup>th</sup> edition 2016

**Unit-III:** Indian Economy Sankaran.S Margham Publications 7<sup>th</sup> edition 2014

**Unit-IV:** Indian Economy Sankaran.S Margham Publications 7<sup>th</sup> edition 2014

**Unit- V: Indian Economy Sankaran.S Margham Publications 7<sup>th</sup> edition 2014**

**Reference Books:**

1. Ruddar Dutt & Sundaram KPN Indian Economy S Chand Publishing 7<sup>th</sup> edition 2016
2. Sankaran .S. Indian Economy Margham Publications 7<sup>th</sup> 2014
3. Dhingra I.C. Indian Economy Manakin Press Sultan Chand & Sons 28<sup>th</sup> edition.
4. Puri V.K & Misra S.K Indian Economy Himalaya Publishing House 35<sup>th</sup> 2017
5. Agarwal A.N Indian Economy New Age 41<sup>st</sup> 2016
6. KK Dewett JD Varma & M Sharma Indian Economy S Chand & Company Pvt Ltd 1<sup>st</sup> 2016
7. Jhingan M.L Economics of Development & Planning Vrinda Publication 41<sup>st</sup> 2016

**E- Materials**

1. [www.studyhaba.com/indian-economy-study-material-pdf](http://www.studyhaba.com/indian-economy-study-material-pdf)
2. [www.examrace.com/IEcoS/IEcoS-Study-Material](http://www.examrace.com/IEcoS/IEcoS-Study-Material)
3. [www.winmeen.com/tnpsc-indian-economy-study-materials](http://www.winmeen.com/tnpsc-indian-economy-study-materials)
4. [www.jagranjosh.com/articles/ias-prelims-2015-gs...](http://www.jagranjosh.com/articles/ias-prelims-2015-gs...)
5. [www.governmentexams.co.in/tnpsc-indian-economy-notes](http://www.governmentexams.co.in/tnpsc-indian-economy-notes)
6. [www.clearias.com/ias-study-materials](http://www.clearias.com/ias-study-materials)
7. [www.tnpscshouters.com/2019/02/tnpsc-indian...](http://www.tnpscshouters.com/2019/02/tnpsc-indian...)
8. [www.hirensir.com/indian-economy-in-gujarati-pdf](http://www.hirensir.com/indian-economy-in-gujarati-pdf)

**Course Out Comes**

1. After studied unit-1, the student will be able to understand the various indicators of economic development.
2. After studied unit-2, the student will be able to understand the importance, causes and impact of population growth.
3. After studied unit-3, the student will be able to gain knowledge about the role of agriculture in economic development.
4. After studied unit-4, the student will be able to gain knowledge about the role of agriculture labour problems and remedies .
5. After studied unit-5, the student will be able to understand the industrial development during plan periods.

## **ALLIED - 1**

### **PAPER - 1**

## **2. BUSINESS STATISTICS – I**

### **Objective**

To understand and apply statistical tools in business.

### **UNIT-I**

Statistics - Definitions - Scope and Limitations - Collection of Data - Primary and Secondary Data - Questionnaire - Classification and Tabulation - Diagrammatic and graphical representation of data.

### **UNIT-II**

Measures of Central tendency - Mean - Median - Mode - Harmonic Mean and Geometric Mean,

### **UNIT-III**

Measures of Dispersion - Range - Quartile deviation - Mean Deviation - Standard Deviation - Coefficient of Variation - Lorenz Curve.

### **UNIT-IV**

Measures of Skewness - Karl Pearson's and Bowley's Coefficient of Skewness - Kurtosis - Characteristics of Kurtosis - Measures - Calculation.

### **UNIT-V**

Statistical Quality Control - Control Charts - X, P, C, R - Charts - Acceptance sampling only.

**(Weightage of Marks = Problems - 80%, Theory - 20%)**

### **Text Books:**

1. Dr. S.P. Gupta, Business Statistics & Operation Research - Sultan Chand.
2. PA. Navanitham, Business Statistics & Operation Research, Jai Publications, Trichy.
3. S.P. Rajagopalan & R. Sattanathan, Business Statistics & Operation Research 3<sup>rd</sup> Edition, Vijay Nicole Publications, Chennai.

### **Reference Books:**

1. Dr. S.P. Gupta, Statistical Methods - Sultan Chand.
2. R.S.N. Pillai & Bhagavathi, Statistics.
3. J.K. Sharma, Business Statistics - Pearson Education.
4. B. Agarwal, Basic Statistics - Wiley Eastern.

## **ALLIED - 1**

### **PAPER - 1**

#### **3. CONSUMER PROTECTION AND CONSUMER RIGHTS**

##### **Objective:**

To make students to acquire basic knowledge of consumer laws, consumer rights and consumer welfare and protection.

##### **Unit - I**

Introduction of Consumer Protection Act 1986 – Objectives - Consumer Protection Act 2006 (Amendments) – Salient features.

##### **Unit - II**

Definitions of the term: - Consumer – Types of Consumer Appropriate authority – Complainant – Consumer dispute – Restrictive Trade Practice.

##### **Unit - III**

The various Consumer Rights: - Right to Safety, Right to Information, Right to Choose, Right to be heard – Right against exploitation – Right to Consumer Education.

##### **Unit - IV**

Consumer Production Council: - Composition and Powers of National Commission, State Commission and District Consumer Forum.

##### **Unit - V**

Redressal of consumer grievances-Goods & Services covered under Consumer Protection Act-Procedure for filing of complaints with District Forum, State Commission , National Commission.

##### **Books for reference**

1. Lecture on Torts and Consumer Protection Laws by Dr. Rega Surya Rao – Asia Law House, Hyderabad.
2. Consumer Protection Laws – By Prof. RakeshKhanna – Central – Law Agency.
3. Consumer Protection (Amendment) Act, 2002. S. Chand & Sons.2012.



**SEMESTER – II**  
**CORE PAPER - 3**  
**FINANCIAL ACCOUNTING – II**

**Objective:**

To gain a knowledge of accounting in general and to understand the system of Financial Accounting.

**Unit - I: Branch accounts**

Meaning – objects of branch accounts – accounting in respect of dependent branches: debtors system; stock and debtors system; wholesale branch system and final accounts system - Independent branches – incorporation of branch trial balance in head office books.

**Unit - II: Departmental Accounting**

Meaning of departments and departmental accounting – Distinction between departments and branches- need for departmental accounting – advantages of departmental accounting - Apportionment of indirect expenses – Inter departmental transfers at cost and selling price - preparation of departmental trading, profit & loss account and balance sheet.

**Unit - III: Hire purchase and Instalment purchase systems**

Meaning and features of hire purchase system - calculation of interest – books of hire purchaser and books of hire vendor - default and repossession (Hire purchase trading account excluded)

Meaning of instalment system -distinction between hire purchase system and instalment system - calculation of interest – books of buyer and books of seller.

**Unit - IV: Partnership accounts (fundamentals and reconstitution of partnership)**

Meaning and features of partnership – Partnership deed - calculation of Interest on capital and interest on drawings – preparation of profit & loss appropriation account – preparation of capital accounts (fixed and fluctuating) – admission of a partner – retirement of a partner – death of a partner – treatment of goodwill as per AS 10.

**Unit - V: Partnership Accounts (Dissolution of partnership firms)**

Dissolution of a firm – insolvency of a partner (Garner Vs Murray rule) – Insolvency of all the partners – Piecemeal distribution: proportionate capital method and maximum loss method.

**Note:** Questions in section A, B and C shall be in the proportion of 20: 80 between theory and problems.

**Text books**

1. Jain & Narang, Financial accounting, Kalyani publishers, New Delhi.
2. T.S. Reddy & Dr. A.Murthy, Financial accounting, Margham publications, Chennai.

**Reference books**

1. Gupta, R.L & Gupta, V.K, Advanced Accounting, Sultan Chand & Sons, New Delhi.
2. Shukla & Grewal, Advanced Accounting, S.Chand & Co.New Delhi.
3. Parthasarathy, S.& Jaffarulla, A.Financial Accounting, Kalyani Publishers, New Delhi.
4. Murugadoss, Jaya, Charulatha and Baskar, Financial Accounting, Vijay Nicholes Imprint Pvt. Ltd., Chennai.

**CORE PAPER - 4**  
**SOFTWARE & TALLY LAB**

**MS.WORD:**

1. a. Starting MS-WORD, Creating, Saving, Printing (with options), Closing and Exiting.
1. b. Study of Word – Menu / toolbars.
2. a. Create a document, save it and edit the document as follows:
  - i) Find and Replace options.
  - ii) Cut, Copy, Paste options.
  - iii) Undo and Redo options.
2. b. Format the document:
  - i) Using Bold, Underline and Italic.
  - ii) Change Character size using the font dialog box.
  - iii) Formatting paragraph: Center, Left aligns & Right align
  - iv) Changing paragraph and line spacing, Using Bullets and Numbering in Paragraphs.
  - v) Creating Hanging Paragraphs.
3. Using tap settings enhancing the documents (Header, Footer, Page Setup, Border, Opening & Closing Toolbars, Print Preview).
4. Creating Tables in a document, Selecting Rows & Column sort the record by using tables format painter and Auto Format.
5. Drawing flow chart using (creating main document, data source, inserting merge fields and viewing merge data, viewing and printing merged letter, using mail merge to print envelope creating mailing labels).

**MS-EXCEL**

1. a. Create a worksheet, moving/ copying/ inserting/ deleting rows and columns (usage of cut, paste, commands, copying a single cell, copying a range of data, filling up a cell. Undo command, inserting a row, column, deleting rows and columns).
1. b. Formatting work sheets.
  1. Bold style.
  2. Italic style.
  3. Font size changing.
  4. Formatting numbers (Auto fill, Selection Command, Currency format, Currency)
  5. Specifying percentage (%) Scientific notations.
  6. Drawing border around cells.
  7. Printing a work sheet (Print preview, Margin Setting, Header, Footer).
2. a. Database Concept: database, record field and field name – creating and sorting a data base and maintaining a database (data form).
2. b. Using auto filter, advanced filter
2. c. Creating subtotals and grand totals - using database functions.

3. Creating charts
  - i) Using chart wizard (five steps)
  - ii) Changing the chart type (Pie, Bar, Line)
  - iii) Inserting titles for the axes X. Y
  - iv) Changing colors.
  - v) Printing charts.
  
4. a. Using date, time, maths functions:
  - i) entering current data.
  - ii) Using date arithmetic (adding and subtracting dates)
  - iii) Date functions (day, month, second)
  
- b. Math Functions
  - i) SUM, COUNT, AVERAGE
  - ii) MAX, MIN
  - iii) STDEV, VAR
  - iv) ABS, EXP, INT
  - v) LOG 10 AND LOG
  - vi) MOD, ROUND, SORT
  - vii) Using auto sum
  
- c. Logical and Financial Functions
  - i) Logical (IF / AND / OR / NOT)
  - ii) Financial (PMT, FV, NPER, RATE)
5. i) Creating and running a macro.
  - ii) Assigning button to a defined macro.
  - iii) Editing a macro.

### **MS-POWER POINT:**

1. Creating a presentation using auto content wizard.
2. Different views in power point presentation.
3. Setting animation effects / grouping / ungrouping / cropping power / point objects.
4. Printing a presentation / Importing – Exporting files
5. Creating an organisation chart in Power Point.

### **TALLY:**

#### **1. Company Information**

- a. Company creation
- b. Select Company
- c. Shut Company
- d. Alter Company
- e. Split Company Data
- f. Backup and Restore

## **2. Gateway of Tally**

- a. Accounts info
  - i) Groups
  - ii) Ledgers
  - iii) Voucher Types
  
- b. Inventory info
  - i) Stock Group
  - ii) Stock Category
  - iii) Stock item
  - iv) Unit of Measures
  - v) Godown
- c. Accounting Vouchers
- d. Inventory Vouchers

## **3. Statutory and Taxation**

- a. Value Added Tax (VAT)
- b. Tax Deducted at Source (TDS)
- c. Tax Collected at Source (TCS)
- d. Service Tax

## **4. Display**

- a. Trial Balance
- b. Day Book
- c. Accounts Book
- d. Statement of Accounts
- e. Inventory Books
- f. Statement of Inventory
- g. Statutory Info
- h. Statutory Reports
- i. Cash flow and Fund flow

**ALLIED – 1**  
**(To choose any 1 out of the given 3)**  
**PAPER –2**

**1. INDIAN ECONOMY - II**

**Course Objectives:**

1. To acquire sufficient knowledge about India's Economic Development and fundamental Concept about National Income in India.
2. The knowledge acquired through this paper will help the students to know the current changes towards economic development.
3. To equip the students to enhance their knowledge about the economic progress and problems of our country.
4. To impart the knowhow of planning and its methodologies.
5. To understand the importance of logistics and movement of people through various transport system.
6. To bring awareness on Information Technology and its impact on Economic Development.

**UNIT: I National Income**

National Income – Definitions – Concepts – Methods of measuring National Income – Difficulties in the Measurement of National Income – Trends in National Income Growth and Structure – Limitations of National Income estimation in India.

**UNIT: II Planning**

Planning in India – Objectives – Importance – Evaluation of Economic Planning – Strategy of India's development Plan's – Regional Planning in India – Assessment of Indian Planning – Establishment of NITI Aayog and its functions.

**UNIT: III Economic Reforms and Liberalisation**

Economic Reforms since 1990's – Appraisal of Economic Reforms – Liberalization: Meaning – Advantages and Disadvantages – Privatization: Meaning and Scope – Globalization – its impact on Indian Economy – Merits and Demerits of Globalization.

**UNIT: IV Transport System in India**

Transport – Importance of Transport (Roadway, Railways, Shipping and Civil Aviations) to Economic Development – Evaluation of Government in Policy in relation to privatisation policy - Transport Coordination.

**UNIT: V Information Technology**

Role of Technology - Information Technology BPO in India - their impact on Economic Development – Cyber Crime.

**Text Books**

**Unit-I:** Sankaran.S Indian Economy Margham Publications 7<sup>th</sup> edition 2014

**Unit-II:** Ruddar Dutt & Sundaram Indian Economy KPN Sulan Chand Publishing 7<sup>th</sup> edition 2016

**Unit-III:** Sankaran.S Indian Economy Margham Publications 7<sup>th</sup> edition 2014

**Unit-IV:** Sankaran.S Indian Economy Margham Publications 7<sup>th</sup> edition 2014

**Unit-V:** Sankaran.S Indian Economy Margham Publications 7<sup>th</sup> edition 2014

**Reference Books:**

S.No	Title	Author	Publisher	Edition	Year
1.	Indian Economy	RuddarDutt & Sundaram KPM	S.Chand Publishing	7 <sup>TH</sup>	2016
2.	Indian Economy	Sankaran S	Margham Publications	7 <sup>th</sup>	2014
3.	Indian Economy	Dhingra I.C	Manakin Press	21 <sup>ST</sup>	2013
4.	Indian Economy	Misra S.K & Puri V.K	Himalaya Publishing House	35 <sup>TH</sup>	2017
5.	Indian Economy	Sanjiv Verma	Unique Publishers	8 <sup>th</sup>	2019
6.	Indian Economy	Agarwal A.N	New Age	41 <sup>ST</sup>	2016
7.	Economics of Development & Planning	Jhingan M.L	Vrinda Publication	41 <sup>ST</sup>	2016

**E- Materials**

1. [www.studydhaba.com/indian-economy-study-material-pdf](http://www.studydhaba.com/indian-economy-study-material-pdf)
2. [www.examrace.com/IEcoS/IEcoS-Study-Material](http://www.examrace.com/IEcoS/IEcoS-Study-Material)
3. [www.winmeen.com/tnpsc-indian-economy-study-materials](http://www.winmeen.com/tnpsc-indian-economy-study-materials)
4. [www.jagranjosh.com/articles/ias-prelims-2015-gs...](http://www.jagranjosh.com/articles/ias-prelims-2015-gs...)
5. [www.examrace.com/NTA-UGC-NET/NTA-UGC-NET-Study...](http://www.examrace.com/NTA-UGC-NET/NTA-UGC-NET-Study...)
6. [www.governmentexams.co.in/tnpsc-indian-economy-notes](http://www.governmentexams.co.in/tnpsc-indian-economy-notes)
7. [www.tnpscshouters.com/2019/02/tnpsc-indian...](http://www.tnpscshouters.com/2019/02/tnpsc-indian...)

**Course Out Comes**

1. After studied unit-1, the student will be able to understand the formation of National Income.
2. After studied unit-2, the student will be able to acquire knowledge about the planning in India.
3. After studied unit-3, the student will be able to clarify the economic reforms and LPG policy.
4. After studied unit-4, the student will be able to understand the transport system and policy in India.
5. After studied unit-5, the student will be able to understand the information technology in India.

## **ALLIED - 2**

### **PAPER - 2**

## **2. LOGISTIC MANAGEMENT**

### **Objective:**

To understand the comprehensive nature of Logistics Management.

### **UNIT-I**

Logistics - definition - scope - functions - objectives of Logistics Management - customer service and logistics.

### **UNIT-II**

Supply Chain - components - role of logistics in supply chain - Warehousing - functions - types - warehouse layout - material handling and logistics - Inventory Management.

### **UNIT-III**

Transportation - infrastructure - freight management - transportation network - route planning - containerization.

### **UNIT-IV**

Logistical packaging - logistics information needs - logistics design for distribution channels - logistics outsourcing.

### **UNIT-V**

Government policies and regulations - Motor Vehicles Act, carriage by air, sea, multi-modal transportation etc., Documentation - Airway Bill, Railway Receipt, Lorry Receipt, Bill of Lading etc.

### **Text Books:**

1. Ronal H. Ballou, Business Logistics / Supply Chain Management, Pearson Education, Prentice Hall, New Delhi - 2001.

### **Reference Books:**

1. Vinod V. Sople, Logistics Management, Pearson Education (Singapore) P. Ltd.,
2. Satis C. Ailawadi, Rakesh Singh, Logistics Management, Prentice Hall of India, New Delhi - 110 001.
3. Sunil Chopra & Peter Meindi, Supply Chain Management / Strategy, Planning and Operation - Pearson Education Asia, New Delhi.
4. B. S. Sahay, Supply Chain Management for Global Competitiveness, Macmillan India Ltd., Delhi.



**ALLIED - 2**

**PAPER - 2**

**3. BUSINESS STATISTICS – II**

**Objective**

To understand and apply statistical tools in Business.

**UNIT-I**

Correlation - Definition - Karl Pearson's Coefficient of Correlation - Rank Correlation.

**UNIT-II**

Regression Equations – Properties of Regression Lines and Coefficients – Standard Error of Estimate.

**UNIT-III**

Index Number - Definition - Uses - Unweighted Index Number - Simple Aggregate Price Index, Simple Average of Price Relatives Index - Weighted Index - Laspeyre's Paasche, Dorbish Bowley's - Marshall Edgeworth, Fisher Ideal Index - Time and Factor Reversal Test - Cost of Living Index.

**UNIT-IV**

Time Series - Definition and Uses - Components - Semi Average, Moving Average - Method of Least Square - Seasonal Variation - Simple Average Method.

**UNIT-V**

Probability - Addition and Multiplication Theorem - Permutation and Combination - Baye's Theorem.

**(Weightage of Marks = Problems - 80%, Theory - 20%)**

**Text Books:**

1. Dr. S.P. Gupta, Business Statistics & Operation Research - Sultan Chand.
2. PA. Navanitham, Business Statistics & Operation Research, Jai Publications, Trichy.
3. S.P. Rajagopalan& R. Sattanathan, Business Statistics & Operation Research 3<sup>rd</sup> Edition, Vijay Nicole Publications, Chennai.

**Reference Books:**

1. Dr. S.P. Gupta, Statistical Methods - Sultan Chand.
2. R.S.N. Pillai&Bhagavathi, Statistics.
3. J.K. Sharma, Business Statistics - Pearson Education.
4. B. Agarwal, Basic Statistics - Wiley Eastern.