

j kpha;Tj ;J i w> Nj rpa;f;fy;Y}up (j ddhl rj)> j pUrrp;hgg;ss; - 1.

Kj w; gUtk;

j hs; nkhogghl k; - 1 nraAs; (, f;fhyk)> ci uei l> rWfi j > , yf;f;pa;tu;yhW

U16T1

fwgpf;Fk; fhyk; 6 kz p

j ugG;ss;pf; 3

myF 1: ghuj ;pahu; - gukng;hUs; thoj ;J
ghuj ;j hrd; - eb;f;Ns nrhy;Yq;fs;
ft;kz p - Nfht;py; tog;hL
gl ;L;f;N;f;hl ;j l ahu; - xz z hap;U;f;f;Z k; mz z hrrp
ehk;f;fy;yu; - Rj ej ;uk; ahJ?

myF 2: fz z j hrd; - Ntz ;Lk; Ntz ;Lk;
thyp - Gddi f kddd;
i tuK;j ;J - ghuj ;p epi d;f;f;gg;L;f;whd;
K.Nkj;j h - RtUk; ge;J k;
mg;J;y; uFkhd; - j twhd vz ;

myF 3: ci uei l:

1. guk;gi u;f;Fz k; - c .Nt.rh
2. fy;tp - ahogghz k; ng;hd;d;kg;yg;gs;i s
3. , yf;f;pa;Kk; r%f;Kk; - v] ;i tahG;ug;gs;i s
4. fi yAk; fwi dAk; - uh.g;Nr;J;gg;gs;i s
5. Fws; fhl ;Lk; newp - f;M.ng.t;R;teh; k;
6. , awi ff; fhl r;f;s; - f;th.[feeh; d;
7. rka , yf;f;pa;q;f;s;py; mwnewp - Fdwf;Fb mbfshu;

myF 4: rWfi j:

1. j ei j Ak; kFDk; - fy;fp
2. fl TS k; fej rhk;gg;gs;i sAk; - GJ i kg;gj ;j d;
3. ej ;gg; p t;f;f;h;dh;u; - mz z hJ i u
4. Kj yg;pb;oy; - e.g;pr;r%;uj ;j p
5. fhf;j c wT - R.rK;j ;j uk;
6. kNd;hg;ht;k; - tyyp;f;z z d;
7. kd;j ae;j uk; - t;ej d;
8. gri r;f;f;dT - yh.r. uhkhk;pu;j k;

myF 5: tyyp;k; k;f;K; , l q;f;s> tyyp;k; k;f;h , l q;f;s;
, yf;f;pa; tu;yhW (trdft;pi j > GJ f;f;tpi j > ci uei l> rWfi j kl ;Lk)

ghl E};y: j kpo; - Kj wgUtk; - Nj rpa;f;fy;Y}up ntspalL
, yf;f;pa;tu;yhW - Nj rpa;f;fy;Y}up ntspalL

**j kpha;Tj ;J i w> Nj rpa;ffy;Y}up (j d;dh; l r;)}> j p;Urr;phgg;ss; - 1.
, uz ;l hk; gUtk;**

**j hs; nkhoggh; k; - 2 nra;As; (gfj p mw , yff;pa;qs)}> Gj ;dk; , yff;pa tuyhW.
U16T2**

fwg;pf;Fk; fhyk; 6 kz p

j ug;G;ss;pf;s; 3

myF 1: j p;UQh;drk;gej u; - j p;Uthi d;f;f;h gj ;pf;k; - ki oahu; kpl whkO thS i l aha;.
j p;Ueh;T;f;furu; - t;pl k; j ;l; j gj ;pf;k; - xd;W nfh;yhk; mtu; r;pei j Aauti u
ngup;ahothu; - j p;Ut;uq;f;k; ghRuk; 2 - kutbi aj ; j k;g;pf;F
FyNrfuu; - t;j ;J t;f; Nfhl ;L mkkhi d Ntz ;b epw;wy; - j UJ auk;...10

myF 2: tss;syhu; - j p;Ut;Ul gh - ngwhg;NgW - Mth vd;wi d Ml nfhz ;l Usp;.10
j hAkhd;tu; - gd;khi y - gd;khi y j ;p;sp;Uf;f...9
, NaRfht;pak; - c ti k top nraj p - fl Nyhuk; xUehs; VR epd;whu;.
Fz q;Fb k] j hd; - epuhk;af;fz z p - 1-25 fz z ;pf;s;

myF 3: ehd;kz ;pf;f;bi f: (ghl y; vz ;fs; 6> 10> 12> 16> 31> 38> 45> 56> 69> 75)
ehybahu; (ghl y; vz ;fs; 2> 29> 35> 77> 95> 109> 114> 172> 248> 269)
r;WgQr;%yk; (ghl y; vz ;fs; 9> 12> 16> 26> 32> 39> 63> 82> 85> 90)
, d;pai t ehwg;J: K; j y; gj ;J ghl y;f;s;

myF 4: Gj ;dk; - f;d;d;pf;h - uFeh; j d; J i w nts;pa;L

myF 5: , yff;pa tuyhW (i rtk;i tz tk;r;kz k;n;gs;j j k;f;pw;j ;J tk; Kfk; j ;pak;
kwWk; Gj ;dk; gww;pad kl ;Lk)

ghl E}y; j k;po; - , uz ;l hk;gUtk; - Nj rpa;ffy;Y}up nts;pa;L.

f;d;d;pf;h - r;l j gj ;gg;f nts;pa;L> nr;d;i d.

, yff;pa; tuyhW - Nj rpa;ffy;Y}up nts;pa;L.

j kpha;Tj ;J i w> Nj rpa;fy;Y}up (j dahl rð> j þUrrpuhggsSp – 1.

%dwhk; gUtk;

j hs; nkhogghl k; - 3 nraAs; (fhggpak> ehl fk> , yffpa; tuyhW

U16T3

fwgpfFk; fhyk; 6 kz p

j ugGssps; 3

myF 1: rpyggj pfhuk; - elggi l fhi j
kz þNkfi y - ghj j þuk; ngww fhi j

myF 2: fkguhkhaz k; - Aj j fhz ;l k; - , ej þurj ;J ti j ggl yk;
ngupaGuhz k; - fz z gg ehadhu; Guhz k;

myF 3: Nj kghtz p - tsd; rdj j gl yk;
rþvhgGuhz k; - khDf;Fg; gpi z epdw gl yk;
ghQ;rhyp rgj k; - #j hl ;l r; rUf;fk;

myF 4: ehl fk; xj j pi f – m. , uhkrhkp (vdr;gpr; ntspalL)

myF 5: , yffpa; tuyhW (fhggpak> Guhz k> ehl fk; gwwpad kl ;Lk)

ghl E}y: j kpo; - %dwhkgUtk; - Nj rpa;fy;Y}up ntspalL.
xj j pi f – m. , uhkrhkp (vdr;gpr; ntspalL)
, yffpa; tuyhW - Nj rpa;fy;Y}up ntspalL.

**j kpha;Tj ;J i w> Nj rpa;f;fy;Y}up (j ddhl rj)> j pUrrp;hgg;Ssp – 1.
ehd;fhk; gUtK;**

j hs; nkhogghl k; - 4 nraAs; (gz i la , yf;f;ak> , yf;f;atuyhW> nkhongaugG)

U16T4

fwgpfFk; fhyk; 6 kz p

j ugG;Ssp;S; 3

myF 1:

- ewwpi z :
1. Ntu; gpz p ntj p;J - ghi y - , sq;f;ldhu;
 2. rpyUK; gyUK; fi l f;fz ; - neaj y; - c Nyhrrdhu;
 3. mupfhy; khwpa mk; fz ; - kUj k; kpi sf;f;phdeyNtl;ldhu;
 4. , i y , y gpl tk;Ky; y - t;po;f;fl Ngi j g; ngUq;fz z dhu;
 5. Gj y;td; <dw Gq;fz ; - FwpQrp

- FWenj hi f :
1. nfhq;F Nj u; thof; f - FwpQrp - , i wadhu;
 2. , bf;Fq; Nf;sp; - FwpQrp - ntss;rt;J pahu;
 3. ahuz q;Fwwi d fl Ny - neaj y; - mk;%tdhu;
 4. khup ahkgydd - neaj y; - Fdwpadhu;
 5. c kz u; Nrue;J fope; kUq;f;pd; - ghi y - ngUq;f;LqNfh
 6. Ml i k Gi uAk; - ghi y - XNuUotdhu;
 7. Ksj; ap; gpi rej - Ky; y - \$I Y}; f;phu;
 8. , si k ghuhu; - Ky; y - xf;\$u; khrh; j pahu;
 9. Ntkg;pd; i gq;fha; - kUj k; - kpi sf;f;ej dhu;

myF 2:

- mfehD}W:
1. gi dj j ;us; mdd - FwpQrp - guz u;
 2. gi rgL gri r - Ky; y - kJ i u kssdhu;
 3. , ki k c yf;J , i rnahLk; - kUj k; - nry;Y}ufNfhrp;f;d;
 4. j pi uc oe;J mi r, a - neaj y; - c Nyhrrdhu;
 5. mspe;pi y nghwhmJ mkupa - ghi y - ngUq;f;LqNfh

fyyj nj hi f:

1. RI uj nj hB, Nfsha; - FwpQrp
2. fhu; Mug; ngaj fb nfhs; - Ky; y
3. tq;F el; mtp; e;yk; gfutu; - kUj k;
4. khkyu; Kz ;l fk; - neaj y;
5. muj ha mwndaj p - ghi y

myF 3:

- GwehD}W :
1. xUehl; nryyyk; - ghl hz ; - xsi tahu;
 2. gi lgGggy gi l j ;J - nghJ tpay; - mw;Ti l ekgp
 3. , i sNahu; #l hu; - nghJ tpay; - Fl thap; f;lj j dhu;
 4. gyrhdwNu - nghJ tpay; - eupnt&c j ; j i yahu;
 5. fhaney; mWj ;J f;f;tsq; nfhs;Nd - ghl hz ; - gprpuhei j ahu;

j pUf;Fws:

1. mwd; ty;AWj j y> 2.gz Gi l i k> 3. xOf;f;Ki l i k>
4. thaj k> 5. Co> 6.nrh;td; k

myF 4: Ky; ygghl ;L KOi kAk;

myF 5: , yf;f;atuyhW (gj pndz ; Nkwfz f;F> fb;f;fz f;F)> nkhongaugG>
nghJ f;fl ;Li u

ghl E)y; 1. j kpo; - ehd;fhkgUtK; - Nj rpa;f;fy;Y}up ntspalL.

2. , yff;patuyhW - Nj r;af;fy;Y}up nts;paL.

U16H1

Semester – I

PAPER 1 – PROSE, SHORT STORY AND GRAMMAR

PROSE

Prescribed Text Book

INDI GADYA PRABHAKAR, Ed. Dr. Hiranma Shiksha Bharathi, shmiri Gate, Delhi-06.

Prescribed Lessons

- | | | |
|------------------------------------|----|-----------------------|
| 1. Bharat Eke hay | By | Ramdhari Singh Dinkar |
| 2. Japan Mein kaya dekka | By | Premchand |
| 3. Jeevan ke theen pradhan baathey | By | Aacharya Vinobabavey |

SHORT STORY

Prescribed Text Book

KAHANI VIVDHA, V. Mahadeven, Trichy.

Prescribed Lessons

- | | | |
|------------------|----|---------------------------|
| 1. Idhaah | By | Premchand |
| 2. Usne kaha tha | By | chandradhar Sharma guleri |

GRAMMER

Prescribed Portion

1. Noun
2. Verb
3. Gender (Change the gender only)
4. Number (Change the number only)
5. Aarth and Ultey Sabdh Likeye

Reference Book

VYAKARANPRADEEP

By Ramdev, Saraswathi Prakashan, Varansi

UNITISED SYLLABUS
PAPER 1 – PROSE, SHORT STORY AND GRAMMAR

Semester – I

Time 3 Hrs

Max Marks 75

UNIT- 1

- 1.Noun
- 2.Bharath Eke Hai
- 3.Gender

UNIT- 2

- 1.Gender
- 2.Idhgaah
- 3.Jaapan mein kya dheka

UNIT- 3

- 1.Jeevan ke theyeen pradhan bhathey
- 2.Idhgaah
3. Number

UNIT-4

- 1.Ling Badhaliye, Vachan Badhaliye
2. Verb
- 3.Aarth (Meanings) Likeye

UNIT-5

- 1.Aarth (Meanings) Likeye
- 2.Ultey Sabdh (opposite) Likeye

QUESTION PAPER PATTERN

SECTION- A (20 Marks)

- | | | |
|-------------------------------|--------------|-----------|
| I 1. Change the Gender (Ling) | 10/12 | (10Marks) |
| 2. Change the Number (Vachen) | 10/12 | |

SECTION- B (25 Marks)

II. One Question from each unit (either or)

- | | | |
|---------------------|--------------|---------|
| 1. From Prose | (1 out of 2) | 5 Marks |
| 2. From Short story | (1 out of 2) | 5 Marks |
| 3. From Grammar | (1 out of 2) | 5 Marks |
| 4. Meanings 5 nos | (Either or) | 5 Marks |
| 5. Opposites 5 nos | (Either or) | 5 Marks |

SECTION- C (3x10=30 Marks)

III. One Question from each unit (Three out of five)

- 1. From Prose**
2. From Prose
3. From Short Story
4. From Grammar
5. From Grammar

U16H2

Semester – II

PAPER II – COMPREHENSION, DRAMA, GRAMMAR-II, GENERAL ESSAY AND TRANSLATION – I

COMPREHENSION : General Paragraph from Anuvadh
Abyas Bah – 3, Dakshina Bharath Hindi
Prachar Sabha, Chennai – 17.

DRAMA

:
Prescribed Text Book : Subodh Hindi patamala – 2
Dakshina Bharath Hindi
Prachar Sabha, Chennai – 17.

Prescribed Portion : **APPOORVA THYAG**
By Balashori Reddy

GRAMMAR – II

Prescribed Portion : 1. Pronoun
2. Adjectives
3. Adverb
4. Case Endings
(Definition and Name of types only)
5. Paryavachay Sabdh

Reference Book : **VYAKARANPRADEEP**
By Ramdev, Saraswathi Prakashan, Varansi

GENERAL ESSAY

Prescribed Book : Subodh Hindi Rachna – 2
Dakshina Bharath Hindi
Prachar Sabha, Chennai – 17

Prescribed Portions : 1. Priya Theohar
2. Gaayi
3. Samachar pathra

TRANSLATION -1

Prescribed Book : Anuvadh Abyas Bah – 1,1 to 10 lessons
Dakshina Bharath Hindi
Prachar Sabha, Chennai – 17

Prescribed Portions : 1 to 10 Lessons

UNITISED SYLLABUS
PAPER II – COMPREHENSION, DRAMA, GRAMMAR-II, GENERAL ESSAY
AND
TRANSLATION – I

Semester – II

Time 3 Hrs

Max Marks 75

UNIT- 1

Comprehension

Aproova Thyag

Pronoun

Translation 1,2

UNIT- 2

Comprehension

Aproova Thyag

Adjectives

Translation 3,4

UNIT- 3

Comprehension

Priya Theohar

Adverb

Translation 5,6

UNIT-4

Comprehension

Gaayi

Case Endings

Translation 7,8

UNIT-5

Comprehension

Samachar pathra

Paryavachaye Sabdh

Translation 9,10

QUESTION PAPER PATTERN

SECTION- A (20 Marks)

I . Answer all the Questions:

- (a) Write Same meaning (Paryavachi) 10 x 1 = 10
(Each word two meaning must) – 10/12
- (b) Answer in one sentence (Any 5) 5 x 2 = 10

SECTION- B (25 Marks)

II. One Question from each unit (either or)

- | | | |
|-----------------------------------|--------------|---------|
| 1. From Drama | (1 out of 2) | 5 Marks |
| 2. From Grammar | (1 out of 2) | 5 Marks |
| 3. From Grammar | (1 out of 2) | 5 Marks |
| 4. Translation (Hindi to English) | (Either or) | 5 Marks |
| 5. Translation (English to Hindi) | (Either or) | 5 Marks |

SECTION- C (3x10=30 Marks)

III. One Question from each unit (Three out of five)

1. From General Essay
2. From General Essay
3. From Grammar
4. From Grammar
5. Comprehension

SEMESTER – III
PAPER III – MODERN AND MEDIEVAL POETRY, DIALOGUE
WRITING AND TRANSLATION – II

1. POETRY

Book Name : 1. KAVYA SAURABH
2. SUBODH HINDI – 2
Pub. Dakshina B. Hindi P.Sabha
Chennai.
Prescribed Lessons : 1. Samaya
2. Chhah

1.Kabir key Dhohay 1to 5
2.Thulsi key Dhohay 1to 5
3.Rahim key Dhohay 1 to 5

2. DIALOGUE WRITING : 1. Doctor Aur Marij
2. Kithab key Dhukhan
3.Pariksha key Bharey Mein

3. TRANSLATION - II

Prescribed Book : Anuvadh Aabyas Bah – 1,
Dakshina Bharath Hindi
Prachar Sabha, Chennai – 17

Prescribed Portions : 11 to 20 Lessons

UNITISED SYLLABUS
PAPER III – MODERN AND MEDIEVAL POETRY, DIALOGUE
WRITING AND TRANSLATION – II

UNIT- 1

Samya

Kabir key Dhohay

Translation 11, 12

UNIT- 2

Chhah

Thulsi key Dhohay

Translation 13, 14

UNIT- 3

Rahim key Dhohay

Dialogue – Doctor Aur Marij

Translation 15, 16

UNIT-4

Dialogue – Kithab key Dhukan

Poetry Review

Translation 17, 18

UNIT-5

Dialogue – Parisha key Bharey mein

Translation 19,20

QUESTION PAPER PATTERN

SECTION- A (20 Marks)

I. Answer in one sentence

10 x 2 = 20 Marks

SECTION- B (25 Marks)

II. One Question from each unit (either or)

1. Annotation from modern poetry (1 out of 2) 5 Marks
2. Annotation from modern poetry (1 out of 2) 5 Marks
3. Short Notes from Poetry (1 out of 2) 5 Marks
4. Translation (Hindi to English) (Either or) 5 Marks
5. Translation (English to Hindi) (Either or) 5 Marks

SECTION- C (3x10=30 Marks)

III. One Question from each unit (Three out of five)

1. Summary of Modern Poetry
2. Summary of Medieval Poetry
3. Summary of Medieval Poetry
4. Dialogue Writing
5. Dialogue Writing

U16H4
SEMESTER - IV
PAPER IV – FUNCTIONAL HINDI, GENERAL ESSAY, GRAMMAR – III AND
TRANSLATION – III

1. LETTER WRITING

Prescribed Book	:	Abinav Patralekhan Hindi Parchar Sabha Chennai.
Prescribed Portion	:	1. Leave Letter 2. Placing Order for Books 3. Complaints Letter 4. Permission Letter for Tour

2. TECHNICAL TERMS

Prescribed Book	:	Hindi Vatayan, by Dr.Chandra Mohan Vishavidyalay Prakashan, Varansi.
Prescribed Portion	:	Annexure enclosed

3. GENERAL ESSAY

Prescribed Book Hindi	:	Nibandh Praveshika, Dakshina Bharath Prachar Sabha, Chennai – 17
Prescribed Portions	:	1. Pushtakalaya 2. Pradhusan 3. Vidhyarthi Jeevan

4. GRAMMAR – II

Prescribed Portions	:	1. Tense (Kal parivarthan) 2. Correct the Sentence (Sudha Keyjiye)
Reference Book	:	Vyakaranpradeep, by Ramdev, Saraswathi Prakashan, Varansi.

5. TRANSLATION – III

Prescribed Book	:	Anuvadh Aabyas Bah – 2, Dakshina Bharath Hindi Prachar Sabha, Chennai – 17
Prescribed Portions	:	1 to 10 Lessons

UNITISED SYLLABUS
PAPER IV – FUNCTIONAL HINDI, GENERAL ESSAY, GRAMMAR – III AND
TRANSLATION – III

Semester – IV

Time 3 Hrs

Max Marks 75

UNIT- 1

Leave Letter

Technical Terms

Pushthakalaya

Translation 1,2

UNIT- 2

Placing Order for Books

Technical Terms

Pradhusan

Translation 3,4

UNIT- 3

Compliant Letter

Vidhyarthi Jeevan

Technical Phrases

Translation 5,6

UNIT-4

Permission Letter for Tour

Technical Phrases

Kal Parivarthan (Change the Tense)

Translation 7,8

UNIT-5

Kal Parivarthan (Change the Tense)

Sudha Keyjiye (Correct the Sentence)

Translation 9,10

QUESTION PAPER PATTERN

SECTION- A (20 Marks)

I. Answer all the Questions:

10x2 = 20 Marks

Write 10 Technical Terms in Hindi

10/12

(Only Designation)

SECTION- B (25 Marks)

II. One Question from each unit (either or)

- | | | |
|---|--------------|---------|
| 1. Change the Tense | (5 out of 7) | 5 Marks |
| 2. Correct the Sentence | (5 out of 7) | 5 Marks |
| 3. Technical Phrases (English to Hindi) 5 nos | (Either or) | 5 Marks |
| 4. Technical Phrases (Hindi to English) 5 nos | (Either or) | 5 Marks |
| 5. Translation (Hindi to English) | (Either or) | 5 Marks |

SECTION- C (3x10=30 Marks)

III. One Question from each unit (Three out of five)

1. From General Essay
2. From General Essay
3. From Letter Writing
4. From Letter writing
5. Translation (10nos) English to Hindi

Subject Code:U16S1

National College (Autonomous) Tiruchirapalli
Language Programme Part I Sanskrit Semester I
Paper I - Sanskrit - I

(For the students admitted from the the academic year June 2016 onwards)

Time: 3 Hours

Maximum Marks: 75

Unit I

देवनागरी लिपि: - परिचयः

- १। स्वराः (१५)
- २। व्यञ्जनानि (३३)
- ३। संयुक्ताक्षराणि
- ४। संयुक्ताक्षराणां लेखनप्रकारः
- ५। विसर्गस्य प्रयोगः तस्य उच्चारणप्रकारश्च।

Unit II

कर्तृपदानि - परिचयः

- १। अकारान्त-शब्दाः (पुंलिङ्गः)
देवः
- २। अकारान्त-शब्दाः (नपुंसकलिङ्गः)
फलम्
- ३। लिङ्गाः - सामान्यविधिः
अ। पुलिङ्गः
आ। स्त्रीलिङ्गः
इ। नपुंसकलिङ्गः
- ४। लिङ्गः वचनम् विभक्तिः च
केवलम् एकवचनम् बहुवचनम् च
- ५। अनुवाद-अभ्यासः -
अ। आङ्गल/तमिल् भाषातः संस्कृते
आ। संस्कृतात् आङ्गल/तमिल् भाषायाम्

Unit III

१। क्रियापदानि (परिचयः)

- १। वर्तमानकाले परस्मैपदिनः धातवः
अ। अन्यपुरुषः/प्रथमपुरुषः
आ। मध्यमपुरुषः
इ। उत्तमपुरुषः
ई। एकवचनम्
उ। बहुवचनम्।

Unit III (continued)

	२। क्रियापदानि - धातवः - एकवचन-बहुवचन-मात्रम् अ। गम् (गच्छ) आ। पठ् इ। क्रीड् ई। वद्
३। अव्ययाः	तत्र, अत्र, कुत्र, यत्र, तदा, यदा, कदा, इदानीम्, शीघ्रम्, अपि, सह, एव, तु, किम्, च (१५)
४। अन्ये अकारान्त-कर्तृपदानि	अश्वः, बालकः, सूर्यः, मनुष्यः, हस्तः, अध्यापकः, इत्यादीनि (१०)
५। अनुवाद-अभ्यासः	अ। आङ्गल/तमिल् भाषायाः संस्कृते आ। संस्कृतात् आङ्गल/तमिल् भाषायाम्

Unit IV

१। विभक्ति-अन्त प्रत्ययानां आदेशाः	अ। चतुर्थी विभक्ति-प्रत्ययस्य - अर्थम् इति आदेशः आ। पञ्चमी विभक्ति-प्रत्ययस्य - तः इति आदेशः
२। तृतीया विभक्तिः	अ। सह सार्धम् साकं इति अव्ययानां उपयोगः
३। प्रश्न-निर्माण-पदानि	किम्, कुत्र, कथं, किमर्थं, कुतः, कदा
४। क्रियापदानि - (द्वितीय-स्तरः)	वर्तमानकाले परस्मैपदिनः धातवः भू (भव्), कृ (कर्), अस्, धाव्, पठ्, आ-गच्छ् केवलम् एकवचनम् बहुवचनम् च
५। अनुवाद-अभ्यासः	अ। आङ्गल/तमिल् भाषायाः संस्कृते आ। संस्कृतात् आङ्गल/तमिल् भाषायाम्

Unit V

१। विशेषण-विशेष्यौ

अ। शुक्ल - नील - पीत - रक्त - हरित - कपिश -
कृष्ण वर्णाः।

आ। संख्या-वाचक-पदानि (० तः ९ पर्यन्तम् मात्रम्)

इ। सुन्दरः - सुन्दरी - सुन्दरम् ,
मधुरः - मधुरा - मधुरम् इत्यादयः।

२। विभक्तीनां पुनः परिचयः (द्वितीयस्तरः)
अकारन्त-शब्दः पुंलिङ्गः/नपुंसकलिङ्गः

१। प्रथमा विभक्तिः
२। द्वितीया विभक्तिः
३। तृतीया विभक्तिः
४। चतुर्थी विभक्तिः

३। विभक्तीनां पुनः परिचयः (तृतीयस्तरः)
अकारन्त-शब्दः पुंलिङ्गः/नपुंसकलिङ्गः

५। पञ्चमी विभक्तिः
६। षष्ठी विभक्तिः
७। सप्तमी विभक्तिः
८। सम्बोधन-प्रथमा विभक्तिः

४। सर्वनाम-पदानि (अन्यपुरुषः/प्रथमपुरुषः)

१। सः - एषः
२। सा - एषा
३। तत् - एतत्
प्रथमा विभक्तिः एकवचन-बहुवचन-मात्रम्

५। सर्वनामपदानि (उत्तमपुरुषः)
(मध्यमपुरुषः)

४। अस्मद्
प्रथमा विभक्तिः, षष्ठी विभक्तिः च
एकवचन-बहुवचन-मात्रम्।

६। अनुवाद-अभ्यासः

अ। आङ्गल/तमिल् भाषायाः संस्कृते
आ। संस्कृतात् आङ्गल/तमिल् भाषायाम्

Subject Code:U16S2

National College(Autonomous) Tiruchirapalli
Language Programme Part I Sanskrit Semester II
Syllabus - Paper II - Sanskrit - II

(For the students admitted from the academic year, June 2016 onwards)

Time: 3 Hours

Maximum Marks: 75

Unit I

क्रियापदानि

१। पुनश्चर्या

लट् लकारे (वर्तमानकाले)
पूर्वस्मिन् षाण्मासे अभ्यस्तानां
क्रियापदानां द्विवचनेन साकं
पुनश्चर्या
द्विवचन-परिचयः - उपयोगः च

२। लृट् लकारः - भविष्यत्कालः

१। गम् (गच्छ्)

२। पठ्

३। वद्

३। लृट् लकारः - भविष्यत्कालः (अधिकम्)

४। पत्

५। लिख् (लेख्)

६। क्रीड्

४। लृट् लकारः - भविष्यत्कालः (अधिकम्)

७। आ - गम् (गच्छ्)

८। भू - भव

९। धाव्

५। लृट् लकारः - भविष्यत्कालः (अधिकम्)

१०। पा - पिब्

११। दृश् - पश्

१२। कृ - कर्

Unit II

१। लृट् लकारे अभ्यस्तानां

धातुरूपाणाम् अभ्यासः

वाक्येषु उपयोगः

अनुवाद-अभ्यासः च

(संस्कृत-आङ्गल/तमिल्-संस्कृतेषु)

२। सर्वनामशब्दाः

१। अस्मद् शब्दः - पुनश्चर्या

(त्रिषु वचनेषु)

Unit III १। भोज्य-पदार्थ-नामानि

२। वार्तालापः

३। क्त-प्रत्यय-धातवः

२। युष्मद् शब्दः

(त्रिषु वचनेषु)

३। युष्मद्-शब्द-आधारित-

वाक्येषु लृट् लकार-क्रियापदानां

उपयोगः अनुवाद-अभ्यासः च

(संस्कृत-आङ्गल/तमिल्-संस्कृतेषु)

४। तद् शब्दः - त्रिषु वचनेषु

पुंलिङ्ग-मात्रम्।

५। सर्वनाम-शब्दान् (युष्मद्-तद्)

आहत्य वाक्येषु उपयोगः

अनुवाद-अभ्यासः।

(संस्कृत-आङ्गल/तमिल्-संस्कृतेषु)

धान्य-नामानि -

चणकः, मुद्गः, माषः, तण्डुलः,

जीरकम्, मरिचम्, लशुनम्

फल-नामानि -

जम्बीरम्, आमलकम्, दाडिमम्,

नारङ्गः, बदरम्, जम्बूफलम्, कदलीफलम्

शलादुका-नामानि

आलुकम्, आर्द्रकम्, कन्दर्पः,

भोज्यपदार्थ-नामानि

ओदनम्, रोटिका, पोलिका

दुग्धम्, दधि, तक्रम्, नवनीतम्, घृतम्,

एतावता अभ्यस्त-शब्दानां वाक्येषु

उपयोगः - अनुवाद-अभ्यासः

(संस्कृत-आङ्गल/तमिल्-संस्कृतेषु)

गतः गता गतम्

पीतः पीता पीतम्

पठितः पठिता पठितम्

क्रीडितः क्रीडिता क्रीडितम्

धावितः धाविता धावितम्

पतितः पतिता पतितम्

क्त-प्रत्यय-धातवः

३। क्रियापदानि

४। तुमुन्नत-अव्ययाः

५। अनुवाद-अभ्यासः

Unit IV

१। कृषि-क्षेत्र-सम्बन्धीनि नामानि

२। काल-संबन्धीनि पदानि
संख्यावाचकपदानि च

३। क्रियापदानि

४। नपुंसकलिङ्ग-कर्तृ-पदानि

५। अनुवाद-अभ्यासः

आगतः आगता आगतम्
लिखितः लिखिता लिखितम्
खादितः, खादिता, खादितम्
लट् लकारे एव -

भक्ष्, खेल्, पाल्, तुल्,
मार, गण्, कथ्, क्षाल्,
गन्तुम्, पातुम्, पठितुम्, क्रीडितुम्,
धावितुम्, पतितुम्, लेखितुम्, भवितुम्,
अर्चितुम्, खेलितुम्, चलितुम्, क्षालयितुम्,
तुलयितुम्, मारयितुम्, गणयितुम्
संस्कृतात् आङ्गले/तमिल् भाषायाम्,
आङ्गलात् संस्कृते

कृषकः, कृषीवलः, बलीवर्दः, वृषभः
सस्यम्, धान्यम्, तृणम्, क्षेत्रम्, हलः
बीजम्, आलवालम्, मेघः, जलदः,
खेटः, ग्रामः, क्रयः, विक्रयः, हट्टः,
आपणः, आपणिकः, व्यवसायः- इत्यादीनि
a. प्रातः, मध्याह्नः, सायम्, रात्रिः
b. समयलेखनम् - सपाद-सार्ध-पादोन-
पदानाम् उपयोगः
c. ऋतु(काल) नामानि
वसन्तः, ग्रीष्मः, वर्षाः, शरद्, हेमन्तः, शिशिर
d. संख्यावाचकपदानि - १ तः २५ पर्यन्तम्
लट् लकारे -
क्री, वि-क्री, रुह् (रोह्), वर्ष्, वप्
रच्, कृष् (कर्ष्), वस्, अर्च्
सस्यम्, धान्यम्, तृणम्, क्षेत्रम्, बीजम्,
आलवालम्।

संस्कृतात् आङ्गले/तमिल् भाषायाम्,
आङ्गलात् संस्कृते

Unit V

१। आकारान्त-स्त्रीलिङ्ग-पदानि

a। माला शब्दः

(एकवचन - बहुवचनमात्रम्)

b। अन्यानि स्त्रीलिङ्गपदानि

रमा, शाला, पेटिका, शिखा,

निशा, दिशा, बाला, सभा,

भार्या, स्वसा, नासिका

गत्वा, पठित्वा, क्रीडित्वा, पीत्वा, धावित्वा,

लिखित्वा, भक्षयित्वा, खेलित्वा, धारयित्वा,

पतित्वा, कृत्वा, चलित्वा, क्षालयित्वा,

पालयित्वा, अर्चयित्वा

२। क्त्वा प्रत्यय-अन्त-अव्ययाः

लृट् लकारे (एकवचन-बहुवचन-मात्रम्)

धार्, कथ्, क्षाल्, पाल्, तोल्

३। क्रियापदानि

a. स्वरसन्धिः

b. गुणसन्धिः

c. वृद्धि-सन्धिः

४। सन्धि-प्रकरणम्

पाठ्य-पुस्तके दत्तानां पदानां परिचयः

संस्कृतात् आङ्गले/तमिल् भाषायां तथा

आङ्गलात् संस्कृते

५। अनुवाद-अभ्यासः

Prescribed book:

. Saral Sanskrit Sikshak Part I, Bharatiya Vidya Bhavan (lessons 6 to 9, and 1)
Mumbai 400007.

Reference:

Sanskrit for beginners, Dr Narasimhachari, M, and Dr Ramaratnam, S,
N & R Publications, Chennai 600004.

Subject Code: U16S3

National College (Autonomous) Tiruchirapalli

Language Course Part I Sanskrit Semester III

Paper III - Sanskrit III

(For the candidates admitted from the academic year June 2016 onwards)

Syllabus

Time: 3 Hours

Maximum Marks: 75

Unit I

1. क्रियापदानि कर्तृपदानि च - पुनश्चर्या

लट् लकारे लृट् लकारे च पठितानां
पूर्वस्मिन् षाण्मासद्वये अभ्यस्तानां
क्रियापदानां, कर्तृपदानां च पुनश्चर्या

2. शब्दाः(कर्तृपदानां परिचयः)

१। इकारान्तः पुल्लिङ्गः कवि शब्दः

तस्य केचन समानान्तशब्दाः च।

एकवचनं तथा बहुवचनम् एव।

हरिः, रविः, अरिः ऋषिः, पतिः, यतिः इत्यादयः।

२। सर्वनामशब्दः

दकारान्तः स्त्रीलिङ्गः तद् शब्दः

एकवचनं तथा बहुवचनम् एव।

३। इकारान्तः स्त्रीलिङ्गः मति शब्दः

तस्य एकवचनं तथा बहुवचनम् एव।

तस्य केचन समानान्तशब्दाः - रुचिः, शान्तिः

कीर्तिः, बुद्धिः, मुक्तिः इत्यादयः

४। उपर्युक्त-शब्दानां वाक्येषु उपयोगः

अनुवाद-अभ्यासः च (संस्कृत-तमिल/संस्कृत-
आङ्गल/आङ्गल-संस्कृतेषु)

Unit II

क्रियापदानि

१। जप्

१। लट् लकारः (वर्तमानकालः)

२। चर्

२। लट् लकारः (वर्तमानकालः) - अधिकम्

३। रक्ष्

४। हस्

५। वम्

६। नम्

७। दह्

३। लट् लकारः (वर्तमानकालः) -अधिकम्

८। तप्

contd.page.2/-

५। क्रियापदानां वाक्येषु उपयोगः अनुवाद-अभ्यासः च - संस्कृतात् आङ्गले/तमिल् भाषायां अथवा आङ्गलात् संस्कृते वा।

Unit III

१। क्रियापदानि

उपर्युक्त-क्रियापदानां वाक्येषु प्रयोगः

संस्कृतात् आङ्गले/तमिल् भाषायां अथवा आङ्गलात् संस्कृते वा।

२। नूतन-शब्दानां परिचयः

अकारान्त-आकारान्त-इकारान्त कर्तृपदानि क्रियापदानि च

३। वार्तालाप-परिचयः

मिश्रित्य वाक्येषु उपयोगः अनुवाद-अभ्यासः च उपर्युक्त-कर्तृपद-क्रियापदानि उपयुज्य छात्रेषु वार्तालाप-अभ्यासः

४। लृट् लकारः (भविष्यत्कालः)
नूतन-क्रियापदानि

१। अर्ज्

२। दण्ड्

३। चिन्त्

४। ज्वल्

५। लृट् लकारः (भविष्यत्कालः)
नूतन-क्रियापदानि (अधिकम्)

५। तर्ज्

६। तर्क्

७। तप्

८। नट्

Unit IV

१। लङ् लकार-परिचयः (भूतकालः)

१। भूतकालः नाम किम्?

भूतकालिक-क्रियापदानां परिचयः।

१। गम् (गच्छ्)

२। पा (पिब्)

४। पश्य्

२। लङ् लकार-परिचयः (भूतकालः) (अधिकम्)

५। वस्

६। पठ्

७। वद्

८। पत्

३। बन्धु-वर्ग-नामानि

माता, जननी, पिता, जनकः, स्वसा
भगिनी, सहोदरः, भ्राता, अनुजः, अग्रजः,
अनुजा, अग्रजा, मातुलः, मातुलानी,
जामाता, वधूः, वरः, मातामहः, मातामही,
पितामहः, पितामही, पुत्रः, पुत्री, पौत्रः, पौत्री
उपर्युक्त-पदानां वाक्येषु प्रयोगः
अनुवाद-अभ्यासः(संस्कृतात् आङ्गले/तमिल्
भाषायाम् , आङ्गलात् संस्कृते वा)

४। वाक्येषु उपयोगः

Unit V

१। गृहे उपयुक्तानां उपकरणानां
नामानि

पर्यङ्कः, मञ्जूषा, तालकम्, कुञ्जिका,
अङ्कनी, लेखनी, उत्पीठिका, आसनम्,
गणकयन्त्रम्, दूरदर्शनम्, आकाशवाणी,
दूरभाषणी, दीपः, विद्युत्, विद्युत्व्यजनम्,
शीतकयन्त्रम्, शीतकपेटिका, अग्निपेटिका,
वस्त्रम्।(अन्यानि मुख्यानि च)

२। वासरनामानि

सोमवासरः, मङ्गलवासरः, बुधवासरः,
गुरुवासरः, शुक्रवासरः, शनिवासरः,
मानुवासरः

३। पक्षनामानि

शुक्लपक्षः, कृष्णपक्षः

४। मास-नामानि

चैत्रः, वैशाखः, ज्येष्ठः, आषाढः, श्रावणः,
भाद्रपदः, आश्वीनः, कार्तिकः, आग्रहायणः, पौषः,
माघः, फाल्गुनः अथवा
मेषः, ऋषभः, मिथुनः, कटकः, सिंहः,
कन्या, तुला, वृश्चिकः, धनुः, मकरः, कुम्भः,
मीनः ।

५। तिथिनामानि

प्रथमा, द्वितीया, तृतीया, चतुर्थी, पञ्चमी,
षष्ठी, सप्तमी, अष्टमी, नवमी, दशमी,
एकादशी, द्वादशी, त्रयोदशी, चतुर्दशी,
अमावास्या (अमाः), पूर्णिमा (पौर्णमी)

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७। नवग्रहनामानि

सूर्य, चन्द्रः, कुजः, बुधः, गुरुः, शुक्रः, शनैश्वरः,
राहुः, केतुः

८। संख्या-वाचकपदानि

षड्विंशतिः आरभ्य पञ्चाशत् पर्यन्तम्।(२६-५०)

Prescribed Book:

सरलसंस्कृतशिक्षकः भागः २, भारतीयविद्याभवनम्, कुलपति:मुन्शी मार्गः, मुम्बई, ४००००७

Reference:

1. Samskrt for Beginners, Dr M. Narasimhachari & Dr S. Ramaratnam, N&R Publications, Mylapore, Chennai 60004.
2. संस्कृत-व्यवहारसाहस्री, संस्कृत-भारती, माता मन्दिर् गली, झन्डेवाला, नव देहली ११००५५।

Subject Code: U16S4

National College (Autonomous) Tiruchirapalli
Language Course Part I Sanskrit Semester III

Paper IV - Sanskrit IV

(For the candidates admitted from the academic year June 2016 onwards)

Syllabus

Time: 3 Hours

Maximum Marks: 75

Unit I

- १। कर्तृपदानि, क्रियापदानि च
पुनश्चर्या
- २। शब्दाः (कर्तृपद-परिचयः)

- लट् लकारे, लृट् लकारे, लङ् लकारे च
पूर्वस्मिन् षाण्मासत्रये अभ्यस्तानां कर्तृपदानां
क्रियापदानां च पुनश्चर्या।
- १। उकारान्तः पुल्लिङ्गः गुरु शब्दः
केचन समानान्त-शब्दाः च।
एकवचनम् तथा बहुवचनम् केवलम्।
पशुः, मनुः, साधुः, शिशुः, प्रभुः इत्यदि शब्दाः
- २। उकारान्तः स्त्रीलिङ्गः धेनु शब्दः
एकवचनम्, तथा बहुवचनम् केवलम्।
- ३। सर्वनामशब्दः -
दकारान्तः नपुंसकलिङ्गः तद् शब्दः
दकारान्तः पुल्लिङ्गः एतद् शब्दः
एकवचनम्, तथा बहुवचनम् केवलम्।
- ४। उपर्युक्त-कर्तृपदानां कर्मपदानां च वाक्येषु
उपयोगः
- ५। अनुवाद-अभ्यासः (संस्कृतात् आङ्गले/तमिल्
भाषायाम्, तथा आङ्गलात् संस्कृते च)

Unit II

- क्रियापदानि
- १। लट्/लृट् लकारौ
नूतनक्रियापदानि
- २। लट्/लृट् लकारौ
नूतनक्रियापदानि

- १। अञ्च्
२। दल्
३। नन्द्
४। यच्छ्
५। धृ (धरति)
६। धृ (धारयति)
७। नद् (नदति)
८। तृ (तर)

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३। लट्/लृट् लकारौ नूतनक्रियापदानि

९। नश्

१०। निन्द्

११। पीड्

१२। पोष्

४। शरीर-अङ्ग-नामानि

शिरः, केशः, कर्णः, नासिका, नयनम्, मुखम्,
दन्तः, ग्रीवा, कण्ठः, उरः, स्कन्धः, करः, बाहुः,
हस्तः, अङ्गुली, नखः, स्मश्रुः, शिखा, उदरः,
कटिः, जानुः, पादौ, अस्थि, मांसं, रुधिरः, मेघः।
वस्त्रम्, निचोलः, ऊरुकम्, उष्णीषः, उपनेत्रम्,
दण्डः, पादरक्षा, घटी, द्विचक्रिका, त्रिचक्रिका,
कार्-यानम्, लोकयानम्, आकाशविमानम्,
रेल्-यानम्

५। प्रतिदिनं-उपयुक्तानि वस्तु नामानि

Unit III

१। पर्यटन-स्थल-नामानि

१। धर्म-सम्बन्धीनि स्थलानि

२। आह्लादकर-संबन्धीनि स्थलानि

३। देशस्य चरित्र-चारित्र-संबन्धीनि स्थलानि

४। अन्वेषण-संबन्धीनि स्थलानि

५। विदेश-यात्रा

२। प्रतिदिनं गमनीयानि स्थलानि

देवालयः, कार्यालयः, विद्यालयः, धनकोषः,
पुस्तकालयः, आपणः, चलनचित्रशाला,
नाट्यशाला, महाविद्यालयः, विश्वविद्यालयः,
मित्रगृहम्, स्नानगृहम्, शौचालयः, सुविद्यालयः,

Unit IV

१। रचनालेखनम्

रचना-लेखन-प्रकारः

उपोद्घातः, रचना, समापनम् - विधयः

दश-वाक्येषु पर्यटनस्थानमेकमधिकृत्य लेखनम्

पत्रम् नाम किम्?

पत्रलेखन-प्रकारः

पत्रलेखने उपयुक्ताः रीतयः

पत्र-आरम्भः, शरीरम्, समापनम्

२। पत्रलेखनम्

३। पत्रलेखनम् (वैचित्र्यम्)

४। अनुच्छेद-अभ्यासः

Unit V

१। नूतन-कर्तृपदानि

२। व्यवहार-पदानि/वाक्यानि

३। कर्मकाराः

३। व्याकरणम्

3

१। मित्राय पत्रम्।

२। विद्यालयाय विरामपत्रम्।

३। जनकाय पत्रम्।

१। कथा-युक्तम् अनुच्छेदं पठित्वा
उत्तर-लेखनम्।

२। वार्ता-संबन्धि-लेख-युक्तम् अनुच्छेदं
पठित्वा उत्तर-लेखनम्।

मृगवर्गः - सिंहः, व्याघ्रः, भल्लुकः,
शृगालः, मूषकः, आखुः, सारमेयः, कुक्कुरः,
बिडालः, वानरः, उष्ट्रः, अश्वः, गजः, वृषभः,
अजः, मेषः, वराहः, धेनुः, गौः, महिषः, वत्सः,
हरिणः, शशकः

पक्षिवर्गः - काकः, कुक्कुटः, मयूरः, टिट्ठिमः,
गरुडः, शुकः, कपोतः,

जलचराः - मीनः, मत्स्यः, कूर्मः, तिमिङ्गिलः,
शिष्टाचारः, मित्राणि, प्रयाणम्, छात्राः, परीक्षा,
शिक्षकः, महिला, वेश-भूषा, कार्यालयः,
आरोग्यम्, वाणिज्यम्, वातावरणम्, भोजनम्,
शुभाशयाः, संकीर्ण-पदानि।

घटकारः, कुविन्दः/तन्तुवायः, अयस्कारः,
सुवर्णकारः, रजकः, आपणिकः, वणिजः,

चर्मकारः, नापितः, संवाहकः, शाकटिकः, आरक्षकः

गोपालकः, अश्वपालकः, अजपालकः, पुरोहितः,

सन्धिप्रकरणम् -

प्रभेदाः - स्वरसन्धिः, व्यञ्जन-सन्धिः

विसर्गसन्धिः

स्वरे - सवर्णदीर्घः, गुणः, यण्, वृद्धिः,

अयवायावः, प्रकृतिभावः

Prescribed Books:

1. सरलसंस्कृतशिक्षकः, भागः २, भारतीयविद्याभवनम्, कुलपति मुन्शी मार्गः, मुम्बई ४००००९।

2. संस्कृत-व्यवहार-साहस्री 3. सन्देशसंस्कृतम्, -संस्कृतभारती, माता मन्दिर गली, झण्डेवाला, नव देहली ११००५९

Reference:

1. Samskrit for Beginners, Dr M. Narasimhachari and Dr S. Ramaratnam, N & R
Publications, Mylapore, Chennai 600004.

ENGLISH FOR COMMUNICATION – U16E1

Semester: I

English Language Course I

Instruction Hours/Week: 6

Credit: 3

- UNIT I:**
1. At the College
 2. On the Campus
 3. Outside the Class
 4. At the Post office
 5. For Business and Pleasure
 6. Review

- UNIT II:**
7. Are you Smart ?
 8. Are You Creative?
 9. Is it too hard to improve?
 10. How to win ?
 11. View Points
 12. Snakes and Ladders
 13. Yourself

- UNIT III:**
1. Birbal story- The loyal gardener
 2. Hindu mythological story- The origin of coconut tree
 3. Achinese story: The generous student
 4. An Africal Story ; The Three Runners

- UNIT IV:**
5. The Golden place
 6. The one – hundreth prince
 7. The mouse Merchand

- UNIT V:**
8. When wishes come true – Rabindranath Tagore
 9. The World and after
 10. Julius caesar

Text Books: 1. Crystal Streams – A Prose collection by D.E. Benet. Published by New Century Book House (P) Ltd.

2. Creative English for Communication (2nd edition) by Krishnasamy and Sriraman. Published by Macmillan

ENGLISH THROUGH EXTENSIVE READING – U16E2

SEMESTER : II

ENGLISH LANGUAGE COURSE : II

INSTRUCTION HOURS/WEEK : 4

CREDIT : 2

UNIT I

Excitement : Mack R. Douglas
Tight Corners : E.V. Lucas

UNIT II

Water – The Elixir of Life : C.V. Raman
Tree Speaks : C. Rajagopalachari

UNIT III

The Art of Telling Tales : April Hersey
A Job Well Done : Ruskin Bond

UNIT IV

The Panorama of India's Past : Jawaharlal Nehru
The Origin of Grammar : Margaret Bryant & Janet

UNIT V

Dangers of Drug Abuse : Hardin B. Jones
Crime and Punishment : R.K. Narayan

Text Book : Dr. Ananthan , R. Effective Communication. Ed. Chennai : Anu Chithra Pub.2010.

COMMUNICATIVE ENGLISH I – U16CE1

Semester : II

Communicative English Course : I

Instruction Hours/ Week : 2

Credit : 1

UNIT I

Writing Stories

Grammar Components : Articles, Prepositions and Tenses

UNIT II

Precis Writing

Grammar Components : Non- Finite Verbs and Phrasal Verbs

UNIT III

Writing Letters

Grammar Components : Conjunctions and Interjections and Punctuation

UNIT IV

Reporting

Grammar Components : Reported Speech and Transformation of Sentences

UNIT V

Writing an Essay

Grammar Components : Sentence structure (S/V/O/C/A) and Simple, Compound and Complex sentences

Text book : Pillai, Radhakrishna G. English Grammar & Composition Ed. Chennai : Emerald Pub.2016

ENGLISH FOR COMPETITIVE EXAMINATIONS – U16E3

SEMESTER : III

ENGLISH LANGUAGE COURSE : III

INSTRUCTION HOURS/WEEK : 6

CREDIT : 3

UNIT I:

Basics of English(Revision)

- (a)Parts of speech and Articles
- (b)Active and passive voice
- (c)Framing Questions
- (d)Tag questions
- (e)Indirect speech
- (f)Tenses

UNIT II:

- (a)Errors and how to avoid them
- (b)Spotting errors
- (c)Reconstructing passages
- (d)Précis writing

UNIT III:

Reading comprehension

UNIT IV:

- (a)Sentence completion,
- (b) Spelling
- (c)Vocabulary – Words often confused or Misused, Synonyms, Antonyms.

UNIT V:

Letter writing , Report writing ,Paragraph writing, Essay writing

**Text book : English for Competitive Examinations by R.P.Bhatnagar&Rajul Bhargava
macmillanIndia ltd. Delhi.**

COMMUNICATIVE ENGLISH II – U16CE2

SEMESTER : IV

COMMUNICATIVE ENGLISH COURSE : II

INSTRUCTION HOURS/WEEK : 2

CREDIT : 1

UNIT I:

Enriching Vocabulary – Register Development; who is who; Synonyms, Proverbs

UNIT II:

Tense Forms with emphasis on differences between Present and Present Continuous; Past and Present Perfect , Framing questions, Auxiliaries, if clauses; conjunctions and linkers; Prepositions

UNIT III

Pronunciation, Good Pronunciation habits, Phonetic Transcription, Greetings, Farewells commands etc.,

UNIT IV:

Conversational Skills – Affirmative or Negative Language – idiomatic expressions, Phrases, Dialogue Writing,

UNIT V:

- Writing Skills – Note- taking, note- making, e-mail, Describing an object, narrating a story.
- Circulars
- Notes - reminders, warnings, farewells, apology.
- Draft invitations – marriage, annual day, inaugural functions of associations, valediction, seminar, workshop.
- Draft Short messages- compliments, birthday wishes, notifications
- Draft Posters- Slogans, Announcements
- Draft Advertisements
- Dialogue writing

Text Book

1. Communicative English by Department of English, National College(Autonomous), Trichy

READING POETRY AND DRAMA – U16E4

SEMESTER : IV

ENGLISH LANGUAGE COURSE : IV

INSTRUCTION HOURS/WEEK : 6

CREDIT : 2

POETRY:

UNIT I : John Milton
Oliver Goldsmith
William Wordsworth

: On His Blindness
: The Village School Master
: The Solitary Reaper

UNIT II : P.B.Shelly
John Keats
Robert Browning

: Ozymandias
: La Belle Dame Sans Merci
: Incident of the French camp

UNIT III : John Masefield
Robert Frost
Evening
John Drinkwater

: Laugh and Be Merry
: Stopping by Woods On a Snowy
: The Vagabond

DRAMA:

UNIT IV: Anton Chekov
Lady Gregory

: A Marriage Proposal
: The Rising of the Moon

UNIT V: W.St. John Tayleur
William Shakespeare

: Reunion
: Othello, The Moor of Venice – Act

V

Text Books : 1)**An Introduction to Poetry** edited by A.G.Xavier; [Macmillan]

2)**A Book Plays:** A Group of Editors, Published by Orient Blackswan

**B.Com CA
Semester-I**

**Hours per week -5
Credits 6**

**Core Course 1(CC 1)
BUSINESS ORGANISATION.**

Objectives: To impart basic knowledge of the forms of business organization and factors which influence business

UNIT I Introduction to business

Concept of Business – Nature /Characteristics - Objectives of Modern Business – Scope- Functions of Business-- Essentials of a successful business – Qualities of a Successful Businessman.

UNIT II Form of Business Organisation

Forms of Business Organizations – Sole Trader, Partnership Firm, Joint Hindu Family, Joint Stock Company, Public Enterprises and Co-operative Enterprise.

UNIT III Business unit promotion

Concept – Stages of Business unit Promotion- Location-Factors influencing location- -Weber's theory of location- Plant-Firm-Industry- Economies of Size.

Unit IV & Business Environment & Entrepreneurship –

Business environment- Concept Importance-Inter relationship between business and environment—Internal And External Environment. Meaning and importance of entrepreneurship-Factors contributing to the growth of Entrepreneurship-Types- Competencies Required.

Unit V Securities Market and New Trends in Business:

Securities market- Primary and secondary market-Stock exchanges –Functions –On line trading –Features and Advantages- E Commerce-Meaning-features –importance-On line –marketing.

Books Recommended

- 1.Gupta C.B. 2010. **Business Organisation and Management** ,Sultan Chand and Sons. New Delhi.
2. Gupta C.B. 2011. **Business Environment** ,Sultan Chand and Sons.New Delhi.
- 3.. Dinkar Pagare.,**Business Organisation and Management** Sultan Chand and Sons. New Delhi.
4. Bhushan Y.K. 2009. **Business Organisation and Management** ,Sultan Chand and Sons. New Delhi.

**B.Com CA
Semester-I**

**Hours per week -6
Credits 5**

Core Course II(CC 2)

PRINCIPLES OF ACCOUNTANCY

Objectives: To enable a clear understanding of the basic principles of accounting and the method of preparing final accounts

Unit I : Introduction:

Accounting – Definition- Book Keeping Vs Accounting- Accounting Concepts and Conventions- Accounting Terms-Accounting Equation. -Double Entry System-Journal--Ledger - Trial Balance. Practicals : Journal Ledger Trial Balance

Unit II : Subdivision of Journal & BRS

Subsidiary Books –Meaning –Advantages-Purchases Book, Sales Book, Purchase Return Book, Sales Return Book. Cash Book-Bank Reconciliation Statement.

Unit III Final Accounts of Sole Traders:

Trading A/c –Profit and Loss A/c and Balance Sheet.- Proforma and Principle of Marshalling-Adjustments: Closing stock -Outstanding Expenses- Accrued Income- Income Received in Advance-Prepaid Expenses – Bad debts – Bad debts provisions-Depreciation-Adjustment entries...

Unit IV Depreciation Accounting.

Meaning- Causes-Fixation of Depreciation Amount-Methods:Fixed Instalment Method-Written Down Value Method- Annuity-Depreciation Fund Method

Unit V Accounts of Non Profit organization & Computerised Accounting.:

Capital and Revenue- Receipts & Payments- Income and Expenditure - An overview of computerized accounting system - Salient features and significance, Concept of grouping of accounts, Codification of accounts, Maintaining the hierarchy of ledger- Tally package-Features and benefits.

Books Recommended

- 1.Reddy T.S.and Murthy .V. Financial Accounting, Margham Publications, Chennai-17
- 2.Jain.S.P.and Narang K.L, Financial Accounting, Kalyani Publications, Ludhiana.
- 3 Sgukla,M.C, Grewal, T.S. & Gupta ,S.C. Advanced Accounts S. Chand & Co.Sons New Delhi .Maheswari,S.N. , Suneel Maheswari,K &Sharad Maheswar, K Vikas Publishing House ,New Delhi 2012

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Theory 12b) Problem 13a) Problem 13b) Problem 14a) Problem 14 b) Problem 15 a)Problem 15b)Theory.	Questions 16 to 20 Problems only

**B.Com CA
Semester-II**

**Hours per week -5
Credits 5**

**Core Course 3(CC 3)
BUSINESS STATISTICS**

Objectives

To acquaint students with the knowledge of various techniques of data analysis and application statistical tools.

Unit I: INTRODUCTION and Measures of Central Tendency

Statistics-Definition –Characteristics- – Importance- Scope- Limitations- Sources of data-Primary and Secondary- Classification and Tabulation of data Diagrams and graphs- Types- Uses- Measures of Central Tendency-Mean ,median, mode- Geometric and Harmonic Mean- Weighted arithmetic mean

Unit II: Measures of Dispersion

Range-Quartile,.Quartile deviation, Mean deviation, Standard deviation-Coefficient of variation-

Unit III: Measurement of Skewness and Correlation

Karl Pearson's and Bowley Methods-Correlation-Types and Uses-Karl Pearsons, Spearman's Rank Correlation Coefficient-Method of concurrent deviation-

Unit IV: Regression Analysis& Time Series Analysis

Simple regression- Uses-Regression coefficients and Regression equations- Time series analysis-components- fitting a straight line by method of least squares-moving average

Unit V:Index numbers-

Uses- Types of Price index- Laaspeyre's, Paasches, Bowley's and Fisher's ideal index-Time reversal test- Factor reversal test- Problems of Index numbers

Books recommended

- 1.Gupta,S.P., Business Statistics., Sultan Chand and Sons,New Delhi.
- 2.Sancheti ,D.C, and Kapoor,V.K.,Statistics,Sultan Chand and Sons, New Delhi.
- 3.Pillai,R.S.N and Bagavathi.V.Statistics,S.Chand and Co,New Delhi.
- 4.Chikkodi and Satyaprasad, Business Statistics, Himalaya Publishing House,Mumbai.
- 5.Navaneetham, P.A. Business Tools for Decision making, Jai Publishers.
- 6.Gupta,S.C.Fundamentals of Statistics, Himalaya Publishing House, Mumbai.

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Problem 13b) Problem 14a)Theory 14 b) Problem 15 a) Theory 15b) Problem	16.Theory Question Questions 17 to 20 Problems only

**B.Com CA
Semester-III**

U16CC4
Hours per week 4
Credits 4

Core Course 4 (CC 4)
BUSINESS ACCOUNTING

Objectives

To impart knowledge of accounting methods adopted for branches, hire purchase, royalty and partnership accounts

UNIT I Partnership Account I

Partnership Accounts - Division of profit – Admission -Retirement – Limited Liability Partnership-Past adjustment and guarantee.

UNIT II Partnership A/c II

Death of a partner - Dissolution of a firm – Piecemeal distribution – Garner Vs Murray – Insolvency of a partner – Sale of firm to a company.

UNIT III Branch & Departmental Accounts:

Branch accounts –Dependent Branches- Debtors system -Stock and Debtors System- Departmental Accounts- Departmental accounts-Basis of Allocation of Expenses-Inter Departmental Transfer at cost and invoice price-Departmental Trading ,Profit &Loss Account.

UNIT IV Royalty & Hire Purchase Accounts.

Royalty Accounts -Preparation of Royalty table-Journal & Ledger in the books of Lessor & Lessee -Hire purchase accounts -Meaning-Calculation of interest-Cash Price –Accounting for H.P. under Asset Purchase Method- Default and Repossession (Full)-Difference between H.P. and Instalment System .

UNIT V Insurance claims & Accounting Standards

Insurance claims – Loss of stock –Average Clause-Loss of Profit Accounting Standards- Objectives- Need – Significance-Accounting Standards in India-AS-1 and AS-2

Books Recommended

1. S.P.Jain & K.L.Narang ,Advanced Accounts , Kalyani Publishers, Ludhiana
2. Reddy and Murthy, Financial Accounting, Margham Publications, Chennai-17
3. R.L.Gupta & Radhaswamy, Advanced Accounts ,Sultan Chand &Sons,NewDelhi

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Problem 13b) Problem 14a) Problem 14 b) Problem 15 a) Theory 15b) Problem	Questions 16 to 20 Problems only

U16CC5

**B.Com CA
Semester-III**

**Hours per week 5
Credits 5**

**Core Course – 5 (CC5)
BUSINESS COMMUNICATION**

Objective: To familiarize students with the basics of business communication and the methods of correspondence for various occasions

UNIT – I Introduction to Business communication

Nature and scope of Business communication– meaning, need and importance of Commercial correspondence – effective business letters – layout – Kinds of Business letters – language of a business letter – commercial terms and abbreviations-E -mail

UNIT – II Business Enquiry and Orders

Letters of Enquiry – replies, offers and quotations – orders – execution – cancellation.

UNIT – III ,Complaint & Adjustment, Circular,Sales,Status Enquiry and Collection

Letters: Claims, complaints and adjustments – circular letters -Sales Letters– status enquiries – collection letters.

UNIT – IV Agency & Bank Correspondence

Letters relating to Agency – Application for jobs – Bank Correspondence

UNIT – V Report Writing

Drafting of Business reports – Press reports – Market reports – Speech writing.

Books Recommended

1. M.S. Ramesh and Pattenshetty ,Effective Business English and Correspondence , R.Chand & Company ,Delhi
2. Sharma and Krishna Mohan ,Business Correspondence and Report Writing ,Tata McGrawHill, Mumbai.
- 3 Rajender Pal and Korla Halli , Business Communication , Sultan Chand & Sons,NewDelhi

**B.Com CA
Semester-IV**

**Hours per week 4
Credits 4**

**Core Course 6 (CC 6)
COST ACCOUNTING**

Objective: To create an understanding of the cost concept and the methods for ascertainment of costs for different types of products

UNIT – I Introduction

Definition, Scope and nature of cost accounting – cost concepts – classification – objectives and advantages — methods and techniques – cost unit – cost centres – cost sheet-Tenders and Quotations.

UNIT – II Materials

Materials cost – purchase procedure – stores procedure – receipt and issue of materials — Inventory control – levels of stock, perpetual inventory. ABC Analysis, EOQ – Stores ledger – pricing of material issues, FIFO, LIFO, Simple Average & Weighted Average.

UNIT – III Labour

Labour cost – Time recording and time booking – methods of remuneration and incentive schemes – overtime and idle time – labour turnover types – causes and remedies.

UNIT – IV Overheads

Overheads – collection, classification, allocation, apportionment, absorption – recovery rates – Over & Under absorption Primary and Secondary distribution summary-Machine Hour Rate-Cost reconciliation statement.

UNIT – V Methods of costing

Methods – Job costing, Contract costing, Process costing (Normal loss, Abnormal loss and gains only).-(Excluding equivalent production and inter process profit)

Books Recommended

1. Jain and Narang Cost Accounting ,Kalyani Publishers, Ludhiana
2. R. Ramachandran & . R. Srinivasan ,Cost Accounting ,Sriram Publications, Tiruchi-17
3. Pillai and Bagawathi ,Cost Accounting, S.Chand &Co.New Delhi

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Theory 13b) Problem 14a) Problem 14 b) Problem 15 a)Problem 15b) Problem	Questions 16 to 20 Problems only

B.Com CA
Semester-IV

Hours per week 2
Credits 2

Non Major Elective –(NME 1)
PRINCIPLES OF MANAGEMENT

Objectives:To enable the students learn basic Management Principles and Functions

UNIT – I Functions of Management

Definition– Nature-Functions of management

UNIT – II Planning

Nature and Purpose – Objectives – Types – Steps in planning.

UNIT – III Organisation

Meaning – Organisation Chart – Departmentation – Delegation of authority

UNIT – IV Communication:

Meaning – Characteristics – Process – Types – Barriers to Communication – Effective Communication.

UNIT – V Leadership and Motivation

Leadership: Meaning – Characteristics – Types

Motivation: Meaning – Maslow’s Theory.

Books Recommended

1. L.M.Prasad, Principles of Management
2. Sherlekar , S.A., Principles of Management ,Himalaya Publishing House, Mumbai
3. Dinkar Pagare, Business Management, Sultan Chand & Sons, New Delhi.

B.Com CA
Semester-IV

Hours per week 2
Credits 2

Non Major Elective –(NME 1)
CAPITAL MARKET OPERATIONS

Objective: To Provide fundamental knowledge about Stock Market Operations

UNIT – I Capital Market

Need and importance – Structure – Primary and Secondary market

UNIT – II New Issue Market

Functions – Methods of Issue.

UNIT – III Stock Market

Functions of Stock Exchanges.

UNIT – IV Listing of Securities

NSE – Procedures- Advantages of Listing – Screen Based Trading Settlement– Depository – Advantages-Depository Participants (DP)-Demat Accounts

UNIT – V SEBI

SEBI – Functions of SEBI-Investors’ protection in primary market

Books Recommended

- 1: V.A. Avadhani ,Indian Capital Market, ,,Himalaya Publishing House ,Mumbai
2. E.Gordon and K. Natarajan: Financial Markets and Institutions , Himalaya Publishing House , Mumbai.
- 3.B.Santhanam, Financial Services, Margham Publications, Chennai-17.
4. Preeti Singh: Investment Management, Himalaya Publishing House, Mumbai.
5. Punidhavathi Pandiyan: Security Analysis and Portfolio Management. Himalaya Publishing House, Mumbai

**B.Com CA
Semester-V**

**Hours per week 5
Credits 5**

**Core Course 7 (CC 7)
CORPORATE ACCOUNTING**

Objectives: To impart basic knowledge of corporate accounting- for issue of shares, debentures, preparation of final accounts of companies , banks accounting for amalgamation and holding companies

Unit I Accounting for Share Capital:

Shares-Types of shares- - Issue of shares at par , at a premium and at a discount- Forfeiture- Reissue- Valuation of Shares and Goodwill

Unit II Accounting for Debentures & Final Accounts.

Debentures –Types- Issue of debentures-for cash-for consideration other than cash -as collateral security-Redemption of debentures-Open market buying-Conversion-Sinking Fund method
Final accounts of companies (with simple adjustments- excluding managerial remuneration)-
Horizontal and Vertical formats

Unit III Amalgamation and Reconstruction

Amalgamation in the nature of purchase and merger (excluding inter company holding) – (Simple problems only) External reconstruction- Internal reconstruction

Unit IV Holding Company Accounts

Holding company accounts- Preparation of consolidated balance sheet(excluding cross holding and chain holding)

Unit V Accounts of Banking Companies. Purchase and Discounting of bills- Rebate on Bills discounted -Final accounts of banking companies – Profit and Loss Account and Balance Sheet- Schedule preparation for P&L A/C only-Classification of bank advance for determining Amount of Provision--Non Performing Assets.-Meaning and norms.

Books Recommended

1. Jain and Narang , Advanced corporate Accounting , Kalyani Publishers , Ludhiana
2. Reddy and Murthy, Corporate Accounting, Margham Publications, Chennai
3. Shukla and Grewal, Advanced Accounts, S.Chand and Co.New Delhi
4. Gupta R.L and Radhaswamy, Advanced Accounts, Sultan Chand and Sons, New Delhi
5. Tulsian p.c. Corporate Accounting Tata McGrawHill Publishing co., New Delhi

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Theory 12b) Problem 13a) Problem 13b) Problem 14a) Problem 14 b) Problem 15 a)Problem 15b) Problem	Questions 16 to 20 Problems only

**B.Com CA
Semester-V**

**Hours per week 5
Credits 5**

**Core Course 8(CC-8)
WEB DESIGNING**

Objective To make the students familiarize with the application of Web designing.

UNIT – I

World Wide web (WWW)- web Page- hypertext – HTML tags –Net surfing – Internet/Web browsing –Browser – Internet Addressing – IP Address Domain Name – Electronic Mail.

UNIT – II

Electronic mail (E-Mail) – E-Mail message – Customizing E- mail programs –Managing Mails – Zen of E- mailing – Address book – Signature feature – File attachment facility –Setting priority – Advantages and disadvantages of E- Mail.

UNIT – III

Links – Links to another web page – link within a web page – link to an image – link to a file – Email link – link to an FTP site – change link colors – create keyboard shortcuts- change the tab order – tables create a table – add a border – caption – column groups – row groups – color – back ground images.

UNIT – IV

Sounds and Videos – link to sound – sound considerations – embedded sound – extended video – video considerations – internal video.

UNIT – V

Introductions to frames – creating frames – frame considerations – provide alternative information – link to a frame – scroll bars resizing frames – frame borders – frame margins – nested framesets – inline frame.

Books Recommended

1. Alexis leon & Mathews Leon - Leon tech world Chennai.
2. Eric Kramer – HTML
3. Kamalesh N Agarwala, Amit Lal & Deeksha Agarwala – Business of the net.

**B.Com CA
Semester-V**

**Hours per week -5
Credits 4**

**Elective Course 1 (EC 1)
BANKING THEORY LAW AND PRACTICE**

Objective : To familiarize the students with the fundamentals of banking and the modern banking practices.

Unit I: Introduction

Banking -Overview of Indian banking system- -Commercial Banks-Functions/- -Types of deposits & lending- RBI and its functions – Methods of Credit Control

Unit II: Banker and Customer-

Definition- General and Special relationship-Banker's lien-Opening of an account in the name of individuals- Firms and Trusts- Joint stock companies-KYC Norms-Pass book.

Unit III: Crossing and Endorsement:

Negotiable Instruments- Promissory Notes- Bills of Exchange- Cheque- Definition and Features- Crossing and Endorsements-Need-Types and consequences.

Unit IV: Paying and collecting bankers

Rights and duties- statutory protection- dishonour of cheque- holder and holder in due course- payment in due course- recovery of money paid by mistake.

Unit V-Modern Banking Services –

Core banking-mobile banking- E-Banking, ATM cards, Debit cards and Credit cards- Electronic fund transfer, Electronic Clearing System- CTS System-Internet Banking

Books Recommended:

1. Gurusamy S Banking Theory, Law and Practice Vijay Nicole Imprints Pvt.Ltd. Chennai
2. Sundharam,K.P.M, and Varshney,P.N., Banking Theory , Law and Practice, Sultan chand and Sons, New Delhi-2.
3. Jeevanndam,C.Banking Theory, Law and Practice, Learntech Press, Tiruchi-2
4. Sundharam,S.M., Banking Theory, Law and Practice, Sri Meenakshi Publications, Karaikudi

U16CC10E

**B.Com CA
Semester-V**

**Hours per week 5
Credits 4**

**Elective Course 2 (EC 2)
E-COMMERCE**

Objective

To impart basic knowledge of the principles and practices of E- Commerce.

Unit I

Introduction to E-Commerce- Meaning-Development of E-Commerce – E-Commerce Framework-Types of E-Commerce

Unit II

Electronic mail (E-Mail) – Modern Business data communication system- Multimedia components – E-Commerce Market- E-Commerce security – E-Commerce Transactions

Unit III

Benefits of EDI – EDI Transmission – EDI modern application- EDI Architecture – EDI process – legal, security and privacy- EDI implementation – EDI envelops.

Unit IV

Internet service providers – functions of ISP – Profitability in internet – models – control- global information distribution network.

Unit V

Components of EPS – Importance of EPS – Dimensions of Digital tokens – Electronic cash- Smart card- Credit card.

Books Recommended

1. Dr. S.V. Srinivasa Vallaban : E-Commerce – Learn Tech Press, Trichy.
2. Ravi Calcutta and Andrew B Whinston. Frontiers of Electronic Commerce. Darling Kindersley India Pvt Ltd. 2006
3. Dr. C.S. Rayudu : E-Commerce and E-Business : Himalaya Publishing House – New Delhi. 2004.

**B.Com CA
Semester-V**

**Hours per week 5
Credits 5**

**Core Course 9 (CC 9)
FINANCIAL MANAGEMENT**

Objective: To familiarize the students with the fundamentals of financial management theory and practice.

Unit I: Introduction

Financial management- Objectives –Functions- Significance- Approaches-Financial decisions- Time value of money

Unit II: Cost of Capital-

Meaning and definition- Importance- cost of debt, preference share capital, equity share capital and retained earnings- Weighted average cost of capital(simple problems only)

Unit III: Financial Planning-

Objectives- Factors influencing financial planning- Long term sources of Finance - Capital structure-Features of a good capital structure-Determinants of Capital structure - EBIT-EPS Analysis – Leverages-Financial-Operating and Composite leverage-Significance

Unit IV: Working capital Management-

Need for working capital- Determinants-Estimation of working capital requirements - Management of Receivables-Credit policy-Credit standards

Unit V: Cash Management and Dividend

Cash management- Cash budget –Dividend-Types – Dividend policy-Determinants of dividend policy

Books Recommended

- 1.Pandey,I.M. Financial Management, Vikas Publishing House, New Delhi
- 2..Sharma and Gupta, Financial Management ,Kalyani Publications, Ludhiana
- 3..Ramachandran and Srinivasan, Financial Management, Sriram Publications, Tiruchi
- 4.Maheswari.S.N.Financial Management, Sultan Chand and Sons, New Delhi
- 5..Prasanna Chandra, Financial Mangement, Tata McGraw Hill,Mumbai

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Theory 13b) Problem 14a) Problem 14 b) Problem 15 a) Theory 15b) Problem	Questions 16 Theory Questions 17 to20 Problems

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**B.Com CA
Semester-V**

**Hours per week 2
Credits 2**

**Non-Major Elective II–(NMEC II)
PRINCIPLES OF ACCOUNTANCY**

Objective

To enable the students learn basic Principles of Accountancy and Preparation of Final Accounts of Sole Trader

UNIT – I

Definition of Accounting — Accounting Concepts and Conventions.-Double entry system-Rules –Advantages- Journal –Ledger-Trial Balance

UNIT – II

Subsidiary Books-Purchase day book- Sales day book- Cash book- Petty cash book

UNIT – III

Bank Reconciliation Statement .- Purpose - Preparation (simple problems only)

UNIT – IV

Depreciation accounting- Straight line method- Written Down Value method (simple problems only)

UNIT – V

Financial Accounts of Sole Trader – Adjustment and closing entries-(simple problems only)

Theory-20 Marks Problems- 55 Marks Total 75 Marks

Books Recommended

- 1.Arulanandam, Advanced Accountancy , Himalaya Publishing House,Mumbai
2. S.P. Jain and K.L. Narang, Advanced Accounting ,Kalyani Publishers, Ludhiana
- 3.R.L Gupta and V.K Gupta, Financial Accounting, Sultan Chand & Sons, New Delhi

B.Com CA
Semester-V

Hours per week 2
Credits 2

Non Major Elective II (NME II)
PERSONAL INVESTMENT MANAGEMENT

Unit I- Investment

Objectives of Investment- Principles- Types- Calculation of simple interest- Compound Interest.

Unit II- Bank Deposit

Types- Features- Advantages- Fixed Deposit- Savings Bank Account- Recurring deposit-Current Account.

Unit III- Post Office Investments and Company Bonds and Deposits

Post office investments-NSC,POTD, POSB,PPF, Features- Advantages- Company Debentures/Bonds- Company Fixed Deposit- Types-Features- Advantages.

Unit IV- Securities Market

Securities market- Primary Market- IPO- Book Building-Secondary Market- Stock Exchanges- Functions- Trading in Stock Exchanges- Advantages of investing in shares.

Unit V- Mutual Funds

Features of Mutual Funds investments –Types- Advantages.

Reference:

Web site: WWW.nseindia.com
WWW.bseindia.com

Books:

- 1.Banking, Theory and Law Practice-B.Santhanam, Margam Publication
- 2.Bhalla . V.K Investment Management, S.Chand &Co.New Delhi
3. Natarajan.L, Investment Management, Margham Publications, Chennai
- 4..Sulochana.M. Investment Management,Kalyani Publishers, New Delhi

**B.Com CA
Semester-VI**

**Hours per week 6
Credits 6**

**Core Course 10 (CC -10)
MANAGEMENT ACCOUNTING**

Objective: To enable the students get a clear understanding of the preparation of financial statements, reports budgets and analytical tools to satisfy managerial needs.

Unit I : Introduction

Management accounting— Definition -Objectives, Scope and Functions—Management accounting vs. Financial accounting—Financial statement analysis—Comparative statement—Common size statement—Trend analysis—Ratio analysis

Unit II : Fund Flow and Cash Flow Analysis

Meaning and concept of funds-procedure for preparing fund flow statement- Schedule of changes in working capital-Calculation of funds from operation-Statement of sources and application of funds-Cash flow statement –Classification of cash flow-Format-Preparation of cash flow statement.

Unit III : Marginal costing

Cost Volume Profit analysis—Break even analysis-Difference Between Absorption Costing and Marginal Costing—Application of marginal costing-Make or Buy Decision-Profit planning-Key Factor-Selection of Sales mix.

Unit IV : Budgeting

Budgetary control—Standard costing—Material and Labour variances only

Unit V : Capital budgeting

Importance—Evaluation of various capital expenditure proposals-Pay back- Accounting Rate of Return – Discounted cash flow methods

Books Recommended

1. S.N. Maheswari, Management Accounting ,Sultan Chand & Sons, New Delhi
2. Reddy & Murthy, Management Accounting, Margham Publications,Chennai-
- 3.. R.Ramachandran &R. Srinivasan, Management Accounting, Sriram Publications, Trichy.

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Theory 13b) Problem 14a) Theory 14 b) Problem 15 a)Problem 15b) Problem	Questions 16 to 20 Problems only

U16CC13TP

**B.Com CA
Semester-VI**

**Hours per week 6
Credits 6**

Core Course 11 (CC -11)

COMPUTERIZED ACCOUNTING

Theory 60 Marks (External 45 marks , Internal 15 marks)

Objective: To facilitate an understanding of the basic concepts of computerized accounting.

Unit I

Accounting packages- Computerized accounting – meaning and features – advantages and disadvantages – Computerized Vs Manual accounting – creating of company – grouping of accounts – creation accounts and inventory – entering transactions – vouchers – types- numbering – deleting and editing vouchers – opening and closing balances.

Unit II

Computerized accounting –computers and financial application, accounting software packages. An overview of computerized accounting system- salient features and significance, concept of grouping of accounts.

Unit III

Introduction to spreadsheet – entering and editing text, numbers and formula – inserting rows and columns – building worksheet creating and formatting charts application of financial and statistical function.

PRACTICAL 40 MARKS (External 30 marks ,Internal 10 marks)

Unit IV

Introduction to Tally. Company creation, Creation of Ledgers, Alteration and deletion of a Company, ledgers and Vouchers. Voucher Types: Receipts, Payments, contra, Purchases, sales and inventory.

Unit V

Preparation of Trial Balance, Profit and loss account, Balance Sheet, BRS, VAT, Sales and service tax. Excel Work sheet. Editing text, entering a statement, Mathematical operations.

Books Recommended

1. Krishnan N. Windows and Ms office 2000 with database concepts Scitech publications
2. Dr. Srinivasa vallabhan, Computer application in Business. Sultan chand and sons.
3. Computer Applications in Accounting software- P. Kasivairavan- Friend publications.

B.Com CA
Semester-VI

Hours per week 6
Credits 6

Core Course 12 (CC-12)
INCOME TAX LAW AND PRACTICE

Objective

To facilitate an understanding of the basic concepts and the computation of income

Unit I Introduction:

Basic concepts – Capital and revenue – Residential status- Incidence of Tax-Incomes exempt from tax- Agricultural income- Tax slabs-Return of Income –Self Assessment- Tax deduction at Source-Advance tax

Unit II Salary

Computation of income under the head Salaries- Basis of charge- Different forms of salary- Allowances- Perquisites and their valuation – Deduction from salary- Provident funds- Deductions under section 80C-Important 80 Subsections-Calculation of tax liability on salary income

Unit III House Property

Computation of income under the head Income from House property- Basis of charge- Determination of annual value- Income from let out property- Self occupied property- Deductions allowed

Unit IV Business & Profession

Computation of Profits and gains from business and profession- Basis of charge- Deductions –Valuation of stock

Unit V Capital Gains

Computation of income from capital gains- Basis of Charge- Computation of long term and short term capital gains- Exemptions- Computation of income from other sources-

Books Recommended

- 1.Reddy and Reddy , Income Tax Law and Practice, Margham Publications, Chennai
- 2.Mehrotra and Goyal ,Income Tax Law and Practice, Sahitya Bhavan, Agra
- 3.Vinod Singhania, Students guide to Income Tax, Taxmann Publications,New Delhi

Marks Scheme

Section A (2*10=20 Marks)	Section B (5*5= 25 Marks)	Section C(3*10=30Marks)
Questions 1 to 10 Theory Questions only	11a) Theory 11 b) Problem 12a) Problem 12b) Problem 13a) Problem 13b) Problem 14a) Problem 14 b) Problem 15 a) Theory 15b) Problem	Questions 16 to 20 Problems only

**B.Com CA
Semester-VI**

**Hours per week 6
Credits 6**

**Core Course 13 (CC 13)
AUDITING**

Objective

To impart knowledge pertaining to the basic aspects of auditing and its practices.

Unit I

Introduction – Definition of Audits – Objects of audit – Classification of audit – Internal audit – Periodical audit – Continuous audit – Interim audit – Balance sheet audit – Internal check – Internal control – Procedure of audit – Audit programme

Unit II

Vouching of Cash Transactions, Trading Transactions and Impersonal Ledgers – Valuation and Verification of Assets and Liabilities.

Unit III

Depreciation – Meaning – Causes – Methods – Auditors duties regarding depreciation – Reserves – Classification of reserves – Secret reserves – Auditors duties regarding secret reserves.

Unit IV

Audit of limited companies – share capital audit – share transfer audit – appointment, qualification rights, duties and liabilities of company auditors – audit reports.

Unit V

Investigation – divisible profit and dividend – Differentiate between Investigation and Auditing – Professional ethics – auditing of computerized accounting.

Books Recommended

1. Dingar Pagare, Principles and Practice of Auditing, Sultanchand & Sons, New Delhi
2. B.N.Tandon, S.Sudharsanam and S.Sundara Balu, Practical Auditing– S.Chand& Co., New Delhi
3. V.K.Batra and K.C.Bagarrta, Text book of Auditing– TataMc GrawHill, Noida
4. Jagadish Prakash, Auditing, Kalyani Publishers, Ludhiana
5. Sundar, K and Pari, K Practical Auditing Vijay Nicole Imprints Pvt.Ltd. Chennai

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**B.Com-CA
Semester-VI**

**Hours per week :5
Credits : 4**

**Elective Course (EC 3)
MANAGEMENT INFORMATION SYSTEM (MIS)**

Objective:: To equip the students with fundamentals of MIS

Unit I

Meaning of MIS - Characteristic - Features of MIS-Pre-requisites of an effective MIS-
MIS support to planning –Planning-Decision.

UNIT II

System concept - System Environment-System Types – Sub Systems-Characteristics of
system-Modelling systems.

UNIT III:

INPUT: Keyboard-Mouse-Mouse pad- Trackball-Joystick-Digitizing tablet - Scanners-
Magnetic ink character recognition (MICR)-OUTPUT: Monitors-Printers-Plotter.

UNIT IV:

Data Management-The Database Management Solution-Using Database Management
Systems-Types of databases-Benefits and Limitations of database management-
Evaluation of database structures-Database Development.

UNIT V:

Financial Information System-Source of Financial Information-Accounting Information
System-Marketing Information Systems-Computer-Aided Engineering-Process Control.

Text Books Recommended:

1. Dr.S.P.Rajagopalan, Management Information System-Margham Publishing
2. Gordon B.Davis & Margrwthe H.Olsan, "Management Information System".Mcgraw Hill Publishing.
3. Aman Jindal,"Management Information System,Kalayani Publishing.

**B.Com CA
Semester-I**

**Hours per week -5
Credits 3**

Allied Course II(AC 1)

PC-PACKAGE

Theory 60 Marks (External 45 marks, Internal 15 Marks)

Practical : 40 Marks (External 30 marks, Internal 10 marks)

Objectives: To provide basics of office automation software to develop skills in preparing office letters, tables, graphical representations and data entry.

Unit I : Introduction to Computers-Definition-Characteristics of Computers-Areas of Application-I.P.O Cycle-Components of Computer Memory and Control Units-Input and Output devices-Hardware and Software-Operating Systems.

Unit II : Word-Creating Word Documents-Creating Business Letters using Wizards-Editing Word Documents-Inserting Objects-Formatting documents-Spelling and Grammar check-Word count, Thesaurus, Auto Correct-Working with tables-Saving, Opening and closing documents-Mail Merge.

Unit III : MS-Excel-Introduction to Spread Sheets-Entering and Editing text, Numbers and formula-Inserting rows and Columns – Building Worksheets-Creating and formatting charts-Application of Financial and Statistical functions-MS power point creating a simple presentation-Creating inserting and deleting slides- Saving a Presentation.

Practical

Unit IV: Word - Preparation of Bio-data – creating Greetings – Bullets and Numbering – Tables – Mail merge.

Unit V: Excel – Entering information in Worksheet – sum functions – Mark list – Align data cells – PowerPoint – Simple presentations – creating slide show – Animation.

Books Recommended

1. Microsoft Office for Windows - E.D.Jonesan Derek- Sutton Publication.
2. MS Office 2000 - Sanjay Saxena - Vikas Publishing House.
3. Computer Application in Business- S.V.Srinivasa Vallabhan. Sultan Chand and Sons ,New Delhi.
4. Computer Application In Business – TD Malhotra, Kalyani Publications.
5. Software for Windos made Simple – Taxali, Tata Mc Graw Hill Publishing company ltd.,

**B.Com CA
Semester-I**

**Hours per week 5
Credits 3**

Allied Course II(AC 1)

PC-PACKAGE

Practical : 40 Marks (External 30 marks, Internal 10 marks)

MS Word

Word - Preparation of Bio-data – creating Greetings – Bullets and Numbering – Tables – Mail merge.

Ms Excel

Excel – Entering information in Worksheet – sum functions – Mark list – Align data cells – PowerPoint – Simple presentations – creating slide show – Animation.

**B.Com CA
Semester-II**

**Hours per week -6
Credits 3**

Allied Course 2(AC 2)

INTERNET AND ITS APPLICATION
Theory 60 Marks (External 45 marks, Internal 15 marks)

Objective: To facilitate an understanding of internet and how to apply in business.

Unit I :

Page maker – Menu, File, Edit, Utilities, layout, Story, Type, Element, Window-Working with Page column – Indent.

Unit II :

Photoshop – Photoshop screen – Using the Toolbox – Document Sizes – Saving and Loading custom setting – Opening and saving files –Images –Layers - Layer styles.

Unit III:

Introduction to Internet – A brief history of Internet – use of Internet – Connections to the internet – web pages – Web pages come from the Web server – web sites – Normal modem - ISDN, ADSL, CABLE Modems.

Unit IV:

Internet service providers – Dialer Programs and Internet programs – Internet Explorer – Netscape – Frames, several Web pages at one – Several windows simultaneously – Printing.

Unit V:

E-Mail and Voice mail – creating e-mail address – Meaning of Net Meeting and Chatting – Tool bar.

Books recommended

1. The Internet Instance reference – Paul E, Hoffman, BPB Publications.
2. Internet for Everyone – Alexix Leon Mathews, leon tech World, UBS Publications.
3. Computer Application in Business (Access Only)- S.V.Srinivasa Vallabhan. Sultan Chand and Sons ,New Delhi.
4. Photoshop 6 in easy steps – Robert Shuffle botham, Dreamtech Press.
5. Page maker 6.5 Vishnu Priya Singh, Meenakshi Singh, Asian publications ltd.

INTERNET AND ITS APPLICATION
PRACTICAL 40 Marks (External 30 marks, Internal 10 marks)

PAGE MAKER

Typing a Bio-Data
Designing a Visiting Card
Advertisement notice

PHOTOSHOP

Changing the Resolution
Cropping, Rotating
Selected Portions many
Multiple layer of Image

INTERNET

Creating of E-Mail account.
Browsing search E-mail.
Visiting Business Place and Tourism.
Chatting in Yahoo Messenger and E- Mail.

U16ACC3TP

**B.Com CA
Semester-II**

**Hours per week -5
Credits 3**

Allied Course 3(AC 3)

PROGRAMMING IN C

Theory 60 Marks (External 45 Marks, Internal 15 marks)

Objectives: To enable students gain knowledge of Structure of C programming

Unit I:

Evolution and Applications of C – structure of a C program –Data Types –Declarations – Operators – Expressions.

Unit II:

Control Statements- IF, ELSE-IF, SWITCH, WHILE, DOWHILE, FOR

Unit III.

Functions- Defining and Accessing arguments – recursive functions – storage classes.

PRACTICAL 40 MARKS (External 30 marks, internal 10 marks)

Unit IV:

Adding two numbers (all cases) – ascending and Descending order of numbers using arrays (use it to find largest and smallest numbers)

Unit V:

Sorting of names in Alphabetical order – Matrix Operations (Addition, subtraction and Multiplication – use functions).

Books Recommended

- 1.Programming in C –E. Balagurusamy – Tata McGrew Hill.
- 2.Programming with C- Byron S. Gottfried – Schaums outline series –Tata McGraw Hill
- 3.The Sprit of C- Mullish Cooper – Schaum outline serious – Tata McGraw hill
- 4.A First course in programming with C – T. jeyapooan, Vikas Publishing House..

**B.Com CA
Semester-III**

**Hours per week 5
Credits 3**

**Allied Course - 4(AC 4)
PROGRAMMING IN C++ (Theory & Practical)
Theory 60 marks (External 45 marks, Internal 15 marks)**

Objective: To equip students with good knowledge of object oriented programming concepts using C++.

UNIT-I:

Introduction to OOPS- Characteristics of Object Oriented languages – Benefits of OOPS – Symbolic constants – Variables – Data Types – Control Structures – Operators.

UNIT-II:

Structure of class- Declaration of class Defining Member function – Single Inheritance – multiple Inheritance – Arrays – Functions – Recursive Function- Inline Function.

UNIT-III:

Constructors – Copy constructor – Destructors – Call by reference – Return by Reference – Friend and Virtual Functions

UNIT-IV:

Declaration and Initialization of pointers – Arrays of Pointers – Pointers and strings – Pointers to pointers – Function overloading – operator overloading.

UNIT-V:

Polymorphism – File processing – Create, opening and Closing files – Classes and file operations – Structure and file operations.

Books Recommended

1. Programming in C++ (3rd edition) – Balagurusamy.
2. Programming with C++ (3rd Edition) D. Ravichandran.

Reference Books:

1. Robert Lafore – Object oriented C++ programming ., Galgotia Publications.
Unit I: Chapter:- 1.4,1.5,1.6,3.5,3.8,3.10,3.13,3.24.
Unit II: chapter:- 4.2,4.6,5.2,5.4,5.9,8.3,8.5.
Unit III Chapter:-4.4, 4.5, 4.10, 6.2, 6.7, 6.11
Unit IV Chapter:- 8.1,8.7,8.8,8.9,13.1,13.2.
Unit V Chapter:- 14.1,16.1,16.5,16.6.
2. E. Balagurusamy ,Object oriented Programming C++, 3rd Edition.
Unit I,II and III.

3. D. Ravichandran, Programming with C++, 3rd edition
Unit IV & V.

PROGRAMMING C ++ (Practical)

Practical 40 Marks (External 30 marks, Internal 10 Marks.)

1. **Write a C++ program Using Arithmetic operators.**
2. **Write a C++ program to find length, breadth and height using classes and objects.**
3. **Write a C++ Program to calculate prime Number using constructor.**
4. **Write a C++ program to find largest element of an Array.**
5. **Write a C++ program to read file operation.**

**B.Com CA
Semester-III**

**Hours per week 5
Credits 3**

**Allied Course 5(AC 5)
COMMERCIAL LAW**

Objectives: To familiarize the students with the basics of common business laws.

Unit I Nature of Contract

Introduction—Meaning and definition of law—Sources of law—Definition and Nature of contracts—Offer and acceptance—Consideration

Unit II

Capacity of parties--Free consent—Legality of object—Agreement not declared void—Contingent contracts

Unit III Performance & Discharge

Performance of contracts--Discharge of contracts—Remedies for breach of contract—Quasi contracts

Unit IV Contract of Indemnity, Guarantee & Agency

Indemnity and Guarantee—Bailment and Pledge—Contract of agency

Unit V Sale of Goods.

Sale of Goods Act-File Description- Important Sections.

Books Recommended

- 1 N.D. Kapoor, Business law ,Sultan Chand & sons, New Delhi
- 2 Chawla and Garg, Commercial Law ,Kalyani Publishers, Ludiana
3. Tulsian, Business Law ,Tata McGraw Hill Co, New Delhi

**B.Com CA
Semester-IV**

**Hours per week 5
Credits 3**

**Allied Course 6 (AC 6)
DATABASE MANAGEMENT SYSTEM**

Objective: To provide basic knowledge of DBMS Using SQL (Structured Query Language).

Unit I:

Introductaion – Database system applications-purpose of database system- View of Data- Database language –Relational Database-Database Design – Object based and semi structured Databases.

Unit II:

Data storage and Querying Transaction Management – Data mining and analysis – Database Architecture – Database users and administrators – History of Database systems.

Unit III.:

Relational Model- structure of relational database – fundamentals relational – algebra operations, Additional Relational – Algebra operations – Extended relational – Algebra operations Null values – Modification of the database.

Unit IV:

SQL- Data definition – Base structure of SQL Queries – Set operations – Aggregate functions – NULL values – nested sub queries.

Unit V:

Database design and the E-R model- overview of the Design process – The Entity – Relational ship model – constraints – Entity – relational ship diagram- Entity – Relationship design issues.

Books Recommended

1. Data System Concepts, fifth edition , Abraham Silberschatz Henry F. Korth, S. Sudarshan McGraw Hill – 2005

Reference book.

1. Fundamentals of Database System -3rd Edition –Ramew Elmasri – shamkant B. Navathe –Addison Wesley Longman Pvt. Ltd.
2. Database management System- Alexis Icon and Matheews Leon – Vikas Publishing House Pvt. Ltd.,
Unit I ; Chapter : 1.1,1.2,1.3,1.4,1.5,1.6
Unit II Chapter: 1.8,1.9,1.10,1.11,1.12,1.13.
Unit III Chapter : 2.1,2.2,2.3,2.4,2.5,2.6.
Unit IV Chapter : 3.2,3.3,3.4,3.5,3.6,3.7.
Unit IV Chapter : 6.1,6.2,6.3,6.4,6.5.

**B.Com CA
Semester-II**

**Hours per week -2
Credits 2**

SBE: 1 Elements of Marketing

Unit I

Definition and meaning of marketing- Marketing and selling – Marketing functions- Buying – Transportation – Ware housing – Standardization – Grading – Packaging.

Unit II

Buyer's behaviour – Buying motive – Market segmentation – Market strategies – Product development, introduction of new product- branding- packing, brand loyalty-product life cycle.

Unit III

Pricing methods and strategies – Physical Distribution – Whole seller and retailer – Services rendered by them.

Unit IV

Promotional methods – Advertising – Publicity – Personal selling – Sales promotion.

Unit V

Marketing Research – Importance of marketing decision – Interactive marketing – Use of internet- On line action.

Text Books Recommended

1. Marketing by Rajan Nair- Sultan Chand Company
2. Marketing Management by Sherlekar

**B.Com CA
Semester-III**

**Hours per week 2
Credits 2**

SBE 2: OFFICE MANAGEMENT

Unit I

Office Management – Meaning – Elements of Office Management – Functions of Office Management

Unit II

Office organization – Definition, Characteristics and steps- Types of organization – functions of an office administrator.

Unit III

Office record management – Importance – Filing essentials – Classification and arrangements of files – Modern methods of filing – Modern filing devices.

Unit IV

Office communication – Correspondence and report writing - Meaning of office communication and mailing

Unit V

Form letters – Meaning, Principles and factors to be considered in designing office forms – Types of report writing .

Text Books recommended

1. Fundamentals of Office management: J.P. Mahajan
2. Office Management : S.P. Arora
3. Office Management : RSN Pillai and Bagavathi

**B.Com CA
Semester-III**

**Hours per week 2
Credits 2**

SBE 3: RETAIL MANAGEMENT

Unit I

Retail Management – Process – Retail Marketing segmentation – Key retail segments

Unit II

Strategic planning in retailing – Financial strategy in retailing – Retail strategic profit model

Unit III

Inventory management in retailing – Material Handling – Principles and purpose of material handling – symptoms of poor material handling

Unit IV

Stores lay out and design – Objectives – Factors – Display

Unit V

Retail formats – Store based retail format- Non Store Board Retail Format – other emerging retail formats

Text Books Recommended

1. Retail Management : Dr. Harjit Singh S Chand and Co.
2. Retail Management : Balraj Tuli Srivatsava
3. Retail Marketing : Dr.L. Natarajan – Marghum
4. Retail Management: Ansuya Angadi – S.Chand and Co.

SEMESTER – I

COURSE CODE: U16ES

PART – IV: ENVIRONMENTAL STUDIES

HOURS: 2

CREDITS: 2

UNIT I:

Environment and Natural Resources: Definition, scope, importance of Environmental Studies - Need for public awareness. Natural resources — classification - Associated problems a) Forest resources: Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people. b) Water resources: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems. c) Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources, case studies. d) Food resources: World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies. e) Energy resources: Growing energy needs, renewable and non renewable energy sources, use of alternate energy sources. Case studies f) Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification • Role of an individual in conservation of natural resources • Equitable use of resources for sustainable lifestyles.

UNIT II:

Ecosystems • Concept of an ecosystem • Structure and function of an ecosystem • Producers, consumers and decomposers • Energy flow in the ecosystem • Ecological succession • Food chains, food webs and ecological pyramids • Introduction, types, characteristic features, structure and function of the following ecosystem: a. Forest ecosystem b. Grassland ecosystem c. Desert ecosystem d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries)

UNIT III:

Biodiversity and its conservation • Introduction — Definition: genetic, species and ecosystem diversity • Biogeographical classification of India • Value of biodiversity: consumptive use, productive use, social, ethical, aesthetic and option values • Biodiversity at global, National and local levels • India as a mega-diversity nation • Hot-spots of biodiversity • Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts • Endangered and endemic species of India • Conservation of biodiversity In-situ and Ex-situ conservation of biodiversity

UNIT IV:

Environmental Pollution Definition • Cause, effects and control measures of a. Air pollution b. Water pollution c. Soil pollution d. Marine pollution e. Noise pollution f. Thermal pollution g. Nuclear hazards • Solid waste Management : Causes, effects and control measures of urban and industrial wastes • Role of an individual in prevention of pollution • Pollution case studies • Disaster management floods, earthquake, cyclone and landslides.

UNIT V:

Social Issues and the Environment • From Unsustainable to Sustainable development • Urban problems related to energy • Water conservation, rain water harvesting, watershed management • Resettlement and rehabilitation of people; its problems and concerns. Case Studies • Environmental ethics: Issues and possible solutions. • Climate change, global warming, acid rain,

ozone layer depletion, nuclear accidents and holocaust. Case Studies • Wasteland reclamation • Consumerism and waste products • Environment Protection Act. • Air (Prevention and Control of Pollution) Act. • Water (Prevention and control of Pollution) Act • Wildlife Protection Act • Forest Conservation Act • Issues involved in enforcement of environmental legislation. • Public awareness.

TEXTBOOKS

1. Ekambaranatha Ayyar.M. and T.N. Ananthkrishnan, 1992. Manual of Zoology Vol. 1 [Invertebrata], parts I and II.S. Viswanathan (Printers and Publishers) Pvt. Ltd; Madras.
2. Agarwal, K.C. 2001 Environmental Biology, Nidi Pubi. Ltd. Bikaner.
3. Sharucha Erach, The Biodiversity of India, Mapin Publishing Pvt. Ltd., Ahmedabad.
4. Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc.
5. Clark R.S., Marine Pollution, Clanderson Press Oxford (TB)
6. Cunningham, W.P. Cooper, T.H. Gorhani, E & Hepworth, M.T. 2001, Environmental Encyclopedia, Jaico Publ. House, Mumbai,
7. De A.K., Environmental Chemistry, Wiley Eastern Ltd.
8. Down to Earth, Centre for Science and Environment (R)
9. Gleick, H.P. 1993. Water in crisis, Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute Oxford Univ. Press.
10. Hawkins R.E., Encyclopedia of Indian Natural History, Bombay Natural History Society, Bombay (R)
11. Heywood, V.H & Waston, R.T. 1995. Global Biodiversity Assessment. Cambridge Univ. Press
12. Jadhav, H & Bhosale, V.M. 1995. Environmental Protection and Laws. Himalaya Pub. House, Delhi.
13. Mckinney, M.L. & School, R.M. 1996. Environmental Science systems & Solutions, Web enhanced edition.
14. Mhaskar A.K., Matter Hazardous, Techno-Science Publication (TB)
15. Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co. (TB)
16. Odum, E.P. 1971. Fundamentals of Ecology. W.B. Saunders Co. USA.
17. Rao M N. & Datta, A.K. 1987. Waste Water treatment. Oxford & IBH Pubi. Co. Pvt. Ltd.
18. Sharma B.K., 2001. Environmental Chemistry. Geol Pubi. House, Meerut
19. Survey of the Environment, The Hindu (M)
20. Townsend C., Harper J, and Michael Begon, Essentials of Ecology, Blackwell Science (TB)

21. Trivedi R.K., Handbook of Environmental Laws, Rules Guidelines, Compliances and Standards, Vol I and II, Enviro Media (R)
22. Wanger K.D., 1998 Environmental Management. W.B. Saunders Co. Philadelphia, USA
(M) Magazine (R) Reference (TB) Textbook

SEMESTER – IV

COURSE CODE: U16VE

PART – IV: VALUE EDUCATION

HOURS: 1

CREDITS: 2

UNIT I:

PHILOSOPHY OF LIFE Human Life on Earth (Kural 629), Purpose of Life (Kural 46) Meaning and Philosophy of Life(Kural 131, 226) The Law of Nature (Kural 374) Glorifying All form of Life in this Universe (Kural 322, 327) – Protecting Nature /Universe (Kural 16, 20, 1038)

UNIT II:

INDIVIDUAL QUALITIES Basic Culture (Kural 72, 431) Thought Analysis (Kural 282, 467, 666) Regulating desire (Kural 367), Guarding against anger (Kural 158, 305, 306, 314), To get rid of Anxiety (Kural 629), The Rewards of Blessing (Kural 3), Benevolence of Friendship (Kural 786), Love and Charity (Kural 76), Self – tranquility/Peace (Kural 318)

UNIT III:

SOCIAL VALUES (INDIVIDUAL AND SOCIAL WELFARE) Family (Kural 45), Peace in Family (Kural 1025), Society (Kural 446), The Law of Life (Kural 952), Brotherhood (Kural 807) , The Pride of Womanhood (Kural 56) Five responsibilities/duties of Man : a) to himself, b) to his family, c) to his environment, d) to his society, e) to the Universe in his lives (Kural 43, 981), Thriftiness (Thrift)/Economics (Kural 754), Health (Kural 298), Education (Kural 400), Governance (Kural 691), People’s responsibility/ duties of the community (Kural 37), World peace (Kural 572)

UNIT IV:

MIND CULTURE Mind Culture (Kural 457) Life and Mind - Bio - magnetism, Universal Magnetism (God – Realization and Self Realization) - Genetic Centre – Thought Action – Short term Memory – Expansiveness – Thought – Waves, Channelising the Mind, Stages - Meditation (Kural 261, 266, 270), Spiritual Value (Kural 423)

UNIT V:

TENDING PERSONAL HEALTH Structure of the body, the three forces of the body, life body relation, natural causes and unnatural causes for diseases (Kural 941), Methods in Curing diseases (Kural 948, 949) The Five units, simple physical exercises.

TEXTBOOKS

1. Philosophy of Universal Magnetism (Bio-magnetism, Universal Magnetism) The World Community Service Centre Vethatri Publications (for Unit IV)
2. Pope, G.U., Dr. Rev., Thirukkural with English Translation, Uma Publication, 156, Serfoji Nagar, Medical College Road, Thanjavur 613004 (for All Units)
3. Value Education for Health, Happiness and Harmony, The World Community Service Centre Vethatri Publications (for All Units)

SEMESTER – V

COURSE CODE: U16SS

PART – IV: SOFT SKILLS

HOURS: 2

CREDITS: 2

UNIT I:

Know Thyself / Understanding Self Introduction to soft skills self discovery – Developing positive attitude – Improving perceptions – Forming values.

UNIT II:

Interpersonal Skills/ Understanding Others Developing interpersonal relationship –Team building –group dynamics –Net working- Improved work relationship

UNIT III:

Communication Skills/ Communication with others Art of Listening –Art of reading –Art of speaking –Art of writing –Art of writing emails-e mail etiquette

UNIT IV:

Corporate Skills/ Working with Others Developing body language –Practising etiquette and mannerism – Time management – Stress management.

UNIT V:

Selling Self/ Job Hunting Writing resume /cv-interview skills – Group discussion –Mock interview Mock GD –Goal setting –Career planning

TEXT BOOKS

1. Meena. K and V.Ayothi (2013) A Book on Development of Soft Skills (Soft Skills: A Road Map to Success) P.R. Publishers & Distributors, No, B-20 &21, V.M.M Complex, Chatiram Bus Stand, Tiruchirapalli -620 002. (Phone No: 0431-2702824: Mobile No: 94433 70597, 98430 7442) Alex K. (2012)
2. Soft Skills – Know Yourself & Know the World, S.Chand & Company LTD, Ram Nagar, New Delhi - 110 055. Mobile No: 94425 14814(Dr.K.Alex)

REFERENCE BOOKS

1. Developing the leader within you John C Maxwell
2. Good to Great by Jim Collins
3. The Seven habits of highly effective people Stephen Covey
4. Emotional Intelligence Daniel Goleman
5. You can Win Shive Khera

Principle centred leadership Stephen Covey

SEMESTER – VI

COURSE CODE: U16GS

PART – V: GENDER STUDIES

HOURS: 1

CREDITS: 1

UNIT I:

Concepts of Gender: Sex-Gender-Biological Determinism- Patriarchy- Feminism -Gender Discrimination -Gender Division of Labour -Gender Stereotyping-Gender Sensitivity - Gender Equity —Equality-Gender Mainstreaming Empowerment

UNIT II:

Women's Studies Vs Gender Studies: UGC's Guidelines - VII to XI Plans- Gender Studies: Beijing Conference and CEDAW-Exclusiveness and Inclusiveness.

UNIT III:

Areas of Gender Discrimination: Family Sex Ratio-Literacy -Health -Governance Religion Work Vs Employment- Market - Media - Politics Law Domestic Violence — Sexual Harassment — State Policies and Planning

UNIT IV:

Women Development and Gender Empowerment: Initiatives International Women's Decade - International Women's Year - National Policy for Empowerment of Women - Women Empowerment Year 2001- Mainstreaming Global Policies.

UNIT V:

Women's Movements and Safeguarding Mechanism:— In India National / State Commission for Women (NCW) - All Women Police Station Family Court- Domestic Violence Act - Prevention of Sexual Harassment at Work Place Supreme Court Guidelines - Maternity Benefit Act - PNDT Act - Hindu Succession Act 2003 Eve Teasing Prevention Act - Self Help Groups 73 and 74 Amendment for PRIS.

TEXTBOOKS

1. Bhasin Kamala, Understanding Gender: Gender Basics, New Delhi: Women Unlimited 2004
2. Bhasin Kamala, Exploring Masculinity: Gender Basics, New Delhi: Women Unlimited, 2004
3. Bhasin Kamala, What is Patriarchy? : Gender Basics, New Delhi: Women Unlimited, 1993
4. Pernau Margrit Ahmad Imtiaz, Reifeld Hermut (ed.) Family and Gender: Changing Values in Germany and India, New Delhi: Sage Publications, 2003
5. Agarwal Bina, Humphries Jane and Robeyns Ingrid (ed.)
6. Capabilities, Freedom, and Equality: Amartya Sen's Work from a Gender Perspective, New Delhi: Oxford University Press, 2006
7. Rajadurai.S.V, Geetha.V, Themes in Caste Gender and Religion, Tiruchirappalli: Bharathidasan University, 2007 Misra Geetanjali, Chandiramani Radhika (ed.,)

8. Sexuality, Gender and Rights: Exploring Theory and Practice in South and Southeast Asia, New Delhi: Sage Publication, 2005 Rao Anupama (ed.)
9. Gender & Caste: Issues in Contemporary Indian Feminism, New Delhi: Kali for Women, 2003
10. Saha Chandana, Gender Equity and Gender Equality: Study of Girl Child in Rajasthan, Jaipur: Rawat Publications, 2003
11. Krishna Sumi,(ed.) Livelihood and Gender Equity in Community Resource Management New Delhi: Sage Publication, 2004
12. Wharton .S Amy, The Sociology of Gender: An Introduction to Theory and Research, USA: Blackwell Publishing, 2005.
13. Mohanty Manoranjan (ed.) Class, Caste, Gender: Readings in Indian Government and Politics- 5, New Delhi: Sage Publications, 2004.
14. Arya Sadhna, Women, Gender Equality and the State, New Delhi: Deep & Deep Publications, 2000.

