

PT. MOHAN LAL SD COLLEGE FOR WOMEN, GURDASPUR

1.3.1. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

SR. NO.	ISSUES	COURSE
1.	Gender	B.A. (Sociology), B.A. (Political Science), B.A.(Languages)
2.	Human Values	B.A. (Political Science), B.A.(Psychology), B.A.(Sociology) Compulsory subject (Drug Abuse) in curriculum for First year of all courses
3.	Professional Ethics	B. Com
4.	Environment And Sustainability	Compulsory subject (EVS) in curriculum for second year of all courses i.e., B.A, B. Sc (M), B. Sc (NM), B. Sc (Eco.), B. Sc (Comp. Sci.), B. Sc (F.D), B. Com, BCA
5.	National Integration, Stress Management, National Movement, Human Rights, Fundamental Duties and SVEEP programmes	B.A. (History), B.A.(Psychology), B.A. (Political Science)


Principal
Pt. Mohan Lal S.D. College
for Women, Gurdaspur

ACULTY OF ECONOMICS & BUSINESS

SYLLABUS FOR THE BATCH FROM YEAR 2022 TO YEAR 2025

**Bachelor of Commerce (B.Com.)
(Pass & Hons.)
(Semester: I–VI)**



GURUNANAKDEVUNIVERSITY
AMRITSAR

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- (ii) Subject to change in the syllabi at any time.
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B.COM (PASS & HONS.) (SEMESTER-I)
Syllabus for batch from year 2022 to year 2025

BCG-104: BUSINESS ORGANISATION

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Business: Meaning and types – profession – meaning and importance of business organization.
Social Responsibilities of Business – Business Ethics.

SECTION-B

Forum of Business organization – sole trader – partnership – joint Hindu family – joint stock companies – co-operative societies – public utilities and public enterprises.
Public Sector vs. Private sector

SECTION-C

Location of industry – factors influencing location – size of industry – optimum firm – advantages of large – scale operation – limitation of small scale operation – Industrial estates – District Industries Centres.

SECTION-D

Stock Exchange – Function – Types – Working – Regulation of Stock Exchange in India.
Business Combination – Causes – Types – Effects of Combination in India.
Trade association – Chamber of commerce – Function – Objectives Working in – India.

Suggested Readings:

1. Bhusan, Y.K. “*Fundamentals of Business Organisation and Management*”, 1980, Sultan Chand & Sons, New Delhi.
 2. Tulsian, P.C. and Pandey V., “*Business Organisation and Management*”, 2009, Pearson Education, New Delhi
 3. Talloo, T.J., “*Business Organisation and Management*”, 2008, Tata McGraw Hill Company, New Delhi
 4. Basu, C.R., “*Business Organisation and Management*”, 2010, Tata McGraw Hill Company, New Delhi
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BCG-105: BUSINESS COMMUNICATION**Time: 3 Hours****Max. Marks: 50****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Business Communication – Meaning & Importance, Communication Purpose, Process, Elements, Barriers to Communication and Conditions for Successful Communication. Forms of Communication, Basic Models of Communication, 7C's of Effective Business Communication. Organizational Communication: Importance of Communication in Management, Formal and Informal Communication, Internal and external communication

SECTION-B

Presentation Skills: Presentation on any Chosen Topic, Oral Presentations, Principles of Oral Presentations, Factors affecting presentations. Business Etiquette: Understanding Etiquette, Cross-Cultural Etiquette, Business manners. Business to Business Etiquette.

SECTION-C

Internal Correspondence: Memos, Circulars, Notices, Office Orders Correspondence with banks– Regarding overdrafts, Cash credits, Loans; Drafting of sales letters, Circulars, Preparation of sales reports, Customers' Correspondence– Complaints, Regarding dues, follow up letters

SECTION-D

Secretarial Correspondence: Correspondence with shareholders, debenture holders regarding dividend, interest, transfer–transmission. Communicating with statutory authorities and bodies like Stock exchange, RBI, SEBI Preparation of Resume, Job application, Drafting of interview letters, Call letters, Final appointment orders.

Suggested Readings:

1. Taylor, S. and Chandra, V., "*Communication for Business: A Practical Approach*", Fourth Edition, 2011, Pearson Education.
2. Bovee, C. and Thill, J., "*Business Communication Today*", 2011, Prentice Hall.
3. Sethi, A and Adhikari, B. "*Business Communication*", 2009, McGraw Hill Education.
4. Kaul, A., "*Business Communication*", 2004, Prentice Hall of India, New Delhi.
5. Dulek, R. and Fielden, J., "*Principles of Business Communication*", 1990,

BCG-304: COMPANY LAWS

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction: Characteristics of a company, concept of lifting of corporate veil. Types of companies, association not for profit, illegal association.

Formation of company – Promoters, their legal position, pre-incorporation contract and provisional contracts.

Documents –Memorandum of Association, Articles of Association, Doctrine of Constructive Notice and Indoor Management, Prospectus and Book Building.

SECTION-B

Share Capital – issue, allotment and forfeiture of share, demat of share, transmission of shares, buyback.

Members and shareholder –their rights and duties. Shareholders meetings, kinds, convening and conduct of meetings

SECTION-C

Management –Directors, classification of directors, dis-qualifications, appointment, legal position, powers and duties, disclosures of interest, removal of directors, board meetings, other managerial personnel and remuneration.

Winding up – concept and modes of winding up

SECTION-D

Emerging Issues in Company Law: One Person Company (OPC), Small Company, Postal Ballot, Small Shareholders on Board, Director Identity Number (DIN), Corporate Identity Number (CIN), MCA-21, Online Filing of Documents, Online Registration of Company, National Company Law Tribunal (NCLT), Limited Liability Partnership (LLP), Insider Trading, Rating Agencies, Producer Company – concept and formation.

Suggested Readings:

1. Sharma J. P, “*An Easy Approach to Corporate Laws*”, 2010, Ane Books Pvt Ltd, New Delhi.
2. Puliani R. and Puliani, M., “*Bharat’s Manual of Companies Act and Corporate Laws*”, 2011, Bharat Law House, New Delhi.
3. Ramaiya, A., “*A Ramaiya’s Guide to Companies Act*”, 17th Edition, 2011, Lexis Nexis Butterworths Wadhwa, Nagpur.
4. Kannal, S., & V.S. Sowrirajan, “*Company Law Procedure*”, Taxman’s Allied Services (P) Ltd., New Delhi (Latest Edn).
5. Singh, Harpal, “*Indian Company Law*”, Galgotia Publishing, Delhi.

Note: Latest edition of text book may be used.

BCG-405: PRINCIPLES AND PRACTICES OF BANKING AND INSURANCE**Time: 3 Hours****Max. Marks: 50****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Banks: Their types and functions, Management and organizational set up of commercial banks, Impact of Banking reforms on organizational structure of banks (with SBI as model), Management of deposits, Advances and loans in commercial banks. Central Bank-their role, objectives and functions Reserve Bank of India and its monetary policy since 1951. Present structure of commercial banking in India. State Bank of India.

SECTION-B

Reforms and Indian Banking. Structure, Organisation and regulation of Indian Money Market and Capital Market. Introduction to mutual Funds. Introduction to merchant banking. Introduction to Asset Liability Management.

E-Banking. Electronic Transfer of Funds, Internet Banking.
Financial Inclusion-Concept & Importance

SECTION-C

Insurance: Concept, Principles and Its relevance in developing country like India. Attitude towards the insurance cover.

Life Insurance: Nature & use of Life Insurance – distinguishing characteristics of life insurance contracts

SECTION-D

Origin and growth of non-life insurance: Salient features of insurance Act & IRDA Act. Features of some policies of life insurance & general insurance. Progress in privatization of insurance sector.

Suggested Readings:

1. Neelam C Gulati, 'Banking and Insurance: Principles & Practices', Excel Books
2. Indian Institute of Banking and Finance, 'Principles and Practices of Banking, Mcmillan Education.
3. Jyotsna Bhatia and Nishwan Sethi, 'Elements of Banking and Insurance', PHI
4. S.S. Kundu, 'Principles of Insurance and Banking',

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B.COM (PASS & HONS.) (SEMESTER-VI)
Syllabus for batch from year 2022 to year 2025
BCG-604: CORPORATE GOVERNANCE

Time: 3 Hours

Max.Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Ethics in Business: Concept of Business Ethics. Corporate Code of Ethics: Environment, Accountability, Responsibility, Leadership, Diversity, Discrimination.

Principles of Business Ethics, Characteristics of Ethical Organisation, Theories of Business Ethics, Globalization and Business Ethics, Stakeholder's Protection, Corporate Governance and Business Ethics.

Corporate Governance: Conceptual framework of Corporate Governance, Insider Trading, Rating Agencies, Whistle Blowing,

SECTION-B

Corporate Governance Reforms, Initiatives in India including clause 49.

Major Corporate Scandals: Junk Bond Scam (USA), Enron (USA), WorldCom (USA), Tyco (USA), Andersen Worldwide (USA), Kirch Media (Germany), Vivendi (France), Parmalat (Italy) and Satyam Computer Services Ltd (India),

SECTION-C

Common Governance Problems Noticed in various Corporate Failures, Is Corporate Governance always the Cause for Corporate Failures?

Codes & Standards on Corporate Governance: Sir Adrian Cadbury Committee (UK), 1992, Calpers Global Corporate Governance Principles (USA), 1996, Hampel Committee on Corporate Governance (UK), 1997, Combined Code of Best Practices (London Stock Exchange), 1998,

SECTION-D

OECD Principles of Corporate Governance, 1999, CACG Guidelines/Principles for Corporate Governance in Commonwealth, 1999, Euroshareholders Corporate Governance Guidelines, 2000, Principles of Good Governance and Code of Best Practice (UK), 2000, Sarbanes-Oxley (SOX) Act, 2002 (USA), Smith Report, 2003 (UK)

Suggested Readings:

1. Murthy, K.V. Bhanu and Krishna, U., "*Politics Ethics and Social Responsibilities of Business*", 2009, Pearson Education, New Delhi.
2. Sharma, J. P., "*Corporate Governance, Business Ethics & CSR*", 2011, Ane Books Pvt. Ltd., New Delhi.
3. Mallin, C., "*Corporate Governance*" (Indian Edition), 2012, Oxford University Press, New Delhi.
4. Tricker, B., "*Corporate Governance-Principles, Policies, and Practice*", (Indian Edition), 2012, Oxford University Press, New Delhi.
5. Crane, A. and Matten, D., "*Business Ethic*" (Indian Edition), 2003, Oxford University Press, New Delhi.
6. Albuquerque, D., "*Business Ethics, Principles and Practices*", (Indian Edition), 2010, Oxford University Press, New Delhi.
7. Blowfield, M. and Murray, A., "*Corporate Responsibility-A Critical Introduction*", 2008, Oxford University Press.

FACULTY OF ECONOMICS & BUSINESS

SYLLABUS

FOR

**MASTER OF COMMERCE
(SEMESTER: I-IV)**

(For Colleges)

**SYLLABUS FOR THE BATCH FROM YEAR 2022 TO YEAR 2024
(Only for those students who admitted in Session 2022-23)**



**GURU NANAK DEV UNIVERSITY
AMRITSAR**

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MASTER OF COMMERCE (SEMESTER-I)
Syllabus for the Batch From Year 2022 To Year 2024

MC-104: BUSINESS ENVIRONMENT

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

- Salient features of Economic Systems: Capitalist system/Market economy; Socialist system and Mixed Economy, Basic Features of Indian Economy, Government Business Relationship.
- Business Environment: Meaning, Types: Internal Environment; External Environment; Micro and Macro Environment.
- Aspects of Economic Reforms: Liberalisation; Privatisation; Globalisation and its Implications for India.

SECTION-B

- NITI Aayog: objectives, functions & role in economic planning.
- Economic Planning in India: objectives, Strategies and Evaluation of Xth plan and Strategy and priorities of XIth plan
- Social Responsibility of Business: Concept, rationale, dimensions models of social responsibility and barriers of SR; The Environment Protection Act, 1986.

SECTION-C

- Deficit Financing and its implications for the Indian Economy; Analysis of current year Annual Budget.
- Disinvestment of Public Enterprises: Rationale; Objectives and Implications.
- Evaluation of various regulatory policies of Government: Industrial Policy changes during the post Reforms; Fiscal and Monetary policy changes in India, Salient Features of FEMA.

SECTION-D

- Consumer Rights and Consumerism: Role of Consumer Groups with special reference to India; Consumer Protection Act, 1986 with latest amendments.
- Foreign Trade: concept of balance-of-payments; balance-of-trade; currency convertibility; Foreign trade policy 2004-09 and 2009-14; Exim Policy during the post reforms in India
- Demonetisation: concept & its impact on the Indian economy.

Suggested Readings:

1. Cherunilam, Francis, "*Business Environment*", 2011, Himalaya Publishing House, New Delhi.
2. K Ashwathappa, "*Legal Environment of Business*", Himalaya Publishing House, New Delhi.
3. M. Adhikary, "*Economic Environment for Business*", Sultan Chand & Sons, New Delhi.
4. K. Ashwathappa, "*Essentials of Business Environment*", 11th edition (2011), Himalya Publishing House, New Delhi.
5. Paul Justin, "*Business Environment – Text and Cases*", 2006, Tata McGraw Hills Publishing
6. Ruddar Dutt and KPM Sundaram, "*Indian Economy*", 53rd edition, S. Chand and Company Ltd., New Delhi.
7. Govt. of India, Five Years Plan documents.
8. Govt. of India, Various issues of Annual Economic survey of India.

Note: It is Mandatory for the students to consult Economic Times, Financial Express, Annual Budget and Economic Survey to understand this paper.

MASTER OF COMMERCE (SEMESTER-III)
Syllabus for the Batch From Year 2022 To Year 2024

**GROUP 'D': MARKETING
MC – 351: CONSUMER BEHAVIOUR**

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to Consumer Behaviour: Nature, Scope and Importance.
Consumer Motivation: Nature of motivation; Types of consumer needs and motives; Dynamics of motivation; Need conflict; Need Hierarchy Theory of Motivation and its applications; Measurement of Motives.
Personality and Consumer Behaviour: Definition of personality; Theories of personality; Personality and consumer diversity; Self concept and self image; Life style and psychographics.

SECTION-B

Consumer Perception: Elements of perception; Dynamics of perception, Perceptual process; Perception and marketing strategy; Perceived risk.
Consumer Learning: Elements of consumer learning; Behavioural theories and Cognitive theories of learning.

Consumer Attitude Formation: Definition of attitudes; Structural models of attitudes; Attitude Theories; Attitude formation; Strategies of attitude change; Measuring Attitude.

SECTION-C

Reference Group and Family Influences: Power of reference groups; Types of consumer related reference groups; Celebrity and other reference group appeals; Family decision making and consumption related roles; Family life cycle.
Social Class: Definition; Measurement of social class; Social class dynamics.
Cultural and Sub cultural Influences on Consumer Behaviour: Definition of culture and subculture; Affect of culture on consumer behaviour; Nature of culture; Measurement of culture; Subculture and consumer behaviour; subcultural categories.

SECTION-D

Diffusion of Innovation; Diffusion process; Adoption process.
Opinion Leadership: Definition; Dynamics of the opinion leadership process; Motivation behind opinion leadership
Consumer Decision Making: Consumer decision process; Types of decisions; Information search process; Alternative evaluation and selection; Decision rules.
Models of Consumer Behaviour: E.K.B; Howard and Sheth; Nicosia's Model.

Suggested Readings:

1. Schiffman, I. G. and Kanuk, L. L. Consumer Behaviour, New Delhi, Pearson Education, 2007.
2. Blackwell, Roger D., Miniard, Paul W., and Engel James F. Consumer Behaviour, Cengage, 2006.
3. Solomon, Michael R. Consumer Behaviour, New Delhi, Pearson Education, 2003.
4. Assael, Henry Consumer Behaviour and Marketing Action, Cengage, 2006
5. Loudon, David L. and Della Bitta, Albert J., Consumer Behavior, Tata McGraw-Hill, Fourteenth Edition, 2002.

MASTER OF COMMERCE (SEMESTER-III)
Syllabus for the Batch From Year 2022 To Year 2024

GROUP 'D': MARKETING
MC-352: RETAIL MANAGEMENT

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to Retailing: Meaning, Nature and Importance.

Retailing in India: Evolution of Retail in India, Drivers of Retail Change and Challenges to Retail Development in India.

Types of retailers: Food Retailers, General Merchandise Retailers, Non-Store Retail Formats, Services Retailing, Types of Ownership.

SECTION-B

Understanding the Retail Consumer: Need for Consumer Behavior, Factors Influencing the Retail Shopper, The Customer Decision Making Process.

Retail Locations: Types of Retail Locations; Steps involved in choosing a Retail Location; Methods of Evaluating a Trading Area

Retail Store Design and Visual Merchandising: Importance of Store Design; Exterior Store Design; Interior Store Design; Visual Merchandising.

SECTION-C

Basics of Retail Merchandising – What is Merchandising, Factors Affecting the Buying Function, The Merchandiser: Roles and Responsibilities, The Buyer: Roles and Responsibilities, Function of Buying for Different Types of Organisations.

Process of Merchandise Planning: Concept of Merchandising, Implications of Merchandise Planning, Process of Merchandise Planning.

SECTION-D

Methods of Merchandise Procurement: Merchandise Sourcing, Age of Global Sourcing, Retail Pricing: Concept of Retail Price, Elements of Retail Price, Determining the Price, Retail Pricing Strategies.

Category Management: Concept of Category Management, Reasons for Emergence of Category Management, Components of Category Management, Category Management Process.

Retail Franchising: Concept, Types, Advantages and Disadvantages.

Suggested Readings:

1. Pradhan, Swapna (2007), *Retail Management – Text and Cases*, Tata McGraw Hill, 3rd Edition.
2. Sinha, P. K. and Uniyal, D. P. (2007), *Managing Retailing*, Oxford, 1st Edition.
3. Levy, Michael and Barton A. Weitz (2003), *Retail Management*, Tata McGraw Hill, 7th Edition.
4. Berman, Barry and Joel R. Evans (2006), *Retail Management – A Strategic Approach*, Pearson Education, 11th Edition.
5. Dunne, Patrick M; Lusch, Robert F.; and Griffith David A.: *Retailing* (Cengage, New Delhi)

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B.COM (PASS & HONS.) (SEMESTER-IV)
Syllabus for batch from year 2022 to year 2025

SEMESTER-IV

ESL-221 : Environmental Studies (Compulsory Paper)

Time: 3 Hrs.

Max. Marks: 100

Exam Pattern: End Semester Examination- 75 marks
Project Report/Field Study- 25 marks [based on submitted report]
Total Marks- 100

Instructions for the Paper Setters:- 75 marks

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Project Report / Internal Assessment:

Field work – 25 marks [Field work equal to 5 lecture hours]

The candidate will submit a hand written field work report showing photographs, sketches, observations, perspective of any topic related to Environment or Ecosystem. The exhaustive list for project report/area of study are given just for reference:

1. Visit to a local area to document environmental assets: River / Forest/ Grassland / Hill / Mountain / Water body / Pond / Lake / Solid Waste Disposal / Water Treatment Plant / Wastewater Treatment Facility etc.
2. Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
3. Study of common plants, insects, birds
4. Study of tree in your areas with their botanical names and soil types
5. Study of birds and their nesting habits
6. Study of local pond in terms of wastewater inflow and water quality
7. Study of industrial units in your area. Name of industry, type of industry, Size (Large, Medium or small scale)
8. Study of common disease in the village and basic data from community health centre
9. Adopt any five young plants and photograph its growth
10. Analyze the Total dissolved solids of ground water samples in your area.
11. Study of Particulate Matter (PM_{2.5} or PM₁₀) data from Sameer website. Download from Play store.
12. Perspective on any field on Environmental Studies with secondary data taken from Central Pollution Control Board, State Pollution Control Board, State Science & Technology Council etc.

ACULTY OF ECONOMICS & BUSINESS

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B.COM (PASS & HONS.) (SEMESTER-I)
Syllabus for batch from year 2022 to year 2025

BCG-104: BUSINESS ORGANISATION

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

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SECTION-A

Business: Meaning and types – profession – meaning and importance of business organization.
Social Responsibilities of Business – Business Ethics.

SECTION-B

Forum of Business organization – sole trader – partnership – joint Hindu family – joint stock companies – co-operative societies – public utilities and public enterprises.
Public Sector vs. Private sector

SECTION-C

Location of industry – factors influencing location – size of industry – optimum firm – advantages of large – scale operation – limitation of small scale operation – Industrial estates – District Industries Centres.

SECTION-D

Stock Exchange – Function – Types – Working – Regulation of Stock Exchange in India.
Business Combination – Causes – Types – Effects of Combination in India.
Trade association – Chamber of commerce – Function – Objectives Working in – India.

Suggested Readings:

1. Bhusan, Y.K. *“Fundamentals of Business Organisation and Management”*, 1980, Sultan Chand & Sons, New Delhi.
 2. Tulsian, P.C. and Pandey V., *“Business Organisation and Management”*, 2009, Pearson Education, New Delhi
 3. Talloo, T.J., *“Business Organisation and Management”*, 2008, Tata McGraw Hill Company, New Delhi
 4. Basu, C.R., *“Business Organisation and Management”*, 2010, Tata McGraw Hill Company, New Delhi
-

BCG-105: BUSINESS COMMUNICATION**Time: 3 Hours****Max. Marks: 50****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Business Communication – Meaning & Importance, Communication Purpose, Process, Elements, Barriers to Communication and Conditions for Successful Communication. Forms of Communication, Basic Models of Communication, 7C's of Effective Business Communication. Organizational Communication: Importance of Communication in Management, Formal and Informal Communication, Internal and external communication

SECTION-B

Presentation Skills: Presentation on any Chosen Topic, Oral Presentations, Principles of Oral Presentations, Factors affecting presentations. Business Etiquette: Understanding Etiquette, Cross-Cultural Etiquette, Business manners. Business to Business Etiquette.

SECTION-C

Internal Correspondence: Memos, Circulars, Notices, Office Orders Correspondence with banks– Regarding overdrafts, Cash credits, Loans; Drafting of sales letters, Circulars, Preparation of sales reports, Customers' Correspondence– Complaints, Regarding dues, follow up letters

SECTION-D

Secretarial Correspondence: Correspondence with shareholders, debenture holders regarding dividend, interest, transfer–transmission. Communicating with statutory authorities and bodies like Stock exchange, RBI, SEBI Preparation of Resume, Job application, Drafting of interview letters, Call letters, Final appointment orders.

Suggested Readings:

1. Taylor, S. and Chandra, V., "*Communication for Business: A Practical Approach*", Fourth Edition, 2011, Pearson Education.
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3. Sethi, A and Adhikari, B. "*Business Communication*", 2009, McGraw Hill Education.
4. Kaul, A., "*Business Communication*", 2004, Prentice Hall of India, New Delhi.
5. Dulek, R. and Fielden, J., "*Principles of Business Communication*", 1990,

BCG-304: COMPANY LAWS

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction: Characteristics of a company, concept of lifting of corporate veil. Types of companies, association not for profit, illegal association.

Formation of company – Promoters, their legal position, pre-incorporation contract and provisional contracts.

Documents –Memorandum of Association, Articles of Association, Doctrine of Constructive Notice and Indoor Management, Prospectus and Book Building.

SECTION-B

Share Capital – issue, allotment and forfeiture of share, demat of share, transmission of shares, buyback.

Members and shareholder –their rights and duties. Shareholders meetings, kinds, convening and conduct of meetings

SECTION-C

Management –Directors, classification of directors, dis-qualifications, appointment, legal position, powers and duties, disclosures of interest, removal of directors, board meetings, other managerial personnel and remuneration.

Winding up – concept and modes of winding up

SECTION-D

Emerging Issues in Company Law: One Person Company (OPC), Small Company, Postal Ballot, Small Shareholders on Board, Director Identity Number (DIN), Corporate Identity Number (CIN), MCA-21, Online Filing of Documents, Online Registration of Company, National Company Law Tribunal (NCLT), Limited Liability Partnership (LLP), Insider Trading, Rating Agencies, Producer Company – concept and formation.

Suggested Readings:

1. Sharma J. P, “*An Easy Approach to Corporate Laws*”, 2010, Ane Books Pvt Ltd, New Delhi.
2. Puliani R. and Puliani, M., “*Bharat’s Manual of Companies Act and Corporate Laws*”, 2011, Bharat Law House, New Delhi.
3. Ramaiya, A., “*A Ramaiya’s Guide to Companies Act*”, 17th Edition, 2011, Lexis Nexis Butterworths Wadhwa, Nagpur.
4. Kannal, S., & V.S. Sowrirajan, “*Company Law Procedure*”, Taxman’s Allied Services (P) Ltd., New Delhi (Latest Edn).
5. Singh, Harpal, “*Indian Company Law*”, Galgotia Publishing, Delhi.

Note: Latest edition of text book may be used.

BCG-405: PRINCIPLES AND PRACTICES OF BANKING AND INSURANCE**Time: 3 Hours****Max. Marks: 50****Instructions for the Paper Setters:-**

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Banks: Their types and functions, Management and organizational set up of commercial banks, Impact of Banking reforms on organizational structure of banks (with SBI as model), Management of deposits, Advances and loans in commercial banks. Central Bank-their role, objectives and functions Reserve Bank of India and its monetary policy since 1951. Present structure of commercial banking in India. State Bank of India.

SECTION-B

Reforms and Indian Banking. Structure, Organisation and regulation of Indian Money Market and Capital Market. Introduction to mutual Funds. Introduction to merchant banking. Introduction to Asset Liability Management.

E-Banking. Electronic Transfer of Funds, Internet Banking.
Financial Inclusion-Concept & Importance

SECTION-C

Insurance: Concept, Principles and Its relevance in developing country like India. Attitude towards the insurance cover.

Life Insurance: Nature & use of Life Insurance – distinguishing characteristics of life insurance contracts

SECTION-D

Origin and growth of non-life insurance: Salient features of insurance Act & IRDA Act. Features of some policies of life insurance & general insurance. Progress in privatization of insurance sector.

Suggested Readings:

1. Neelam C Gulati, 'Banking and Insurance: Principles & Practices', Excel Books
2. Indian Institute of Banking and Finance, 'Principles and Practices of Banking, Mcmillan Education.
3. Jyotsna Bhatia and Nishwan Sethi, 'Elements of Banking and Insurance', PHI
4. S.S. Kundu, 'Principles of Insurance and Banking',

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B.COM (PASS & HONS.) (SEMESTER-VI)
Syllabus for batch from year 2022 to year 2025
BCG-604: CORPORATE GOVERNANCE

Time: 3 Hours

Max.Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Ethics in Business: Concept of Business Ethics, Corporate Code of Ethics: Environment, Accountability, Responsibility, Leadership, Diversity, Discrimination.

Principles of Business Ethics, Characteristics of Ethical Organisation, Theories of Business Ethics, Globalization and Business Ethics, Stakeholder's Protection, Corporate Governance and Business Ethics.

Corporate Governance: Conceptual framework of Corporate Governance, Insider Trading, Rating Agencies, Whistle Blowing,

SECTION-B

Corporate Governance Reforms, Initiatives in India including clause 49.

Major Corporate Scandals: Junk Bond Scam (USA), Enron (USA), WorldCom (USA), Tyco (USA), Andersen Worldwide (USA), Kirch Media (Germany), Vivendi (France), Parmalat (Italy) and Satyam Computer Services Ltd (India),

SECTION-C

Common Governance Problems Noticed in various Corporate Failures, Is Corporate Governance always the Cause for Corporate Failures?

Codes & Standards on Corporate Governance: Sir Adrian Cadbury Committee (UK), 1992, Calpers Global Corporate Governance Principles (USA), 1996, Hampel Committee on Corporate Governance (UK), 1997, Combined Code of Best Practices (London Stock Exchange), 1998,

SECTION-D

OECD Principles of Corporate Governance, 1999, CACG Guidelines/Principles for Corporate Governance in Commonwealth, 1999, Euroshareholders Corporate Governance Guidelines, 2000, Principles of Good Governance and Code of Best Practice (UK), 2000, Sarbanes-Oxley (SOX) Act, 2002 (USA), Smith Report, 2003 (UK)

Suggested Readings:

1. Murthy, K.V. Bhanu and Krishna, U., "*Politics Ethics and Social Responsibilities of Business*", 2009, Pearson Education, New Delhi.
2. Sharma, J. P., "*Corporate Governance, Business Ethics & CSR*", 2011, Ane Books Pvt. Ltd., New Delhi.
3. Mallin, C., "*Corporate Governance*" (Indian Edition), 2012, Oxford University Press, New Delhi.
4. Tricker, B., "*Corporate Governance-Principles, Policies, and Practice*", (Indian Edition), 2012, Oxford University Press, New Delhi.
5. Crane, A. and Matten, D., "*Business Ethic*" (Indian Edition), 2003, Oxford University Press, New Delhi.
6. Albuquerque, D., "*Business Ethics, Principles and Practices*", (Indian Edition), 2010, Oxford University Press, New Delhi.
7. Blowfield, M. and Murray, A., "*Corporate Responsibility-A Critical Introduction*", 2008, Oxford University Press.

FACULTY OF ECONOMICS & BUSINESS

SYLLABUS

FOR

**MASTER OF COMMERCE
(SEMESTER: I-IV)**

(For Colleges)

**SYLLABUS FOR THE BATCH FROM YEAR 2022 TO YEAR 2024
(Only for those students who admitted in Session 2022-23)**



**GURU NANAK DEV UNIVERSITY
AMRITSAR**

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MASTER OF COMMERCE (SEMESTER-I)
Syllabus for the Batch From Year 2022 To Year 2024

MC-104: BUSINESS ENVIRONMENT

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

- Salient features of Economic Systems: Capitalist system/Market economy; Socialist system and Mixed Economy, Basic Features of Indian Economy, Government Business Relationship.
- Business Environment: Meaning, Types: Internal Environment; External Environment; Micro and Macro Environment.
- Aspects of Economic Reforms: Liberalisation; Privatisation; Globalisation and its Implications for India.

SECTION-B

- NITI Aayog: objectives, functions & role in economic planning.
- Economic Planning in India: objectives, Strategies and Evaluation of Xth plan and Strategy and priorities of XIth plan
- Social Responsibility of Business: Concept, rationale, dimensions models of social responsibility and barriers of SR; The Environment Protection Act, 1986.

SECTION-C

- Deficit Financing and its implications for the Indian Economy; Analysis of current year Annual Budget.
- Disinvestment of Public Enterprises: Rationale; Objectives and Implications.
- Evaluation of various regulatory policies of Government: Industrial Policy changes during the post Reforms; Fiscal and Monetary policy changes in India, Salient Features of FEMA.

SECTION-D

- Consumer Rights and Consumerism: Role of Consumer Groups with special reference to India; Consumer Protection Act, 1986 with latest amendments.
- Foreign Trade: concept of balance-of-payments; balance-of-trade; currency convertibility; Foreign trade policy 2004-09 and 2009-14; Exim Policy during the post reforms in India
- Demonetisation: concept & its impact on the Indian economy.

Suggested Readings:

1. Cherunilam, Francis, "*Business Environment*", 2011, Himalaya Publishing House, New Delhi.
2. K Ashwathappa, "*Legal Environment of Business*", Himalaya Publishing House, New Delhi.
3. M. Adhikary, "*Economic Environment for Business*", Sultan Chand & Sons, New Delhi.
4. K. Ashwathappa, "*Essentials of Business Environment*", 11th edition (2011), Himalaya Publishing House, New Delhi.
5. Paul Justin, "*Business Environment – Text and Cases*", 2006, Tata McGraw Hills Publishing
6. Ruddar Dutt and KPM Sundaram, "*Indian Economy*", 53rd edition, S. Chand and Company Ltd., New Delhi.
7. Govt. of India, Five Years Plan documents.
8. Govt. of India, Various issues of Annual Economic survey of India.

Note: It is Mandatory for the students to consult Economic Times, Financial Express, Annual Budget and Economic Survey to understand this paper.

MASTER OF COMMERCE (SEMESTER-III)
Syllabus for the Batch From Year 2022 To Year 2024

**GROUP 'D': MARKETING
MC – 351: CONSUMER BEHAVIOUR**

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to Consumer Behaviour: Nature, Scope and Importance.
Consumer Motivation: Nature of motivation; Types of consumer needs and motives; Dynamics of motivation; Need conflict; Need Hierarchy Theory of Motivation and its applications; Measurement of Motives.
Personality and Consumer Behaviour: Definition of personality; Theories of personality; Personality and consumer diversity; Self concept and self image; Life style and psychographics.

SECTION-B

Consumer Perception: Elements of perception; Dynamics of perception, Perceptual process; Perception and marketing strategy; Perceived risk.
Consumer Learning: Elements of consumer learning; Behavioural theories and Cognitive theories of learning.

Consumer Attitude Formation: Definition of attitudes; Structural models of attitudes; Attitude Theories; Attitude formation; Strategies of attitude change; Measuring Attitude.

SECTION-C

Reference Group and Family Influences: Power of reference groups; Types of consumer related reference groups; Celebrity and other reference group appeals; Family decision making and consumption related roles; Family life cycle.
Social Class: Definition; Measurement of social class; Social class dynamics.
Cultural and Sub cultural Influences on Consumer Behaviour: Definition of culture and subculture; Affect of culture on consumer behaviour; Nature of culture; Measurement of culture; Subculture and consumer behaviour; subcultural categories.

SECTION-D

Diffusion of Innovation; Diffusion process; Adoption process.
Opinion Leadership: Definition; Dynamics of the opinion leadership process; Motivation behind opinion leadership
Consumer Decision Making: Consumer decision process; Types of decisions; Information search process; Alternative evaluation and selection; Decision rules.
Models of Consumer Behaviour: E.K.B; Howard and Sheth; Nicosia's Model.

Suggested Readings:

1. Schiffman, I. G. and Kanuk, L. L. Consumer Behaviour, New Delhi, Pearson Education, 2007.
2. Blackwell, Roger D., Miniard, Paul W., and Engel James F. Consumer Behaviour, Cengage, 2006.
3. Solomon, Michael R. Consumer Behaviour, New Delhi, Pearson Education, 2003.
4. Assael, Henry Consumer Behaviour and Marketing Action, Cengage, 2006
5. Loudon, David L. and Della Bitta, Albert J., Consumer Behavior, Tata McGraw-Hill, Fourteenth Edition, 2002.

MASTER OF COMMERCE (SEMESTER-III)
Syllabus for the Batch From Year 2022 To Year 2024

GROUP 'D': MARKETING
MC-352: RETAIL MANAGEMENT

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to Retailing: Meaning, Nature and Importance.

Retailing in India: Evolution of Retail in India, Drivers of Retail Change and Challenges to Retail Development in India.

Types of retailers: Food Retailers, General Merchandise Retailers, Non-Store Retail Formats, Services Retailing, Types of Ownership.

SECTION-B

Understanding the Retail Consumer: Need for Consumer Behavior, Factors Influencing the Retail Shopper, The Customer Decision Making Process.

Retail Locations: Types of Retail Locations; Steps involved in choosing a Retail Location; Methods of Evaluating a Trading Area

Retail Store Design and Visual Merchandising: Importance of Store Design; Exterior Store Design; Interior Store Design; Visual Merchandising.

SECTION-C

Basics of Retail Merchandising – What is Merchandising, Factors Affecting the Buying Function, The Merchandiser: Roles and Responsibilities, The Buyer: Roles and Responsibilities, Function of Buying for Different Types of Organisations.

Process of Merchandise Planning: Concept of Merchandising, Implications of Merchandise Planning, Process of Merchandise Planning.

SECTION-D

Methods of Merchandise Procurement: Merchandise Sourcing, Age of Global Sourcing, Retail Pricing: Concept of Retail Price, Elements of Retail Price, Determining the Price, Retail Pricing Strategies.

Category Management: Concept of Category Management, Reasons for Emergence of Category Management, Components of Category Management, Category Management Process.

Retail Franchising: Concept, Types, Advantages and Disadvantages.

Suggested Readings:

1. Pradhan, Swapna (2007), *Retail Management – Text and Cases*, Tata McGraw Hill, 3rd Edition.
2. Sinha, P. K. and Uniyal, D. P. (2007), *Managing Retailing*, Oxford, 1st Edition.
3. Levy, Michael and Barton A. Weitz (2003), *Retail Management*, Tata McGraw Hill, 7th Edition.
4. Berman, Barry and Joel R. Evans (2006), *Retail Management – A Strategic Approach*, Pearson Education, 11th Edition.
5. Dunne, Patrick M; Lusch, Robert F.; and Griffith David A.: *Retailing* (Cengage, New Delhi)

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B.COM (PASS & HONS.) (SEMESTER-IV)
Syllabus for batch from year 2022 to year 2025

SEMESTER-IV

ESL-221 : Environmental Studies (Compulsory Paper)

Time: 3 Hrs.

Max. Marks: 100

Exam Pattern: **End Semester Examination- 75 marks**
 Project Report/Field Study- 25 marks [based on submitted report]
 Total Marks- 100

Instructions for the Paper Setters:- 75 marks

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Project Report / Internal Assessment:

Field work – 25 marks [Field work equal to 5 lecture hours]

The candidate will submit a hand written field work report showing photographs, sketches, observations, perspective of any topic related to Environment or Ecosystem. The exhaustive list for project report/area of study are given just for reference:

1. Visit to a local area to document environmental assets: River / Forest/ Grassland / Hill / Mountain / Water body / Pond / Lake / Solid Waste Disposal / Water Treatment Plant / Wastewater Treatment Facility etc.
2. Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
3. Study of common plants, insects, birds
4. Study of tree in your areas with their botanical names and soil types
5. Study of birds and their nesting habits
6. Study of local pond in terms of wastewater inflow and water quality
7. Study of industrial units in your area. Name of industry, type of industry, Size (Large, Medium or small scale)
8. Study of common disease in the village and basic data from community health centre
9. Adopt any five young plants and photograph its growth
10. Analyze the Total dissolved solids of ground water samples in your area.
11. Study of Particulate Matter (PM_{2.5} or PM₁₀) data from Sameer website. Download from Play store.
12. Perspective on any field on Environmental Studies with secondary data taken from Central Pollution Control Board, State Pollution Control Board, State Science & Technology Council etc.

SEMESTER-II

HINDI (Elective)

गद्य साहित्य : सैद्धांतिकी, व्याकरण तथा पत्रकारिता

क्रेडिट : (4-1-0)

(6 Periods / Week +2 Periods Composition / Week)

पूर्णांक: 100

समय- 3 घण्टे

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

सैक्शन-ए

व्याख्या के लिए निर्धारित कृति

गद्य-सौरभ : संपादक- डॉ. सुनील कुमार, प्रकाशक- गुरु नानक देव यूनिवर्सिटी, अमृतसर।
(अध्ययन के लिए तीनों विधाओं की पहली तीन रचनाएं पाठ्यक्रम में शामिल की गई हैं।)

सैक्शन-बी

गद्य-सौरभ में निर्धारित लेखकों का सामान्य परिचय।

गद्य-सौरभ में निबन्ध, एकांकी, कहानी की तात्विक समीक्षा, सार एवं उद्देश्य सम्बन्धी प्रश्न।

सैक्शन-सी

'हिन्दी व्यावहारिक व्याकरण' पुस्तक भी निर्धारित की गयी हैं। (क) सैद्धांतिकी-निबंध, कहानी, एकांकी : परिभाषा और तत्व (ख) उपसर्ग, प्रत्यय, अनेक शब्दों के लिए एक शब्द, समानार्थी, विपरीतार्थक।

सैक्शन-डी

पत्रकारिता : संलग्न शब्दावली (अंग्रेजी से हिन्दी)

कार्यालयी पत्रों का सैद्धांतिक परिचय-चार पत्र (बैंकिंग व्यवहार संबंधी पत्र, शिकायत संबंधी पत्र, परिपत्र, नौकरी हेतु आवेदन)

SEMESTER-IV
HINDI (ELECTIVE)

उपन्यास , नाटक : सैद्धांतिकी, व्याकरण तथा भक्तिकाल

क्रेडिट : (4-1-0)

(6 Periods / Week +2 Periods Composition / Week)
पूर्णांक: 100

समय- 3 घण्टे

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

सैक्शन-ए

व्याख्या के लिए निर्धारित कृति

निर्मला : मुंशी प्रेमचन्द, मिस्टर अभिमन्यु: लक्ष्मी नारायण लाल

सैक्शन-बी

मुंशी प्रेमचन्द और लक्ष्मीनारायण लाल का सामान्य परिचय

निर्मला उपन्यास एवं मिस्टर अभिमन्यु नाटक से सम्बन्धित प्रश्न : तात्विक समीक्षा, सार, उद्देश्य, चरित्र-चित्रण आदि से सम्बन्धित प्रश्न।

सैद्धांतिकी : उपन्यास तथा नाटक की परिभाषा एवं तत्व

सैक्शन-सी

भक्तिकाल : परिस्थितियां, स्वर्ण युग, काव्यधाराएं, विशेषताएं

सैक्शन-डी

सामान्य प्रचलित मुहावरे तथा लोकोक्तियां : अर्थ और वाक्य प्रयोग
विराम चिह्न, सामान्य प्रचलित समास, कारक (अनुप्रयोग)

सहायक पुस्तकें :

- 1) प्रेमचन्द व्यक्ति और साहित्यकार, मुन्मथनाथगुप्त, इलाहाबाद : सरस्वती प्रेस, 1961
- 2) हिन्दी साहित्य शास्त्र की भूमिका, डॉ. कृष्णवल्लभ जोशी, इलाहाबाद : वसुमती प्रकाशन, 1973
- 3) हिन्दी साहित्य का विकास (भाग-1), आदिकाल एवं भक्तिकाल, डॉ. अविनाश शर्मा, अमृतसर, गुरु नानक देव यूनिवर्सिटी, 2003
- 4) श्रेष्ठ हिन्दी व्याकरण, श्री व्यथित हृदय, दिल्ली : आधुनिक प्रकाशन, 2004

SEMESTER-VI
HINDI (ELECTIVE)

लघु विधारं, आधुनिक काल, निबंध लेखन तथा पारिभाषिक शब्दावली

क्रेडिट : (4-1-0)

(6 Periods / Week +2 Periods Composition / Week)
पूर्णांक: 100

समय- 3 घण्टे

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

सैक्शन-ए

व्याख्या के लिए निर्धारित कृति

गद्य-बहुरंग : संपादक डॉ. सुधा जितेन्द्र, नई दिल्ली भारत पुस्तक भंडार।

पुस्तक में संकलित सभी विधाएँ संप्रसंग व्याख्या के लिए निर्धारित की गई हैं और मोहन राकेश की डायरी के पहले 10 पृष्ठ ही संप्रसंग व्याख्या के लिए रखे गए हैं।

सैक्शन-बी

पाठ्य पुस्तक गद्य -बहुरंग में निर्धारित रचनाओं के लेखकों का सामान्य परिचय एवं रचनाओं सम्बन्धित प्रश्न।

सैक्शन-सी

हिन्दी साहित्य का इतिहास: आधुनिक काल-निर्धारित परिक्षेत्र

- भारतेन्दु युग : सामान्य परिचय
- द्विवेदी युग : सामान्य परिचय
- छायावाद : प्रमुख कवि तथा काव्यगत विशेषताएं
- प्रगतिवाद : प्रमुख कवि तथा काव्यगत विशेषताएं
- प्रयोगवाद : प्रमुख कवि तथा तारसप्तक का मूल्यांकन
- नई कविता : अभिप्राय और प्रमुख विशेषताएं
- उपन्यास तथा कहानी विधा विकास
- हिन्दी आलोचना और आचार्य रामचंद्र शुक्ल

सैक्शन-डी

1. पारिभाषिक शब्दावली: अंग्रेजी से हिन्दी, हिन्दी से अंग्रेजी (प्रचलित वाक्यांश या अभिव्यक्तियां)(संलग्न)
2. निबंध: राजभाषा एवं राष्ट्रभाषा हिन्दी

सहायक पुस्तक :

- हिन्दी साहित्य का इतिहास (भाग-2), रीतिकाल एवं आधुनिककाल, गुरु नानक देव यूनिवर्सिटी, अमृतसर, 2003

**SEMESTER-V
ENGLISH COMPULSORY**

Time: 3 Hours

Max. Marks: 50

Texts Prescribed:

1. *All My Sons* by Arthur Miller
2. *Poems of Nature and Culture*, Guru Nanak Dev University, Amritsar

Course Contents:

1. The study of the whole text of the play, *All My Sons*
2. The study of the following poems from the prescribed book.

Poems of Nature and Culture

William Wordsworth:	“The World is Too Much with Us”
Gordon Lord Byron:	“ <u>She Walks in Beauty</u> ”
P.B. Shelly:	“Ozymandias”
Alfred Lord Tennyson:	“In Memoriam”
Robert Browning:	“Meeting at Night”
Mathew Arnold:	“Dover Beach”
W.B. Yeats:	“Words”
Wilfred Owen:	“Strange Meeting”
Robert Graves:	“ <u>The Portrait</u> ”
W.H. Auden:	“The Unknown Citizen”
Dylan Thomas:	“Do not Go Gentle into That Good Night”
Ted Hughes:	“The Thought-Fox”
Sylvia Plath:	“ <u>Mirror</u> ”
Seamus Heaney:	“Honeymoon Flight”
Rabindranath Tagore:	“False Religion”
Nissim Ezekiel:	“Night of Scorpion”

3. Formal letter and application writing, Resume Writing, Business Writing and Report writing

Instructions for the Paper Setter and Distribution of Marks:

The question paper will consist of three sections and the distribution of marks will be as under:
Section A: 10 Marks
Section B: 24 Marks
Section C: 16 Marks

**SEMESTER-II
ENGLISH (ELECTIVE)**

Time: 3 Hours

Max. Marks: 100

Books Prescribed:

1. *The Vendor of Sweets* by R.K. Narayan.
2. *The School for Scandal* by Sheridan
3. *Glossary of Literary Terms* by M.H. Abrams, Wadsworth CENGAGE Learning Publishers, 8th Edn., 2008.
4. *Better Pronunciation of English* by J.D.O'Connor

Course Contents:

1. *The Vendor of Sweets*-- Complete Text
2. *The School for Scandal*—Complete Text
3. Literary Terms: Burlesque, Elegy, Hyperbole, Metaphor, Poetic Justice, Point of view, Dramatic Monologue, Tragicomedy
4. Transcription of Words: garage, data, menu, hello, cadet, exit, rebel (n), rebel (v), conduct(n), conduct (v), consume, idiot, depot, madam, handsome, petrol, perfect (adj.), perfect (v), vehicle, healthy, wealthy, police, sandwich, career, talent

Distribution of Marks & Instructions for the Paper Setters:

The question paper will consist of three sections and distribution of marks will be as under:

Section A: 20 Marks

Section B: 48 Marks

Section C: 32 Marks

SECTION-A

- I. FIVE questions, each to be answered in 5-7 sentences, from the play & the novel prescribed in the syllabus. All questions will be compulsory. (2x5=10 Marks)
- II. Transcription of TEN words, five from the prescribed list and five other disyllabic words. (1x10=10 Marks)

SECTION-B

- I. Explanation with reference to the context from the play (1 out of 2). (1x6=6 Marks)
- II. TWO out of the THREE questions on literary aspects of the prescribed play. (6x2= 12 Marks)
- III. THREE out of the FOUR questions on literary aspects of the prescribed novel. (6x3= 18 Marks)
- IV. Notes on TWO Literary Terms out of those prescribed in the syllabus. (6x2= 12 Marks)

SECTION-C

- I. An essay type question, with internal choice, requiring answer on theme, characterization, plot, tone, and style etc. of the prescribed play. (16 Marks)
- II. An essay type question, with internal choice, requiring answer on theme, characterization, plot, tone, and style etc. of the prescribed novel. (16 Marks)

**SEMESTER-VI
ENGLISH (ELECTIVE)
MODERN ENGLISH NOVEL**

Time: 3 Hours

Max. Marks: 100

Texts Prescribed:

1. *So Many Hungers* by Bhabani Bhattacharya
2. *The Power and the Glory* by Graham Greene
3. *Background to the Study of English Literature* by B. Prasad, Macmillan India Limited
(Chapters III and IV from Section-I; Chapters IV, V and VI from Section-II; Chapters IV, V and VI from Section-III)

Instructions for the Paper Setter and Distribution of Marks:

The question paper will consist of three sections and distribution of marks will be as under:

Section A: 20 Marks

Section B: 48 Marks

Section C: 32 Marks

Section-A

Note: The examinees will be required to answer all the **TEN** questions set as per the following scheme:

1. Three very short-answer questions (approximately 5 lines each) from *So Many Hungers*
2. Three very short-answer questions (approximately 5 lines each) from *The Power and the Glory*
3. Four very short-answer questions (approximately 5 lines each) from *Background to the Study of English Literature* by B. Prasad. (Chapters III and IV from Section-I; Chapters IV, V and VI from Section-II; Chapters IV, V and VI from Section-III) The questions shall deal with simple definitions and examples of literary terms introduced in the book. (10 x2=20 Marks)

SEMESTER-I
ENGLISH (ELECTIVE)

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Prescribed Books:

1. *A Doll's House* by Henrik Ibsen (preferably Penguin Classics Edition)
2. *Spots of Time* G.N.D.U. Amritsar
3. *Glossary of Literary Terms* by M.H. Abrams, Wadsworth CENGAGE Learning Publishers, 8th Edition, 2008.
4. *Better Pronunciation of English* by J.D.O'Connor

The syllabus is divided in four sections as mentioned below:

SECTION-A

- a) Literary Terms: Ballad, Character, Comedy, Conceit, Epic, Irony, Plot, Paradox
- b) Transcription of Words: comb, crèche, dose, gauge, ghost, castle, gross, mauve, sure sample, wolf, wool, arch, off, of, door, stair, what, cough, clerk, tooth, yak, yawn, sing, tongue.

SEMESTER-III
HISTORY
HISTORY OF INDIA (AD 1707-1947)

Max. Marks: 100

Time: 3 Hours

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

1. **Foundation of British Rule:** Advent of the British; Battles of Plassey and Buxar, Clive and Warren Hastings; Subsidiary Alliance Policy, Doctrine of Lapse.
2. **The Uprising of 1857:** Causes, Spread of the Uprisings, Nature and aftermath.

SECTION-B

3. **Economic Changes:** Agriculture, British commercial policies and the impact on the trade balance; Destruction of indigenous industries; the growth of modern industry; The drain theory.
4. **Growth of Education and Political Organization:** New education; Rise of the middle classes; Socio Religious Movements : Brahma Samaj, Arya Samaj, Rama Krishna Mission, Prarthna Samaj, Theosophical Society, Aligarh Movement.

SECTION-C

5. **Early Political Associations and Emergence of Revolutionary Terrorism:** Early Political Association and Indian National Congress; Swadeshi Movement, Partition of Bengal and its impact; Revolutionary Terrorism in Bengal, Maharashtra and the Punjab, Impact on the National Movement.
6. **The Phase of Non-Co-operation :** Emergence of Gandhi; The Jallianwala Bagh Massacre and its impact; Khilafat agitation; the Non-cooperation Movement; Withdrawal and impact; the Swarajists; The Simon Commission; The Phase of Civil Disobedience : The programme and the course of the Civil Disobedience Movement, the Round Table Conferences; Communal Award; Poona-pact; Withdrawal of Civil Disobedience Movement

SECTION-D

7. Constitutional Development: The Minto-Morley Reforms of 1909, The Act of 1919 and Dyarchy; Government of India Act, 1935 and Provincial Autonomy.
8. Towards Partition and Independence: Growth of communal politics; Lahore resolution, Cripps proposals; Quit India Movement; the INA Trials; Cabinet Mission and towards Independence.

Suggested Reading:

1. Bipan Chandra, *History of Modern India*, Orient Longman, Hyderabad, 2009.
2. Sarkar, Sunil, *Modern India (1885-1947)*, Orient Longman, New Delhi, 1983.
3. Bose, Sugata and Ayesha Jalil, *Modern South Asia: History, Culture, Political Economy*, OUP, New Delhi, 2004.
4. Bandyopadhyay, Sekhar, *From Plassey to Partition: A History of Modern India*, Orient Longman, Hyderabad, 2004.
5. Datta, Kail Xinkar, *A Social History of Modern India*, Macmillan, New Delhi, 1975.
6. Banerjee, A.C., *The New History of Modern India (1707-1947)*, K.P. Bagchi, Calcutta, 1983.
7. Burton, Stein, *A History of India*, OUP, New Delhi, 2003.
3. Desai, A.R., *Social Background of Indian Nationalism*, Popular Prakashan, Bombay, 1966.
2. Mishra, B.B., *The Indian Middle Classes: Their Growth in Modern Times*, OUP, London, 1978
0. Jones, Kenneth, *Socio-Religious Movements in India*, CUP, Cambridge, New Delhi, 1989.
1. Chopra, P.N. et al., *A Social, Cultural and Economic History of India: Modern India*, Vol. III, Macmillan, New Delhi, 1972.
2. Chaudhuri, M.K., (ed.), *Trends of Socio-Economic Change in India (1871-1961)*, IAS, Simla, 1969.

SEMESTER-IV

SOCIOLOGY

SOCIAL CHANGE IN INDIA

Time: 3 Hours

Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

- a) **Social Change: Meaning and Forms: Evolution, Revolution, Progress and Development.**

SECTION-B

- b) **Factors of Social Change: Demographic, Education, Industrialization, Legislation, Urbanization.**

SECTION-C

- a) **Processes of Change: Sanskritization, Westernization, Modernization, Secularization, Globalization.**

SECTION-D

- b) **Challenges of Social Change: Dowry, Domestic Violence, Divorce, Problems of elderly, Female foeticide.**

Books Recommended:

1. Ahuja, Ram: *Social Problems*, Rawat Publishers, New Delhi, 1992.
2. Abraham, M. Francis: *Contemporary Sociology*, Oxford University, New Delhi, 2006.
3. Gill, S.S.: *The Pathology of Corruption*, Harper Collin Publishers, New Delhi, 1998.
4. Kapila, S: *A Textbook of Sociology, Part-I & II*, New Academic House, Jalandhar, 1990-91.
5. Kuppaswamy, B.: *Social Change in India*, Vikas, Delhi, 1975.
6. Macionis, John.J and Ken Plumer. 2014, *Sociology: A Global Introduction*. London: Pearson.
7. Maclver, R.M. & Page, Charles H.: *Society, An Introductory Analysis*, Macmillan, London, 1974.
8. Srinivas, M.N.: *Social Change in Modern India*, Orient Longman, Bombay, 1972.

SEMESTER-VI

**POLITICAL SCIENCE
INTERNATIONAL POLITICS: THEORY AND PRACTICE**

Time: 3 Hours

Max Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

1. Meaning, Nature and Scope of International Politics.
2. Realist Approach to International Politics.
3. Idealist Approach to International Politics

SECTION-B

1. National Power: Its Elements
2. System of Power and Collective Security
3. Cold War and Emerging trends in World order

SECTION-C

1. Emerging world order and Multipolarity
2. Global Environment: Issues and Initiatives
3. International Terrorism : Emergence and Consequences

SECTION-D

1. UNO: Principles, Aims, Objectives and its Functioning
2. Regional Organizations: SAARC and EU.
3. New International Economic Order (NIEO).

Recommended Books:

1. Joshua S. Goldstein, *International Relations*, New Delhi, Pearson Education, 2006.
2. John Baylis and Steve Smith, *Globalization of World Politics*, New Delhi, Oxford University Press, 2005.
3. V.K. Malhotra, *International Relations*, New Delhi, Anmol Publishers Private Ltd., 2004.
4. R.P. Barston, *Modern Diplomacy*, New Delhi, Pearsons, 2006.
5. John Allphin Moore, Jr. and Jerry Pubantz, *The New United Nations, International Organization in the Twenty First Century*, New Delhi, Pearsons, 2008

PAPER-VII : SOA 105: DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION
 (COMPULSORY PAPER)

Time: 3 hours

Credits : 4-0-0
 Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section – A

Meaning of Drug Abuse:

- 1) Meaning, Nature and Extent of Drug Abuse in India and Punjab.
- 2) Consequences of Drug Abuse for:
 - Individual : Education, Employment, Income.
 - Family : Violence.
 - Society : Crime.
 - Nation : Law and Order problem.

Section – B

Management of Drug Abuse:

- (i) Medical Management: Medication for treatment and to reduce withdrawal effects.
- (ii) Psychiatric Management: Counselling, Behavioural and Cognitive therapy.
- (iii) Social Management: Family, Group therapy and Environmental Intervention, Rehabilitation.

Section – C

Prevention of Drug abuse:

- (i) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
- (ii) School: Counselling, Teacher as role-model. Parent-teacher-Health Professional Coordination, Random testing on students.

Section – D

Controlling Drug Abuse:

- (i) Media: Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
- (ii) Legislation: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

SEMESTER-I**DRUG ABUSE: PROBLEM, MANAGEMENT AND PREVENTION
(COMPULSORY PAPER)****Time: 3 Hours****Max. Marks: 100****SECTION-A****Meaning of Drug Abuse:**

- 1) Meaning, Nature and Extent of Drug Abuse in India and Punjab.
- 2) Consequences of Drug Abuse for:
Individual : Education, Employment, Income.
Family : Violence.
Society : Crime.
Nation : Law and Order problem.

SECTION-B**Management of Drug Abuse:**

- (i) Medical Management: Medication for treatment and to reduce withdrawal effects.
- (ii) Psychiatric Management: Counselling, Behavioural and Cognitive therapy.
- (iii) Social Management: Family, Group therapy and Environmental Intervention.

SECTION-C**Prevention of Drug abuse:**

- (i) Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.
- (ii) School: Counselling, Teacher as role-model. Parent-teacher-Health Professional Coordination, Random testing on students.

SECTION-D**Controlling Drug Abuse:**

- (i) Media: Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program
- (ii) Legislation: NDPs act, Statutory warnings, Policing of Borders, Checking Supply/Smuggling of Drugs, Strict enforcement of laws, Time bound trials.

SEMESTER-II
ZOOLOGY
ZOO-II A: ECOLOGY
(THEORY)

Credits : 2
Max Marks: 50

Time: 3 Hrs.

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

✓ Ecology: Definition, Subdivisions and scope of ecology.
Ecosystem: Components, ecological energetics, food web, major ecosystems of the world.
Ecological factors: Temperature, light and soil as ecological factors.

SECTION-B

Nutrients: Biogeochemical cycles and concept of limiting factors.
Ecological Adaptations: Morphological, physiological and behavioural adaptations in animals in different habitats.

SECTION-C

Population: Characteristics and regulations of population. Inter and Intra Specific relationship: Competition, Predation, Parasitism, Commensalism and Mutualism.
Biotic community: Characteristics, ecological succession, ecological niche.

SECTION-D

Natural resources: Renewable and nonrenewable natural resources and their conservations.
Environmental Issues: Causes, impact and control of environmental pollution.

Suggested Readings:-

1. Anderwartha, H.G. and Birch, L. C. (1970), The distribution and abundance of animals, University of Chicago Press, Chicago London.
2. Beeby, A. (1992), Applying Ecology, Chapman and Hall Madras.
3. Begon, M., Harper J. L. and Townsend, C. R. (1995), Ecology – Individuals, populations and communities, Blackwell Science, Cambridge UK.
4. Brewer, R. (1994), The science of Ecology, Saunders College of Publishing, New York.
5. Chapman, J. L. and Resis, M. J. (1995), Ecology- Principles and applications, Cambridge University Press, Cambridge UK.
6. Kaeighs, S. C. (1974), Ecology with special references to animal and Man, Prentice Hall Inc.
7. Kormondy, E.J. (1975), Concept of Ecology, Englewood Cliffs, N.J. Prentice Hall Inc.
8. Krebs C.J. (1982), Ecology, Harper & Row, New York.
9. Putmann, R. J. and Wratten, S. D. (1984), Principles of Ecology, Crown Helm, London.

SEMESTER-I
PSYCHOLOGY
BASIC PSYCHOLOGICAL PROCESSES

Time: 3 Hours
Pass Marks: 35% of the subject
(Theory and Practical Separately)

Max. Marks: 100
Theory Marks: 75
Practical Marks: 25

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION -A

Nature and Methods of Psychology: Psychology as a Science, Historical background with brief Introduction to Schools of Psychology (Structuralism, Functionalism, Psychoanalysis, Behaviourism, Gestalt and Humanistic)

Methods: Introspection, Observation, Experiment, Case Study, Interview and Questionnaire

SECTION -B

Motivation and Emotions:

Motivation: Concept and Nature of Motivation, Types of Motivation, Needs, Drives and Incentives, Conflicts and Frustration (Concept, Nature and Types)

Emotions: Concept and Nature of Emotions, Types of Emotions, Theories of Emotions (James Lange, Cannon Bard and Lindzy), Physiological Correlates of Emotions

SECTION-C

Learning: Introduction to Learning, Nature and Characteristics of Learning, Types of Learning (Verbal and Non-verbal), Theories of Learning (Thorndike, Pavlov, Skinner and Kohler)

SECTION -D

Statistics: Introduction to Parametric and Non-Parametric Statistics, Descriptive and Inferential Statistics, Frequency Distributions, Graphical representation of Frequency Distributions, Meaning and Characteristics of Central Tendency, Measures of Central Tendency: Mean, Median, Mode with their Merits and Demerits (Numericals related with Mean, Median and Mode only)

3
B.A./B.Sc. (Semester System) (12+3 System of Education) (Semester-II) (Batch 2022-25)
(Faculty of Arts & Social Sciences)

SEMESTER-II
POLITICAL SCIENCE
MODERN POLITICAL THEORY

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

1. Political System: Meaning, Characteristics and Functions
2. Political Culture: Meaning, Characteristics and Types
3. Political Socialisation: Meaning, Characteristics and Agencies

SECTION-B

1. Power, Meaning, Nature and Features
2. Authority : Meaning, Nature and Types
3. Legitimacy: Meaning, Nature and Types

SECTION-C

1. Rights and Duties: Meaning, Types and Relationship between the Two
2. Liberty: Meaning, Types and its Safeguards
3. Equality: Meaning, Types and Relationship between Liberty and Equality

SECTION-D

1. Justice: Meaning and its various Dimensions
2. Democracy: Meaning, Characteristics and Types
3. Theories of Democracy: Liberal, Marxian and Elitist Theory

Recommended Books:-

1. J. C. Johari, *Principles of Political Science*, Sterling Publishers, New Delhi.
2. S.P. Verma, *Political Theory*, Geetanjali Publishing House, New Delhi.
3. A.C. Kapur, *Principles of Political Science*, S. Chand & Company, New Delhi.
4. E. Ashirvatham, *Political Theory*, S. Chand & Company, New Delhi.
5. M.P. Jain, *Political Theory*, Authors Guild Publication, Delhi. (Punjabi & Hindi).
6. David Easton, *The Political System*, Scientific Book Agency, Calcutta.
7. D.C. Bhattacharya, *Political Theory*, Vijay Publishing House, Calcutta.
8. O.P. Gauba, *An Introduction to Political Theory*, Macmillan Indian Ltd., New Delhi.

7
B.A./B.Sc. (Semester System) (12+3 System of Education) (Semester-IV) (Batch 2022-25)
(Faculty of Arts & Social Sciences)

SEMESTER-IV
POLITICAL SCIENCE
INDIAN POLITICAL SYSTEM

Time: 3 Hours

Max. Marks: 100

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

1. Nature of Party System in India: A Critical Evaluation.
2. National Political Parties (Indian National Congress – BJP, CPI, CPI (M), their organisation, Ideologies and electoral performance.
3. Regional Political Parties (SAD, and DMK.): Their Organisation, Ideologies and Electoral Performance.

SECTION-B

1. The Election Commission: Powers, functions, and Electoral Reforms.
2. Determinants of Voting Behaviour
3. Electoral Reforms in India

SECTION-C

1. Caste and Religion in Indian Politics.
2. Regionalism and Indian politics.
3. Emerging trends in Indian Politics.

SECTION-D

1. Basic principles and determinants of Indian Foreign Policy.
2. Policy of Non-alignment and its relevance in contemporary world.
3. Impact of Globalization on Indian Politics.

Books Recommended:

1. G. Austin, *The Indian Constitution: Corner Stone of a Nation*, Oxford, Oxford University Press, 1966.
2. G. Austin, *Working of a Democratic Constitution: The Indian Experience*, Oxford University Press, 2000, Delhi.
3. D.D. Basu, *An Introduction to the Constitution of India*, New Delhi, Prentice Hall, 2008.
4. C.P. Bambhari, *The Indian State Fifty Years*, New Delhi, Sipra, 1997.
5. P. Brass, *Politics of India Since Independence*, Hyderabad, Orient Longman, 1990.
6. P. Brass, *Caste, Faction and Parties in Indian Politics*, Vol. II, Delhi, Chanakya Publications 1984-1985.

ਸਮੇਸਟਰ ਤੀਜਾ
ਗਿਆਰ੍ਹਵਾਂ ਪਰਚਾ : ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਕਵਿਤਾ

ਸਮਾਂ: 3 ਘੰਟੇ

ਅੰਕ-ਵੰਡ ਅਤੇ ਪਰੀਖਿਅਕ ਲਈ ਹਦਾਇਤਾਂ:

1. ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹੋਣਗੇ। ਹਰ ਭਾਗ ਵਿਚ ਦੋ ਪ੍ਰਸ਼ਨ
2. ਵਿਦਿਆਰਥੀ ਨੇ ਕੁੱਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਹਰ ਭਾਗ ਵਿਚੋਂ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।
3. ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ ਬਰਾਬਰ ਅੰਕ ਹਨ।
4. ਪੇਪਰ ਸੈੱਟ ਕਰਨ ਵਾਲਾ ਜੇਕਰ ਚਾਹੇ ਤਾਂ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉਪ-ਪ੍ਰਸ਼ਨਾਂ ਵਿਚ ਕਰ ਸਕਦਾ ਹੈ।

ਪਾਠ-ਕ੍ਰਮ

ਸੈਕਸ਼ਨ-ਏ

ਕਵਿਤਾ : ਸਿਧਾਂਤਕ ਪਰਿਪੇਖ

ਸੈਕਸ਼ਨ-ਬੀ

ਮੇਰੇ ਸਾਈਆਂ ਜੀਓ : ਭਾਈ ਵੀਰ ਸਿੰਘ

ਸੈਕਸ਼ਨ-ਸੀ

ਲੂਣਾ : ਸ਼ਿਵ ਕੁਮਾਰ

ਸੈਕਸ਼ਨ-ਡੀ

ਚੁਰਸਤਾ : ਸ.ਸ.ਮੀਸ਼ਾ

ਯੂਨਿਟ ਅਤੇ ਥੀਮ

ਸੈਕਸ਼ਨ-ਏ

- ਓ. ਕਵਿਤਾ : ਪਰਿਭਾਸ਼ਾ, ਪ੍ਰਕਿਰਤੀ ਅਤੇ ਰੂਪਾਕਾਰ
ਅ. ਇਤਿਹਾਸ
ੲ. ਪ੍ਰਕਿਰਤੀਆਂ
ਸ. ਨਵੇਂ ਝੁਕਾਅ

ਸੈਕਸ਼ਨ-ਬੀ

- ਓ. ਭਾਈ ਵੀਰ ਸਿੰਘ : ਜੀਵਨ ਤੇ ਰਚਨਾ
ਅ. ਮੇਰੇ ਸਾਈਆਂ ਜੀਓ : ਪ੍ਰਕਿਰਤੀ ਚਿਤਰਨ
ੲ. ਮੇਰੇ ਸਾਈਆਂ ਜੀਓ : ਰਹੱਸਵਾਦੀ ਅਨੁਭਵ
ਸ. ਮੇਰੇ ਸਾਈਆਂ ਜੀਓ : ਕਲਾਤਮਕ ਪੱਖ

ਸੈਕਸ਼ਨ-ਸੀ

- ਓ. ਸ਼ਿਵ ਕੁਮਾਰ : ਜੀਵਨ ਤੇ ਰਚਨਾ
ਅ. ਲੂਣਾ : ਵਿਸਾਗਤ ਪਾਸਾਰ
ੲ. ਲੂਣਾ : ਨਾਰੀਵਾਦੀ ਦ੍ਰਿਸ਼ਟੀ
ਸ. ਲੂਣਾ : ਕਲਾਤਮਕ ਪੱਖ