B.COM.SEMESTER–5		
1	MAJOR11	CORPORATEACCOUNTING–1

Nameof the Course: **CorporateAccounting– 1**
Coursecredit: **04**
TeachingHours: **60(Hours)**
Totalmarks: **100**

Objectives:
Thecourseaimstohelplearnerstoacquireconceptualknowledgeofcorporateaccounting system and to learn the techniques of preparing the financial statements of companies.

LearningOutcomes:
Aftercompletionofthecourse,learnerswillbeableto:

1. Understandconceptandnatureofcorporateaccounting;
2. PreparefinalaccountsofcompanyasperprovisionsofCompaniesAct2023;
3. RecordtransactionsofredemptionofRPSandpreparebalancesheetafterredemptionof RPS
4. Record transactions of internal reconstruction of company and prepare balance sheetafter internal reconstruction of company;
5. Understand the provisions related to underwriting commission and record transactions related to underwriting commission.

PARTICULAR	NO.OF LECTURES
UNITNO.1:FINALACCOUNTSOFCOMPANY [AsperNewProvisionsofCompaniesAct-2013]	
- Introduction-Meaning-Legalframework-CompaniesAct-2013 - VariousschedulesforFinancialStatementsasperCompaniesAct-2013 - AccountingadjustmentsrelatingtoFinalaccountsofcompany - Depreciation-Provisionsfortaxation-AllocationsandDividends - **Practical Questions** regarding preparation of final accounts of company (Vertical)	**12**
UNITNO.2:REDEMPTIONOFREDEEMABLEPREFERENCE SHARES	
- Introduction–Meaning-exceptiontorule,can'tpurchaseits'ownshares - ProvisionsofCompaniesAct-2013forredemptionofpreferenceshares - Section55,63,69CapitalRedemptionReserve,BonusShareetc. - Accountingtreatment:JournalledgerentriesandVerticalBalance sheet - **PracticalQuestions**	**12**
UNITNO.3:CAPITALREDUCTIONS[INTERNALRECONSTRUCTION]	
- IntroductionandMeaningandMethodsofCapitalReduction - DifferencebetweenInternalandExternalReconstruction - AccountingEntries - CapitalReductionA/CandVerticalBalancesheet - **PracticalQuestions**	**12**
UNITNO.4:ACCOUNTSOFUNDERWRITINGCOMMISSION	
- Introduction,Meaning,AdvantagesofUnderwriting, - ProvisionsofCompaniesAct2013forUnderwritingCommission, - ClassificationofApplication:MarkedandUnmarkedApplication, - UnderwritingContractandits'typesandSub-underwritingcontract,	**12**

- Determination of underwriters' liabilities according to Contracts (preparing statement of underwriters' liabilities), - Accountingtreatment:JournalEntries-Ledgers'A/Csinthebooksofcompany, - **PracticalQuestions**	
TotalLectures/Hours	**60**

Note:OnlyPracticalquestionsshouldbeaskedinUniversityExam.

SuggestedReadings:

1. AmitabhaMukherjeeandMohammedHanif;ModernAccounting
2. AshokSehagal-DeepakSehagal;AdvancedAccounting(TaxmannAlliedServices-Delhi)
3. Dr.R.K.SharmaandDr.R.S.Popli;Accountancy(SelfTutor),
4. Dr.B.M.AgrawalandDr.M.P.Gupta;AdvancedAccounting,
5. M.C.ShuklaandT.S.Grewal;AdvancedAccounts,(SultanChand&Sons,Delhi)
6. NarayanSwamy;FinancialAccounting,(PrenticeHallIndia,NewDelhi)
7. NegisR.F;FinancialAccounting:(TataMcGrawHill,NewDelhi)
8. P.C.TulsianFinancialAccounting:(TataMcGrawHill,NewDelhi)
9. R.L.Gupta&M.Radhaswamy;CompanyAccounts:(SultanChand&Sons-NewDelhi)
10. R.S.N.Pillai,Bhagawathi,S.Uma;PracticalAccounting:(S.Chand&Co.NewDelhi)
11. S.Daver;AccountingStandards:(TaxmannAlliedServices,(P)Ltd;NewDelhi)
12. S.N.Maheshwari;CorporateAccounting:(VikasPulishinghousePvt.Ltd.NewDelhi)
13. S.P.Jain&K.L.Narang;CompanyAccounts:(KalyaniPublishers,NewDelhi)
14. SanjeevSinghal;AccountingStandards:(BharatLawHousePvt.Ltd;NewDelhi)
15. ShuklaM.C.&T.S.Grawal;AdvancedAccountancy:(SultanChand&sons,NewDelhi)
16. StudyMaterialofTheInstituteofCostAccountsofIndia,Paper10:CorporateAccounting and Auditing (https://icmai.in/upload/Students/Syllabus2022/Inter_Stdy_Mtrl/P10.pdf)
17. Study Material of The Institute Of Company Secretaries of India, Paper 5: Corporate and Management Accounting (https://www.icsi.edu/media/webmodules/Corporate%20and%20Management%20Accounting.pdf)

Note:Learnersareadvisedtouselatesteditionoftextbooks.

B.COM.SEMESTER–5		
2	MAJOR12	BUSINESSACCOUNTING–5 (DIGITALACCOUNTINGUSINGTALLY–1)

Nameof the Course:	**BusinessAccounting–5(DigitalAccountingusingTally–1)**
Coursecredit:	**04(02+02)**
TeachingHours:	**30+60 (Hours)**
Totalmarks:	**100**

Objectives:

- Thecourseaimstodevelopclearunderstandingaboutcomputerizedaccountingsystem
- ToequipstudentswiththepracticalskillsneededtouseTallyPrimeforaccounting
- Toskillstudentstousecomputerizedaccountingsoftwareforrealtimeapplications

LearningOutcomes:

Aftercompletionofthecourse,learnerswillbeableto:

1. ExplainthefeaturesandimportanceofTallyPrimeinaccounting;
2. Create,alter,anddeletecompaniesinTallyPrime;
3. Createstockgroups,stockitems,andunitsofmeasurement;
4. Recordinventorytransactionsusingpurchaseandsalesvouchers;
5. ImplementusersecurityandpasswordprotectioninTallyPrime

PARTICULAR	NO.OF LECTURES
UNITNO.1:BASICSOFACCOUNTINGANDTALLYPRIME	
BasicsofAccounting: Introduction,TypesofAccounts,AccountingPrinciplesor concepts, Mode of Accounting, Rules of Accounting, Double-entry system of bookkeeping, Recording of Business Transactions, Preparation of Financial Statements, Computerised Accounting **Basics of TallyPrime:** IntroductiontoTallyPrime, DownloadingandInstallation, TypesofLicenseinTallyPrime,Features&BenefitsofTallyPrime,WorkingTally PrimeinEducationalMode,CompanyCreationandSettingupCompanyFeatures and Configurations in Tally Prime.	7+12
UNITNO.2:MAINTAININGCHARTOFACCOUNTS	
Maintaining Chart of Accounts: Introduction to Chart of Accounts, Accounting Masters, Creation of Groups & Ledgers, Alteration & Deletion of Masters, Multi-Masters Creation and Display, **Practical Exercises**. **Inventory Masters:** Three Category of Inventory Masters, Inventory Masters-Stock Groups, Flow Chart of Stock groups creation in Tally, Stock Category, Flow Chart of Stock Category Model in Tally Prime, Units of Measures, Godown, Stock items,**PracticalExercises**	8+16
UNITNO.3:RECORDINGACCOUNTINGTRANSACTIONS&BASICREPORTS	
Recording Accounting Transactions: Recording Accounting Transactions and Vouchers in Tally Prime: Business Scenarios, Receipt Voucher, Contra Voucher, Payment Voucher, Purchase Voucher, Sales Voucher, Debit Note Voucher, Credit Note Voucher, Journal Voucher, Practical Exercises **BasicReports:**GeneratingFinancialAccountsReportsinTallyPrime,Generating MIS (Management Information System) Reports in Tally Prime, **Practical Exercises**	8+18
UNITNO.4:TECHNOLOGICALADVANTAGESOFTALLYPRIME	
IntroductiontoDataSecurity,SecurityControl,Accessingthecompanyusing securitylevel,TallyVault,BackupandRestore,SplitCompanyData,Exportand	7+14

ImportofData,CompanyDataRepair,Printingvariousreports,**Practical Exercises**	
TotalLectures/Hours	**30+60**

Credit:

- 1credit=1hour(lecture)and1credit=2hours(practical)
- Total30hoursoftheoryteachingworkpersemesterandadditional60hoursofpractical per semester.
- Theory2Hours/week=2creditsandadditionalpractical4hours/week=2credits.Total credits = 4.

Examination:

- UniversityExamination-Totalmarks50,Universityexamination:2Hours
- Internal Examination - 20 Marks + Practical Examination – 30 Marks at College Level = Total 50 Marks
- **InternalExamination(20Marks)**

Sr.No.	Particular	Marks
1	Assignments	**10**
2	Test	**10**
	TOTAL	**20**

- **PracticalExamination(30Marks)**
  Universitywillprovide thedetail informationofPracticalexaminationincludingtime, date and practical exam exercise.

PassingStandard:

- Studentmustobtainminimum36%marksintheoryandpracticalboth
- Minimum36%(minimum18marksinUniversityexaminationandminimum 7marksin internal examination and 11 marks in practical examination)

WhoCan Teach:

Digital Accountancy Using Tally subject can be taught by Accountancy and Commerce subject professors/faculty. This subject can also be taught by Computer science subject professors/faculty.

SuggestedReadings:

1. TDLReferenceManualofTallyPrime(https://help.tallysolutions.com/seriesa/rel-5-4/en/help/TDL_Reference_Manual.pdf)

Note:LatestEditionsoftheabovebooksmaybeused.

B.COM.SEMESTER–5		
3	MAJOR13	MANAGEMENTACCOUNTING

Nameof the Course: **ManagementAccounting**
Coursecredit: **04**
TeachingHours: **60(Hours)**
Totalmarks: **100**

Objectives:

- To enable the students to get knowledge about the various techniques of Management accounting
- The course aims to impart the learners, knowledge about the use of financial, cost and other data/information for the purpose of managerial planning, control and decision making..

LearningOutcomes:

Aftercompletionofthecourse,learnerswillbeableto:

2. Describetheconceptofmanagementaccountingandunderstandtheprimarypurposeof management accounting;
3. Understandhowtoevaluateacompany'sfinancialhealthandperformancebycomparing financial data;
4. Understandhowfundflowanalysishelpsstakeholdersinmakinginformedbusinessand financial decisions;
5. Analyzehowchangesinfinancialpositionoccurduetooperational,investing,and financing activities;
6. Prepare flexible budget and to measure the performance of the business firm applying budgetary control measures;
7. Analysecost,volumeandprofitandtosolveshortrundecisionmakingproblemsapplying marginal costing and Break-Even technique.

PARTICULAR	NO.OF LECTURES
UNITNO.1INTRODUCTIONOFMANAGEMENTACCOUNTING&RATIOANALYSIS	
[A] INTRODUCTIONOFMANAGEMENTACCOUNTING: Introduction, Meaning, Objectives, and Scope of management accounting; Difference between financial accounting, cost accounting and management accounting, Advantages and Limitations of management accounting, Tools of management accounting **[B] RATIOANALYSIS:** - Introduction-FinancialAnalysisandInterpretation-(BriefExplanation) - MeaningandNatureofRatio-AccountingRatioandRatio Analysis - Importance&UtilityandLimitationsofRatio Analysis - **ClassificationofAccountingRatios** [A] TraditionalClassification: (Revenue,Balance-SheetandComposite) [B] FunctionalClassification: (As per Accounting Data and User-Parties,Different Ratios for Solvency, Liquidity, Turnover and Profitability) - **PracticalProblems*(ExcludingReversetypesofPracticalProblems)***	**15**
UNITNO.2:FUNDFLOWSTATEMENT&CASHFLOWSTATEMENT	
FUNDFLOWSTATEMENT:	**18**

- Accounting&Managerialmeaningoftheterm"Fund","Fundflow"&"Fund flow statement" - SourcesandApplicationofFundFlow - Importance & Managerial utility of fund flow statement & Limitations of fund flow statement - ProceduretoprepareWorkingcapitalstatement,Profit&lossadjustment account and fund flow statement - **PracticalQuestions**RelatingtoprepareFundflowstatement **CASHFLOWSTATEMENT:** - Accounting&Managerialmeaningoftheterm“Cash”,“CashFlow”&“Cash Flow Statement” - SourcesandApplicationofCashFlow - IndianAccountingStandardNo.3/IndAS7 - ImportanceandManagerialUtility-LimitationsofCFS - **Practical Questions**Relating to prepare CFS (as per Indian Accounting Standard No. 3/ Ind AS 7)	
UNITNO.3:BUDGETARYCONTROLANDFLEXIBLEBUDGET	
[A] BUDGETING&BUDGETARYCONTROL[Theoreticalconcept] - Concept of budget;different types of budgets; budgeting and budgetary control; - Meaning,objectives,merits,andlimitationsofbudgetarycontrol **[B] FLEXIBLEBUDGET:** - Introduction,Meaningoffixedandflexiblebudget - Featuresofaflexiblebudget - ObjectivesandUtilityofflexiblebudget - StepsinPreparingaFlexibleBudget - ApplicationofFlexibleBudgetinCostControlandDecisionMaking - **PracticalQuestions**	**15**
UNITNO.4:MARGINALCOSTING	
- Introduction - MeaningofMarginalCostandMarginalCosting - Assumptions-CharacteristicsofMarginalCosting - AdvantagesofMarginalCosting - LimitationsofMarginalCosting - **Break–EvenAnalysis:** [Meaning-Assumptions-Utility-Limitations] - **ImportantTerms:** ➢ [BEP-Contribution-PVR-MarginofSafety] ➢ MarginalCostingasaToolforDecisionMaking ➢ KeyFactor[Material&Labouronly] - **PracticalQuestions**	**12**
TotalLectures/Hours	**60**

SuggestedReadings:

1. Horngren,C.T.,Sundem,G.L.,Stratton,W.O.,Burgstahler,D.,&Schatzberg,J.(2005). *IntroductiontoManagementAccounting*.NewJersey:PearsonPrenticeHall.
2. Atkinson, A. A., Kaplan, R. S., Matsumura, E. M., & Young, S. M. (2013). *Management Accounting Information for Decision-Making and Strategy Execution.* London: Pearson Education.
3. Hilton, R. W., & Platt, D. E. (2011). *Managerial Accounting: Creating Value in a Global Business Environment*. New York: McGraw Hill Education.

4. Singh,S.(2016).*ManagementAccounting.*NewDelhi:PHILearning.
5. Goel,R.(2013).*ManagementAccounting*.Delhi:InternationalBookHousePvt. Ltd.
6. Arora,M.N.(2014).*ManagementAccounting.*NewDelhi:HimalayaPublishingHousePvt. Ltd.
7. *ManagerialAccounting*,Dr.ShaileshN.Ransariya,VistaPublishers,Ahmedabad(India)
8. Maheshwari, S. N., & Mittal, S. N. (2017). *Management Accounting-Principles & Practice*. New Delhi: Mahavir Publications.
9. Singh,S.K.,&Gupta,L.(2010). *ManagementAccounting–TheoryandPractice*.NewDelhi: Pinnacle Publishing House.
10. Khan, M. Y., & Jain, P. K. (2017). *Management Accounting: Text, Problems and Cases.* New Delhi: Tata McGraw Hill Education.
11. Balakrishnan, N., Render, B., & Stair, J. R. M. (2012). *Managerial Decision Modelling with Spreadsheet.* London: Pearson Education.
12. George E. M. (2000). *Management Decision Making: Spreadsheet Modelling, Analysis, and Application*, Cambridge: Cambridge University Press.
13. Study Material of CA Course (New) Intermediate Level Paper 3: Cost and Management Accounting (https://www.icai.org/post.html?post_id=17759)

Note:Learnersareadvisedtouselatesteditionoftext/referencebooks

B.COM.SEMESTER–5		
4	MINOR4	BUSINESSADMINISTRATION–4 (HUMANRESOURCEMANAGEMENT–2)

Nameof the Course:	**Businessadministration–4(HumanResourceManagement–2)**
Coursecredit:	**04**
TeachingHours:	**60(Hours)**
Totalmarks:	**100**

Objectives:
Toacquaintlearnerswiththetechniquesandprinciplestomanagehumanresourcesofan organisation.

LearningOutcomes:
Aftercompletionofthecourse,learnerswillbeableto:

1. DevelopnecessaryskillstopreparеanHRpolicytoenabletheemployeesattainworklife balance;
2. PrepareaHumanResourcePlaninan organisation;
3. Organizecounsellingsessionsforemployeesinanorganisation;
4. Designincentiveschemesfordifferentjobrolesinanorganisation;
5. Create HR policies related to grievance redressal, employee health, safety, welfare, and their social security in an organisation;
6. Organizeaninductionprogrammeinanorganisation;
7. DefineindustrialdisputesandexplaintheircausesandIdentifydifferenttypesofindustrial disputes;
8. Identifytheroleoftradeunionsinprotectingworkers'rightsandinterests.

PARTICULAR	NO.OF LECTURES
UNITNO.1:HUMANRESOURCEPLANNING	
- Introduction-MeaningandConcept-BasicelementsofHRP - NeedsandCorporateobjectivesofHRP - TypeandProcess-StagesofHRP - AffectingfactorstoHRP - ImportanceandHindrancesof HRP - Pre-requisitesforHRP - HumanResourceInformationSystem[HRIS]	**15**
UNITNO.2:PERFORMANCEAPPRAISALANDCOMPENSATIONMANAGEMENT	
- **Performance Appraisal** - Nature, objectives and process; Performance management; Methods of performance appraisal; Potential appraisal; Employee counselling; Job changes - Transfers and promotions. - **Compensation Management** - Concept and policies, Base and supplementary compensation; Individual, group and organisation incentive plans;Fringebenefits;Performancelinkedcompensation;Employeestock option;Paybandcompensationsystem;Jobevaluation.	**15**
UNITNO.3:MANAGINGEMPLOYEEBENEFITSANDWELFARESERVICES	
- Introduction-MeaningandConcept - HRWelfare-Meaning-Definition-Aims-Objectives-Need-Importance - HRWelfareScopeand Activities - HRHealthandSafety–stepsandlegalprovisions - SocialSecurity-Meaning-Objectives-Ways-Means-AffectingFactors	**15**

- SocialSecurity-Indianscene	
UNITNO.4:INDUSTRIALDISPUTESANDTRADE UNIONS	
- Introduction - **IndustrialDisputes:** ➢ Meaning-NatureandForms-CausesandEffects-StepstoResolve ➢ Disputes-Grievance-handlingandredressal-Legalprovisionsand ➢ PreventiveMeasures - **TradeUnions:** ➢ Meaning-definition-OriginandImportance-Types-functionsand ➢ Activities-Indianscene(Activities-weaknesses-reasonofslow ➢ Development-suggestionsandlegalprovisions)	**15**
TotalLectures/Hours	**60**

SuggestedReadings:

1. Mondy,A.W.,&Noe,R.M.(1999).*HumanResourceManagement.*London: Pearson.
2. Decenzo,D.A.,&Robbins,S.P.(2009). *FundamentalsofHumanResourceManagement*. New Jersey: Wiley.
3. Dessler,G.,&Varkkey,B.(2011).*HumanResourceManagement*.NewDelhi:Pearson Education.
4. Chhabra,T.N.(2004).*HumanResourceManagement*.Delhi:DhanpatRai&Co..
5. Aswathappa,K.(2007).*HumanResourceManagement*.NewDelhi:TataMcGraw-Hill.
6. French,W.L.(1994).*HumanResourceManagement*.Boston:HaughtenMiffin.
7. Gupta,C.B.(2018).*HumanResourceManagement*.Delhi:SultanChand& Sons.
8. Rao,V.S.P.(2002).*HumanResourceManagement:TextandCases*.Delhi:ExcelBooks..

Note:Learnersareadvisedtouselatesteditionoftext/referencebooks

B.COM.SEMESTER–5		
5	MINOR5	BUSINESSADMINISTRATION–5 (FINANCIAL MANAGEMENT – 1)

Nameof the Course: **Businessadministration–4(FinancialManagement–1)**
Coursecredit: **04**
TeachingHours: **60(Hours)**
Totalmarks: **100**

Objectives:

- Theobjectiveofthiscourseistohelpthestudentsunderstandthefundamentalconcepts
- Tofamiliarizethelearnerswiththeprinciplesandpracticesoffinancialmanagement.

LearningOutcomes:

Aftercompletionofthecourse,learnerswillbeableto:

1. Explainthenatureandscopeoffinancialmanagement;
2. Assesstheimpactoftimevalueofmoneyindifferentbusiness decisions;
3. Knowthesourcesofsecurityfinanceandinternalfinanceindetail;
4. Knowthesourcesoflong-termfinanceandbridgefinancingandLoansyndicationand suggests best source of finance;
5. Getknowledgeonnewfinancialinstitutions

PARTICULAR	NO.OF LECTURES
UNITNO.1:INTRODUCTIONTOFINANCIALMANAGEMENT	
- Introduction,MeaningandDefinition,Evolution - Nature,ScopeandFunctionsoffinancialmanagement - Objectivesoffinancialmanagement,ProfitMaximizationVsWealth Maximization - FundamentalPrinciplesofFinance-Agencytheory - Affectingfactors,RiskandReturntrade off	**15**
UNITNO.2:TIMEVALUEOFMONEY	
- Introduction&Meaning - Reasonsfortimevalueof money - CompoundValueConcept,PresentValueConcept - Practical Application of compounding and present value techniques in financial decisions (Simple practical examples should be asked in examination)	**15**
UNITNO.3:SOURCESOFFINANCE-1 [SECURITYFINANCINGANDINTERNALFINANCING]	
- Introduction - Securityfinance ➢ PreferenceShares ➢ Ordinary(Equity)Shares ➢ DeferredShares(Founders'Shares) ➢ Debentures - Internalfinancing ➢ Depreciationfunds ➢ PloughingBackofProfit(RetainedEarnings)	**15**
UNITNO.4:SOURCESOFFINANCE-2[LOANFINANCING&FINANCIALSERVICES]	
- Introduction - Loanfinancing	**15**

[A] ShortTerm-Meaning-Characteristics [B] LongTerm-Meaning-Characteristics Types of long-term loans ConceptualbackgroundofIFC,SFC,IDBI,UTIIDFC - BridgefinancingandLoansyndication - Book-buildingandPromoters'contribution - NewFinancialServices: ➢ VentureCapital:Meaning,Definition,Types,Governmentpolicies ➢ MutualFunds:Meaning,Definition, Types ➢ FactoringServices:Meaning,Definition,Types	
TotalLectures/Hours	**60**

SuggestedReadings:

1. BhabatoshBanerjee,FundamentalsofFinancialManagement,PHILearning.
2. BrighamandHouston,FundamentalsofFinancialManagement,CengageLearning
3. Chandra,P.FundamentalsofFinancialManagement.McGrawHillEducation
4. JamesC.VanHorneandSanjayDhamija,FinancialManagementandPolicy,Pearson Education
5. KhanandJain.BasicFinancialManagement,McGrawHillEducation,NewDelhi
6. LevyH.andM.Sarnat.PrinciplesofFinancialManagement.PearsonEducation
7. P.V. Kulkarni and B.G. Satyaprasad, Financial Management, Himalaya Publishing House, Mumbai.
8. Pandey,I.M.FinancialManagement.VikasPublications,NewDelhi
9. Rustagi,R.P.FundamentalsofFinancialManagement.TaxmannPublicationPvt.Ltd.
10. Singh,J.K.FinancialManagement-textandProblems.2ndEd.DhanpatRai&Co.Delhi.
11. Singh,SurenderandKaur,Rajeev.FundamentalsofFinancialManagement.MayurPaperback, New Delhi.

Note:Learnersareadvisedtouselatesteditionoftext/referencebooks

B.COM.SEMESTER–5		
6	SEC5	LEADERSHIPDEVELOPMENT

Nameof the Course: **LeadershipDevelopment**
Coursecredit: **02**
TeachingHours: **30(Hours)**
Totalmarks: **50**

Objectives:
Thecourseaimstocreateanunderstandingofthevariousleadershiptheoriesamongstthe upcoming leaders in order to decide as to which style of leadership should they follow in numeroussituationsthattheymightencounterintheircareersorpersonallives.

LearningOutcomes:
Aftercompletionofthecourse,learnerswillbeableto:
1. Describethemeaningofthetermleadershipandvarioustheoriesofleadership;
2. Interpretthevarioussituationsanddecidethestyleofleadershipbasedonthesituation;
3. Demonstratequalitiesofagoodleader.

PARTICULAR	NO.OF LECTURES
UNITNO.1: INTRODUCTION	
Meaning of Leadership, definitions of leadership, significance of leadership, qualitiesofaleader,differencebetweenleadershipandmanagement,basicstyles of leadership – autocratic, democratic, laissez faire (their meaning, features, advantages, disadvantages and suitability), Rensis Likert styles of management, Tanenbaum and Schmidt Model.	**10**
UNITNO.2:THEORIESOFLEADERSHIP	
Traditional Theories-Great Man Theory, Trait Theory, **Behavioural Theories**-OhioStudies,MichiganStudies,ManagerialGrid,**Contingencytheories-**Fiedler's Theory, Hersey and Blanchard Situational Model, Path Goal Theory, TransformationalLeadership,TransactionalLeadership,CharismaticLeadership, Servant Leadership, Ethical Leadership.	**10**
UNITNO.3:CULTUREANDLEADERSHIP	
Trompenaars Cultural Dimensions, Hofstede's study on culture, Hall's Cultural Theory, GLOBE Model: Global Leadership and organisational Behaviour Effectiveness, organisation Culture and Leadership, OCTAPACE profile by Uday Parekh - Openness, Collaboration, Trust, Autonomy, Proactive, Authenticity, Confrontation, Experimentation.	**10**
TotalLectures/Hours	**30**

SuggestedReadings:

1. Chhabra,T.N,BusinessorganisationandManagement,SunIndiaPublications
2. Day, D. V. (2014). The Oxford Handbook of Leadership and organisations. Oxford, New York: Oxford University Press.
3. Hughes,R.L.,Ginnett,R.,&Gordon,C.(2019).Leadership:Enhancingthelessonsof experience (9th ed.). Mcgraw Hill Education.
4. GuptaC.B,Businessorganisation&management,SunIndiaPublication,NewDelhi
5. Koontz, H., & Weihrich,H, Essentials of management : An international and leadershipperspective, Paperback
6. Mittal, R. (2015). Leadership: Personal Effectiveness and Team Building. Uttar Pradesh: Vikas Publishing House Pvt. Ltd.

Note:Learnersareadvisedtouselatesteditionoftext/referencebooks.