

Credit Based I SEMESTER B.B.A. Degree

Papers offered for study

Sl.No	Course Subjects	Course Code	No. Of hrs per week	Marks		Max Marks
				IA	Theory	
1	General Proficiency and Communicative English	BBAENL103	4	20	80	100
2	Hindi	BBAHDL104	4	20	80	100
	OR Kannada	BBAKAL104				
3	Accounting - I	BBABMC105	4	20	80	100
4	Principles of Economics	BBABMC106	4	20	80	100
5	Principles of Management	BBABMC107	4	20	80	100
5	Business Organisation	BBABMC108	4	20	80	100
6	Constitution of India	BBACIF102	4	20	80	100
7	Co & Extra Curricular Activities					50

Code: BBAENL103

Credit-based I Semester B.B.A.
(Common to all batches scheme)
General Proficiency and Communicative English
4 Hours per Week. Max. Marks: 100

Features:

The syllabus is designed for 40 hours (4 hours per week). The Maximum Marks allotted is 100 (80+20). The duration of the semester exam is 3 hours.

Objectives:

- -Providing competence in constructing sentences properly.
- -Instilling human values and a sense of social responsibility.
- -Improving self-confidence of students to face all the challenges.
- -Encouraging the development of communication skills.

Course Content:

- Prose
- Poetry
- Grammar

Prose:

1. The Book of Nature
2. A Day's Wait
3. I Was Gandhi's Jailer
4. Too Dear
5. My Greatest Olympic Prize
6. Fighting The Invisible - II

Poetry:

1. The Perfect Life
2. Coromandel Fishers
3. To sleep
4. Silver
5. Ozymandias

Grammar:

1. The Article
2. Parts of Speech
3. Linking Verbs
4. Negation, Questions, Exclamations
5. Concord (Subject-Verb And Noun-Pronoun Agreement)
6. Verbs – Transitive, Intransitive, Regular and Regular)
7. Tenses And Modal Auxiliary
8. Questions Tags
9. Transformations (Simple- Compound-Complex; Direct- Indirect; Active-Passive; Positive-Comparative-Superlative)
10. Paragraph Writing/ Job Application With CV

P.T.O.

Recommended Reference Books:

1. Text: Current English for Language Skills by M.L.Tickoo and A.E.Subramanian.
2. Contemporary English Grammar Structure and Composition by David Green (Published by Macmillan, New Delhi, 2009).

Course Outcome:

Prose:

- 1) What Made Louis Pasteur announce, 'My treatment works' Explain.
- 2) "The important thing in the Olympic Games is not winning but taking part" How true is this statement with regard to Luz Long's behaviour in the 1936 Olympic Games?
- 3) Narrate the incidents that force the King of Monaco to reward the murderer with a pension?
- 4) Narrate the incident that makes Schatz think that he was dying.
- 5) According to Jawaharlal Nehru, in what sense is a little stone a page in nature's book?
- 6) Write a note on the European Yard in the Yeravda Central Prison.
- 7) What made Louis Pasteur feel the need to look in the brain and spinal cord for the rabies germ?
- 8) Why did everyone expect Jesse Owens to 'Win the Olympic event hands down'?
- 9) How did Gandhiji help Patrick Quinn?

Vocabulary exercises: Synonyms, Antonyms, Use of appropriate words, appropriate forms of words and one-word substitutes.

Poetry:

- 1) Explain how the moonlight transforms the landscape as presented in the poem 'Silver'?
- 2) Explain 'Coromandel Fishers' as a song sung by the 'sons of the sea'.
- 3) Explain the different things that William Wordsworth thinks of in order to get sleep.
- 4) Describe the traveller's account of the broken statue of Ozymandias in the desert in Egypt.
- 5) Select any three of the following passages and answer the questions given below them in one or two sentences each:

Grammar:

- 1) a) I always use _____ H.B. pencil (Fill in the blanks with the appropriate article).
b) She is my mother. (Name the part of speech of the underlined word).
- 2) Fill in the blanks with appropriate form of the verb given in brackets.
a) The Cinnamon roll _____ heavenly. (taste)
b) She _____ upset about the announcement. (appear)
- 3) Rewrite as directed:
a) I will always love you (convert into negative sentence without changing the meaning of the sentence).
b) Ravi has gone home (Frame a question so as to get the underlined word as answer).
- 4) Choose the correct alternative from those given in brackets and fill in the blanks:
a) No news _____ good news. (is/are)
b) The quality of the fruits _____ not good. (was/were)
c) One must not boast of _____ success. (One's/his)

P.T.O.

- 5) A) Identify the underlined verb as transitive or intransitive.
- Tom played football. (transitive/ intransitive)
 - He talks loudly. (transitive/ intransitive)
- B) Fill in the blanks with the appropriate forms of verbs in brackets:
- She _____ (hang) the picture in her room.
 - The burglars _____ (steal) the money when everyone was asleep.
 - Last evening I _____ (walk) five miles.
- 6) Fill in the blanks with the appropriate forms of verbs in brackets:
- Ramu _____ (drink) tea every morning.
 - My friends _____ (meet) the Prime Minister last evening.
- 7) Fill in the blanks with the appropriate auxiliary/modal auxiliary.
- Rockey is a strong boy. I'm sure he carry thin bag (May, Can)
 - They _____ their work in time. (do, does)
- 8) Rewrite the following as directed :
- I found the book which was lost. (Convert into a simple sentence)
 - Gopi said, 'I know her address'. (Rewrite using indirect speech)
 - The peon opened the gate. (Rewrite using indirect speech)
 - Usha in the tallest girl in the class. (Change into positive degree without changing the meaning of the sentence)
 - Abdul is stronger than Imran. (Change into positive degree without changing the meaning of the sentence)
- 9) Add suitable question tags:
- I am your best friend, _____
 - The flowers are beautiful, _____
- 10) Write a paragraph of about 100 words on any one of the given topics:
- My favourite hobby.
 - Advantages of wearing helmet.
 - The profession that I wish to pursue.

OR

Write a letter of application for the post of Junior Manager at Kamath Enterprises, Sullia. Your name and address will be Shakthi R., Fkat Bi. 212, Darmesh Apartments, Mangalore.

Enclose your C.V.

Student Evaluation Components:

SL.NO	TYPE OF ASSESSMENT	WEIGHTAGE
1.	Internal assessment:2 tests & assignment	(20 Marks)
2.	University Examination of 3 Hrs duration	(80 Marks)

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Credit Based First Semester BBA Degree
Hindi Language (Group -I) (Paper-I)
(2015-16 Batch onwards)
[4hours per week. Max. Marks: 100]

उद्देश :

- मानव मूल्यों को स्थापित करना और सामाजिक जिम्मेदारी की भावना ।
- भाषा के रचनात्मक उपयोग को प्रोत्साहित करना ।
- सभी चुनौतियों का सामना करने के लिए छात्रों का आत्मविश्वास बढ़ाना ।

Unit I प्रबंध काव्य

१. हल्दीघाटी में राणा प्रताप - श्यामनारायण पाण्डेय
२. मुक्तियज्ञ का पुरोध- सुमित्रानंदन पंत
३. परिणय गोपा- गौतम का --डॉ. जगदीश गुप्त

Unit II कहानी

१. सुखमय जीवन- चंद्रधर शर्मा 'गुलेरी'
२. गुण्डा - जयशंकर प्रसाद
३. अन्तिम आवाज - वल्लभ डोभाल
४. सोना - विद्यासागर नौटियाल
५. एक पगलाई सस्पेंस कथा- मृणाल पाण्डे

Unit III व्याकरण

१. क्रिया - भेद
२. काल - भेद
३. कारक , ने- नियम

Unit IV कार्यालय पत्र लेखन

१. परिपत्र
२. आदेश पत्र
३. शिकायती पत्र
४. मुहावरे
५. हिन्दी में अनुवाद

Prescribed Text Books

१. त्रिरूप - सं. रामकिशोर शर्मा, लोकभारती प्रकाशन, इलाहाबाद-१
२. गद्य गरिमा- सं. प्रो. शारदा एम, वाणी प्रकाशन, नयी दिल्ली-२

Reference Books

1. हिन्दी व्याकरण- स्व. पं कामता प्रसाद गुरु, नागरी प्रचारिणी सभा, वारणासी
2. आधुनिक हिन्दी व्याकरण और रचना -डॉ वासुदेवनन्दन प्रसाद, भारती भवन , गोविन्द मित्र रोड, पटना
3. व्यावहारिक हिन्दी व्याकरण, अनुवाद तथा रचना- हरदेव बाहरी , लोकभारती प्रकाशन इलहाबाद

Course Outcome-

- 1.. सुखमय जीवन कहानी का सार लिखिए।
2. हल्दीघाटी में राणा प्रताप कहानी का सार लिखिए।
3. क्रिया किसे कहते हैं? उसके भेदों को लिखिए ।
4. वाक्य शुद्ध कीजिए : रमा ने पढ़ती है ।
5. अनिल पुस्तक केंद्र , दिल्ली से 'सरल हिन्दी व्याकरण' पुस्तक की पचास प्रतियों के लिए आदेश भेजा था, लेकिन वहाँ से 'सुगम हिन्दी व्याकरण' की पचास प्रतियाँ प्राप्त हुई हैं। इस संदर्भ में गलत माल संबंधी शिकायती पत्र लिखिए ।

Student Evaluation Components

Sl.No	Type of Assessment	Weightage
1.	Internal Assessment: Two Test & Assignment	(20 marks)
2.	University Examination of 3 Hours Duration Question Paper pattern 1. One word Answers(Unit I)-1 mark each for 5 questions 2. Annotations (Unit I)5 marks each, Answer any 3 out of 4 3. Answer any 2 questions of 10 marks each out of 4 (Unit I , II) 4. Short Notes 2 questions of 5 marks each out of 4(Unit I, II) 5. i)Letterwriting one questions of 5 marks ii) Gadyamsha Lekh one question of 5 marks 6. i)Interview & Biodata one question of 5 marks ii) Precis writing 5 marks 7. short notes (Unit IV) 2 questions of 5 marks	80 marks)

WVA PA- 8 : aAEB EAMVWEAZA aAEIA aAr - eEAV

FAEUA:

1. aAEB EAMVWEAZA aAEIA aAr FSAZBA DAIaEAB ogME | 1
2. KPAAVA OAUKE aAEEBA CUMPEAB F FSAZAOAU FbFAc AVBE? «±Aqj».

WVA PA- 9 : COI Dj ,AaUA... aA AzBaAEARU

FAEUA:

1. AaAIAZa FBAIAIA PkUE PATaA Fj AIAEAB «aj» 1.
2. CEAZa aAOA 'COI Dj ,AaUA' PkVAIA e OAU aPPAVZP «aj» 1

WVA PA- 10 : EEUE «±AAW ARA - gaEaj cAPPO

FAEUA:

1. 'A«wAIA UVZP e OTEA aAEBAVA aAAVUUA OUE aPPAVZP «aj» 1
2. AAEAB «AAj ZA ASAZBA WAaAIAEAB ,A«wAIA UAQEA ,A«EA AZA DZA »EB AIA e W1/2».

WVA PA- 11 : AIAVBAZAV PAVBA PA OAEBUA - FAEAB

FAEUA:

1. FAEUA AREBA MI AO DAIaEAB ogME | 1.
2. AIAVAIAUA AEAVZP e? ZAO» 1

WVA PA-12 : AgE J ,kizAVA AgA PAIAAgAQK tUgE

FAEUA:

1. 'VAAEAQa ,A«gAJ ,BEAVaAgE ,PAyO» 1
2. VAaAgA ,AOA OAUKE ZARAIA FBAVAVZBA «aj» 1 ?

WVA PA- 13 : EFAAZPAUA - ZAA ,AEIVAAIA

FAEUA:

1. EPA AAZPAUA JAZBAEA ? CzBA EwOA ,ASGE-Aj .
2. EPA AAZPAUA AIAAPA ? «aj» 1.
3. PEBAZBA FBAUE EPA AAZPAUA FAVBAEA ? «aj» 1.

WVA PA- 14 : ZAOVPA Fj APAIA ePEBA

FAEUA:

1. C@a «gAA , CzD «gAA , OAUKE «aBA «gAAUAEAB Fj ZA-A» 1.
2. 'CxD FMEtO APA gZIEE JAZBAEA ? GZAObUUA ,bvA «aj» 1.

OUFA , AAZAFBA FAUA

1. FAVB/WO - FBAEA ,FAZPBA - FEA...ZAgA ±hO
 PAIAO aAO PA ,FAZPBA - qA. EAUUA UEqa Dgi.
 FAAGAAUA ,AAUMEGA «±AZA@aIA

«ZAOYDUKA aE@a aFAEBAWA PAA±UUA :

PEA ASI	aE@a aFAEBAWA FBAUUA	BA , CAPUA
1	DAVj PA aE@a aFAEBAWA : JgBA Oga Fj APBA OAUKE aAIEAFVA FSAZa gZIEE	(20 CAPUA)
2	3 UAMUA C aAIA «±AZA@aIA Fj API	(80 CAPUA)

Credit Based I Semester BBA Degree
Course: BBA
Course Paper: Accounting – I
No. of Modules: 4
(Four hours per week. Max.Marks:100)

Objective of the course:

- To understand the fundamentals of book-keeping, accountancy, accounting concepts and conventions.
- To learn the preparation of subsidiary books.
- To study the concept of depreciation.
- To learn the preparation of final accounts of a sole trader.

Module I- Introduction:

12 Hours

Book-keeping, Accounting-concepts, conventions, objectives and functions of Accounting, systems of accounting, journalizing, preparation of ledger accounts, computerized Accounting.

Course Outcome:

1. What are the functions of accounting?
2. Briefly explain the accounting concepts.
3. Explain the accounting conventions.
4. Journalising the accounting entries.
5. Preparation of ledger account.

Module II-Subsidiary books:

12 Hours

Purchases book, sales book, purchase return book, sales return book, cash book- simple cash book, three column cash book, petty cash book, bank reconciliation statement- meaning, causes, preparation of bank reconciliation statement.

Course Outcome:

1. Preparation of purchase book, sales book, purchase return book, sales return book.
2. Preparation of three column cash book.
3. Preparation of petty cash book.
4. What are the causes for difference in pass book balance and cash book balance?
5. Preparation of bank reconciliation statement.

Module III- Depreciation accounting:

12 Hours

Meaning and definition, causes, methods of charging depreciation-original cost method, written down value method and annuity method, Trial balance- meaning, methods of preparation, rectification of errors, suspense account.

P.T.O.

Course Outcome:

1. Calculation of depreciation under three methods.
2. What are the causes of depreciation?
3. What are the types of errors?
4. Preparation of trial balance.
5. Passing journal entries to rectify the errors.

Module IV- Preparation of final accounts of a sole trader: 12 Hours

Meaning, trading account, profit and

loss account and balance sheet preparation.

Course Outcome:

1. Preparation of final accounts of a sole trader.

Books for reference:

1. Accounting I- B.S. Raman (United publishers)
2. Accounting I- K.S.N. Adiga (Shubadri books)
3. Introduction to accounting – Shukla M.C & T.S. Grewal (S. Chand)
4. Principles and practice of accountancy- R.L. Gupta (S. Chand)
5. Advanced accountancy- Maheshwari S.N (Vikas publishing house)

Student Evaluation Components:

Sl. No.	Type of Assessment	Weightage
1.	Internal Assessment: Two tests & assignment	(20 marks)
2.	University Examination of 3 hours duration. Question paper pattern: All questions are compulsory, All questions are one word questions with four Alternative.	(80 marks)

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Code: BBABMC106

Credit Based I Semester B.BA Degree
(Common to all Batches)
Course: Economics
Course Paper I: Principles of Economics
Number of Modules: 04
(4 Hours per week. Max. Marks: 100)

Objectives of the Course:

- To understand the economic problems and basic Economic concepts.
- To understand the consumer behaviour with the help of Economic Laws.
- To understand the concepts of demand, supply, elasticity of demand.
- To study the importance of factors of production in the production activity

MODULE I: 12 Hours

Origin of Economics: Definitions – Scarcity & Growth oriented – Scope – micro and macro economics - basic problems of the economy – production possibility curve- price mechanism. Nature of economic laws – Basic assumptions in economics. Consumer's Sovereignty - basic economic concepts – wants – features – classification – goods – utility.

Course Outcome:

1. Write a note on definitions of economics.
2. What are the basic problems of the economy?
3. What are Economic Laws? Explain their features
4. Write a note on the basic economic concepts.
5. What are the basic assumptions in economics?

MODULE II: 12 Hours

Consumer Behaviour: Law of diminishing marginal utility, law of equi-marginal utility, Indifference curve analysis – Indifference Schedule – curve , map – properties of indifference curve, marginal rate of substitution, budget line - consumers equilibrium.

Course Outcome:

1. Explain the law of diminishing marginal utility.
2. Explain the law of equi-marginal utility.
3. Explain the Consumers Equilibrium with the help of Indifference Curve analysis.

MODULE III: 12 Hours

Demand: Meaning, Law of demand- determinants of demand – changes in demand – consumer's surplus – measurement and importance of supply – meaning of supply, law of supply - elasticity of demand-types of price elasticity – income elasticity – cross elasticity – promotional elasticity – degrees of price elasticity - , measurement of price elasticity - significance of elasticity of demand.

P.T.O.

Course Outcome:

1. State and explain the law of demand.
2. Difference between change in demand and change in quantity demanded.
3. What is law of supply?
4. What is elasticity of demand? What are the different types of elasticity of demand?
5. Explain the significance of elasticity of demand. How elasticity of demand is measured?

MODULE IV: 12 Hours

Production: Meaning - factors of production- land – features – labour, division of labour – types – advantages & disadvantages – mobility of labour – efficiency of labour – input markets – factors determining demand for input – marginal productivity theory. Capital – types – stages of capital formation – organisation – meaning – functions of entrepreneur – attributes of entrepreneur – recent trends.

Course Outcome:

1. What are the important features of factors of production?
2. What is division of labour? What are its merits and demerits?
3. Explain the marginal productivity theory of distribution.
4. What is Capital formation? What are the different stages of capital formation?
5. Write a note on Theories of Profit.

Books for Reference:

1. M. L .Seth: Principles of Economics
2. S. Sankaran: Economics Analysis.
3. D .M. Mithani: A Course in Business Economics
4. H. L. Ahuja: Advanced Economic Theory.
5. S .K. Agarwal: Principles of Economics.
6. Paul A. Samuelson & William D. Nord Laws
7. Alfred W. Stonier & Douglas C. Hague

Student Evaluation Components:

Sl. No.	Type of assessment	Weightage
1.	Internal assessment: two tests and assignment	(20 marks)
2	University examination of Three hours duration. Question paper pattern: there will be three parts. Part A- Answer any ten questions of 1 mark each out of 12 questions Part B- Answer any five questions of 5 marks each out of 7 questions. Part C- Answer any three questions (internal choice) of 15 marks each.	(80 marks)

Credit Based I Semester BBA Degree
Course Paper : Principles of Management
No. Of Chapters : 04
[4 Hours per Week Max. Marks : 100]

Objective of the Course

- The students will be able to relate, discuss, understand, and present management principles, processes and procedures in consideration of their effort on individual actions.
- To participate, summarize or lead class discussions, case problems and situations from both text and student experience that relate to the text material.

Chapter 1 : Nature and process of management: 12 Hours

Meaning and definition of management- management process- Management as a science, an art or a profession – Difference between administration and management- significance of management- Managerial function vs- managerial skills-role of managers.

Management thought: Classical Theory- Scientific Management- elements- principles, criticisms- Administrative management – principles of modern management- Contributions of Peter Drucker.

Course Outcome:

1. Explain the principles and elements of scientific management.
2. Write an explanatory note on the contributions of Henry Fayol to Modern management.
3. Is management a profession?
4. Explain the contributions of Peter Drucker.
5. Write a note on "Functional Foremanship".

Chapter 2: Planning: 12 Hours

Meaning and definition, features , benefits and limitations of planning- process of planning – how to make planning effective- types of plan-MBO – process- importance – making MBO effective – Decision making – process – types of decision.

Course Outcome:

1. How to make planning effective?
2. Explain the process of MBO.
3. What is planning? Explain the various steps involved in planning process.
4. Explain the process of decision making.

Chapter 3: Organisation: 12 Hours

Meaning- definition – features – principles- process- types of organisation-organisation chart-meaning and content – organisation manual – meaning and content- Authority and power- Delegation of authority- centralisation and Decentralisation of authority- span of management- Staffing – Meaning-significance-process-Leadership- Meaning- qualities- styles of leadership.

Course Outcome:

- 1) What is line and staff organisation? Explain its merits and demerits.
- 2) What should be the qualities of a good leader?
- 3) Explain the principles of sound organisation.
- 4) Explain the different styles of leadership.
- 5) Distinguish between centralisation and decentralisation of authority.

Chapter 4: Motivation:

12 Hours

Meaning – importance and objectives- Morale and productivity- Communication – importance and objectives- Coordination and control- Coordination-meaning – principles- Control-meaning – process-control methods or techniques- Management audit concept- Change Management-Knowledge management- emerging trends- case studies in all units.

Course Outcome:

- 1) Explain the importance of coordination.
- 2) Explain the importance of Motivation.
- 3) What are the principles of coordination?
- 4) Explain the process control.
- 5) Case studies.

Books for Reference:

- 1) Principles and Practice of Management – T.N. CHHABRA.
- 2) Principles and Practice of Management – L.M. PRASAD.
- 3) Principles of Management – K.S ADIGA
- 4) Principles and Practice of Management – V.S.P.RAO.

Student Evaluation Components:

Sl.No	Type of Assessment	Weightage
1.	Internal assessment:2 tests & assignment	(20 Marks)
2.	University Examination of 3 Hrs duration	(80 Marks)

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Credit Based I Semester BBA Degree
Course Paper: Business Organisation
Number of Chapter : 04
(4 hours per week. Max.Marks : 100)

Objectives of the course :

To provide basic knowledge about the business.

- To understand the objectives and meaning of business.
- Comparative evaluation of the forms of organisation.
- Know the types of combination.
- Understand the need of finance for business organisations.
- Know the forms of insurance.

Chapter 1 : Nature – Scope and Forms of business:-

Meaning, nature scope objectives, essentials of successful business ; Forms: Sole proprietorship: Definitions, features, merits and Demerits.

Partnership : definitions, features, merits and demerits, Joint Stock Company: definitions, features, merits and demerits, Co-operatives: definitions, features, merits and demerits; Public Enterprises: Departmental Undertaking: definitions, features, merits and demerits. Public Corporations: definitions, features, merits and demerits. Government Companies: definitions, features, merits and demerits.

Course Outcome:

1. What is business? Describe the nature and scope of business activities in modern society?
2. Distinguish between Joint Stock Company and Partnership Firm.
3. Discuss the merits and demerits of a co-operative society, as a form of business organisation.
4. Explain the merits and demerits of a Government Companies.
5. What are the essential requisites for attaining success in business?
6. Explain the different forms of public enterprises.

Chapter 2 : Business Combinations – Meaning definitions, causes, types, Forms- Simple Combinations, Compound combinations : Simple associations : Trade associations, Chamber of commerce, Informal agreement- Federations : Pools – Meaning, Features, Types, Merits and demerits :- Cartels : Meaning, objectives, types, merits and demerits- Consolidations : Partial consolidations- Trusts Community of Interest Holding Companies- Complete consolidations : amalgamations and mergers- merits and demerits of Business Combinations, Recent Trends in Business Combinations.

Course outcome :

1. What do you understand by a business combination? Describe the various types of such combinations.
2. What is a pool? Describe the various types of pools?
3. What is a trust? Explain the organisation and working of trusts
4. Distinguish between:
 - a) Trust and a Holding company
 - b) Pool and Cartel
 - c) Horizontal and Vertical integration
5. What is a cartels? Mention its advantages and disadvantages.

Chapter 3 : Sources of Business Finance-

Types of Business Finance: Long, Medium and Short Term;

Sources of Corporate Finance : Issue of shares : Equity Shares- Features, Merits and Demerits, Preference Shares: Features, Types, Merits and Demerits.

Debentures : Features, Types, Merits and Demerits. Shares v/s Debentures- Public Deposits : Features, Merits and Demerits- Retained Earnings : Features, Merits and Demerits, Institutional Financing (IDBI, IFCI, ICICI, SFC), Objectives, Functions and forms of assistance; Sources of Short Term Finance: Trade Credit, Bank Credit- Types, Inter Company Loans, Lease Finance, Accounts Receivable, Financing Customer Advances.

Course outcome :

1. What is finance function? What are its objectives?
2. What is meant by capital plan? Discuss the essentials of a good capital plan.
3. How will you secure fair or balanced capitalisation?
4. Explain the merits and demerits of a debentures.
5. Briefly explain the sources of short term finance.

Chapter 4 : Elements of Insurance –

Meaning, Significance: to the individuals, to the business people and to the society(refer principles and practice of insurance by M.N.Mishra). Principles, types- Life Insurance: Terms and Conditions, Types of life policies- Fire Insurance: Features and Proceedings for Claim, Marine Insurance: Features, Types, Clauses, Warranties and Marine Losses, Miscellaneous types of Insurances and Recent Changes and Development in Insurance Sector.

Course outcome :

1. What is insurance? Describe the role and benefits of insurance.
2. Discuss the important principles of insurance.
3. “Life assurance is both a protection and an investment”. Explain.
4. How would you define “Marine insurance”? Describe the various types of marine insurance policy.

Books for reference :

1. S.A. Sherekar – Business Organisation.
2. C.B. Guptha -- Business Organisation and Management
3. M.C. Shukla - Business Organisation
4. Dr. S.C. Saxena - Business Organisation
5. M.N. Mishra - Principles and practice of Insurance.

Student Evaluation Components:

SL.NO	TYPE OF ASSESSMENT	WEIGHTAGE
1.	Internal assessment:2 tests & assignment	20% (20 Marks)
2.	University Examination of 3 Hrs duration	80% (30 Marks)

5. The literal meaning of the word “quo warranto” is_____
- a) On what makes b) On what creates c) On what grounds
d) On what determinates.
6. _____ Art provides for the enforcement of fundamental rights by the Supreme Court
- a) Art-32 b) Art-32(2) c) Art-32(3) d) Art-32(1)

MODULE III

Union Government

12 Hours

- President of India- Election, Powers and Position
- Prime Minister and Council of Ministers
- Union Parliament-Loksabha, Rajya Sabha-organization and Powers
- Legislative Process

Course outcome:

1. The Presidents of India is empowered to nominate_____ persons to the Loksabha.
a) 10 b) 2 c) 12 d) 14
2. Criminal charges can be initiated against President during his term of office.
a) True b) False c) Absurd d) Partially true
3. The emergency powers are consisted in _____ articles.
a) 7 b) 8 c) 9 d) 10
4. Who is the real executive of the state?
a) President b) Prime minister c) Vice president d) All the above
5. Who was compared the Indian Prime minister to the President of U.S.A.
a) Mahatma Gandhi b) Jawaharlal Nehru c) Ambedkar d) None of the above

MODULE IV

State Government

12 Hours

- The Governor
- Chief Minister and Council of Ministers
- State Legislature- Vidhana Sabha and Vidhana Parisad – Oragnization and Powers

Course outcome:

1. Who is the head of the national defence committee?
a) President b) Army head c) Prime minister d) Navy head
2. The qualification for the post of Ambassador is _____
a) IAS b) IFS c) IES d) IPS
3. All the international Treaties and agreements are negotiated in the name of _____
a) The Prime minister b) External Affairs c) President d) Vice President
4. The president has the power to summon the parliament at least_____ a year.
a) Once b) Twice c) Thrice d) Forth

MODULE V

Federalism in India

4 Hours

- Federal Features
- Unitary Features

P.T.O.

Course outcome:

- Federal units of India are called as _____
a) States b) Departments c) Sections d) Divisions
- Which state has among these has unicameral legislature?
a) Bihar b) Uttar Pradesh c) Karnataka d) Goa
- In India there is
a) Double Membership b) Single Citizenship c) Multiple citizenship d) None
- In our federal system distribution of power based on
a) 3 lists b) 2 Lists c) 4 Lists d) None

MODULE VI**The Judiciary****4 Hours**

- The Supreme Court-organization, Jurisdiction, Role
- The High Courts - Organization, Jurisdiction, Role

Course outcome:

- Who appoints chief justice of India?
a) Chief Minister b) Prime Minister c) President d) Governor
- Supreme Court of India controlled by
a) Parliament b) President c) Cabinet d) Lawminister
- Who transfer the judges of High Court?
a) Law minister b) President c) Prime Minister d) Chief Minister

MODULE VII**Electoral Process in India-Organization, Election, Function****5 Hours****Course outcome:**

- Who appoints the chief election Commissioner of India?
a) President b) Prime Minister c) Governor d) Defence Minister
- Which amendment of Indian Constitution decreased voting age from 21 to 18?
a) 61st b) 62nd c) 63rd d) 64th

MODULE VIII**Local Governments-Rural and Urban- Organization powers and Role****5 Hours****Course outcome**

- Head of the city corporation?
a) Commissioner b) Corporator c) President d) Mayor
- Which one of these is not a corporation?
a) Shimoga b) Bangalore c) Mysore d) Hubli-Dharwad

Books for reference:

- D.D. Basu- Introduction of Constitution of India
- M.V Pylee- Indian Constitution and Politics
- V.N. Shukla- Constitution of India

Student Evaluation Components:

Sl. No.	Type of Assessment	Weightage
1.	Internal Assessment: Two tests & assignment	20% (20 marks)
2.	University Examination of 3 hours duration. Question paper pattern: All questions are compulsory, All questions are one word questions with four Alternative.	80% (80 marks)

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