

**SHRI DAVARA UNIVERSITY
NAYA RAIPUR (C.G.)**



**PROGRAMME- CURRICULUM
FOR
BACHELOR OF COMMERCE
SEMESTER-IV
AS PER NEW EDUCATION POLICY-2020
AND
NATIONAL EDUCATION POLICY-2025
FOUR YEAR UNDERGRADUATE PROGRAMME-2024-25
EFFECTIVE FROM THE SESSION-(2024-2025)**



B.COM.

COURSE STRUCTURE

SEMESTER IV												
S.NO	COURSE CODE	COURSE TITLE	TEACHING HOURS PER WEEK				EXAMINATION SCHEME				TOTAL MARKS	
			L	T	P	C	THEORY		PRACTICAL			
Discipline Specific Course (DSC)			L	T	P	C	EX	IN	EX	IN		
1.	CODSC-10	Business Statistics	3	1	0	4	70	30	-	-	100	
2.	CODSC-11	Cost Accounting	3	1	0	4	70	30	-	-	100	
3.	CODSC-12	E-Commerce	3	1	0	4	70	30	-	-	100	
4.	CODSE-02	Principle of Marketing	3	1	0	4	70	30	-	-	100	
GENERAL ELECTIVE (GE)												
3.	COGE-03A	History of India Medieval Mughal Period	3	1	0	4	70	30	-	-	100	
ABILITY ENHANCEMENT COURSE (AEC)												
4.	DUAEC-04	Communicative english and soft skills	2	0	0	2	35	15	-	-	50	
VALUE ADITION COURSE (VAC)												
7.	DUSEC-02	Green Technology	2	0	0	2	35	15	-	-	50	
Total Contact hours Per Week:30			Total credit:				24	Total mark				600



FOUR YEAR UNDERGRADUATE PROGRAM-2024-28 FACULTY OF COMMERCE COURSE CURRICULUM

PART-A: Introduction		
Program: Bachelor in Commerce (Diploma / Degree / Honors)		Semester-IV Session: 2024-25
1	Course Code	CODSC-10
2	Course Title	Business Statistics
3	Course Type	Discipline Specific course (DSC)
4	Pre-requisite (if any)	As per program
5	Course Learning Outcomes [CLO]	<ul style="list-style-type: none">Understand the basic knowledge of data collection and various statistical elementary toolsDevelop the ability to analyse and interpret data to provide meaningful information to assist in management decisionApply appropriate graphical and numerical descriptive statistics for different types of data.Analyse statistical data graphically using frequency distributions and cumulative frequency distributions, measures of central tendency, dispersion and locationFind the inter-relation between two or more phenomena with the help of curve fitting and correlation-regression analysis.
6	Credit Value	4 Credits Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks: 100 Minimum Passing Marks: 40
PART-B: Content of the Course		
Total No. of Teaching-learning Periods (01 Hr. per period) - 60 Periods (60 Hours)		
Unit	Topics (Course Contents)	No. of Period
I	Introduction to Statistics: Meaning, Scope, Importance and Limitation Collection of Data: Primary and Secondary Data, Editing of Data, Classification of Data, Frequency Distribution and Statistical Series Tabulation of Data, Diagrammatical and Graphical Presentation of Data.	15
II	Measures of Central tendency: Mean, Median, Mode, Geometric and Harmonic Mean; Dispersion: Range, Quartile, Percentile, Quartile Deviation, Standard Deviation and its Co-efficient, Co-efficient of Variations and Variance, Test of Skewness and Dispersion, Its Importance, Co-efficient Of Skewness. Partition values.	15



III	Correlation: Meaning, Application, Types and Degree of Correlation Methods- Scatter Diagram, Karl Pearson's Coefficient of Correlation, Spearman's Rank Coefficient of Correlation. Regression Analysis: Meaning and Definition, Uses and Utility of Regression Analysis, Constructions of Regression Lines, Regression Coefficient, Determination of Coefficient of Correlation by Regression Coefficients, Properties of Regression Coefficient, Comparison of Correlation and Regression Analysis.	15
IV	Index Number: Meaning, Types and Uses, Method of Constructing Price Index Number, Fixed: Based Method, Chain-Base Method, Baseconversion, Base Shifting Deflating and Splicing. Consumer Price Index Number, Fisher's Ideal Index Number, Reversibility Test Time and Factor; Analysis of Time Series: Meaning, Importance and Components of a Time Series. Decomposition of Time Series: Measurement of Square Trend.	15
Key Words	Statistics, Collection of Data Frequency Distribution, Measures of Central Tendency, Dispersion, Skewness, Correlation, Regression, Index Numbers, Analysis of Time Series.	

Signature of Convener & Members (CBoS):



PART-C: Learning Resources		
Text Books, Reference Books and Others		
Text Books Recommended:-		
1.Dr.S.M.Shukla &Dr.S.P.Sahaya,Sahitya Bhawan Publication, Agra(Hindi & English Medium)		
2.Gupta,S.C.Fundamental of Statistics,Himalaya Publication		
3.Gupta S.P.&Gupta Archana,Elementary Statistics,(English and Hindi)Sultan Chand & Sons,New Delhi		
4.Dr.Gupta, Sharma, Dandekar, SBPD, Publishing House, Agra (Hindi & English Medium)		
Note:Learners are advised to use latest edition of text books.		
Reference Books		
1.Heinz, Kohler: Statistics for Business & Economics, Harper Collins		
2.Sharma J.K., Business Statistics, Person Education.		
Online Resources:*e-Resources / e-books and e-learning portals:		
https://www.youtube.com/watch?v=UjPTKJ2API8		
https://www.youtube.com/playlist?list=PLCyCyhRyXPpb615Aru-fMvXHMVjBWIL9I		
https://www.youtube.com/playlist?list=PL9Cd7H8NFRQzAO_e8epz415rBCP2-mBWT		
https://onlinecourses.swayam2.ac.in/cec20_mg13/preview		
https://www.classcentral.com/course/swayam-bcoc-134-business-mathematics-and-statistics-59093		
PART-D:Assessment and Evaluation:		
Suggested Continuous Evaluation Methods: Maximum Marks-		100Marks
Continuous Internal Assessment (CIA):		30Marks
End Semester Exam.(ESE)		70Marks
Continuous Internal Assessment: (CIA) (By Course Teacher)	Internal Test /Quiz (2) : 20&20 Assignment / Seminar: 10 Total Marks: 30	Highest marks out of the Two Test / Quiz +obtained marks in Assignment shall be considered against- 30Marks
End Semester Exam. (ESE):	Two Section:- A & B Section A; Q.1-Objective-10x1=10 Marks; Q.2-Short answer type-5x4= 20 Marks Section B:Descriptive answer type qts.,1 out 2 from each unit-4x10=40Marks	

Name and Signature of Convener & Members of (CBoS):



FOURYEARUNDERGRADUATEPROGRAM-2024-28

FACULTY OF COMMERCE

COURSECURRICULUM

PART-A: Introduction			
Program: Bachelor in Commerce (Diploma / Degree / Honors)		Semester- IV	Session :2024-25
1	Course Code	CODSC-11	
2	Course Title	Cost Accounting	
3	Course Type	Discipline Specific course (DSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes[CLO]	<ul style="list-style-type: none"> Acquire conceptual knowledge of cost accounting and able to solve various decision-making problems that takes place in business Evaluate the costs and benefits of different conventional and contemporary costing systems Understand different elements of cost and calculate material and labour cost. Able to prepare cost sheet to know the cost of a product. Determine contract cost, job-cost, batchcost,& process cost 	
6	Credit Value	4 Credits	Credit =15 Hours-learning & Observation
7	Total Marks	Max. Marks:100	Minimum Passing Marks:40
PART:B Content of the Course			
Total No.of Teaching-learning Periods (01 Hr. per period)- 60 Periods (60Hours)			
Unit	Topics (Course Contents)	No.of Period	
I	<p>Concept and Nature of Cost Accounting; Meaning of cost and costing Importance and features of costing, Cost classification, Concept of cost unit, Cost center, Establishment of an Idle cost accounting system</p> <p>Accounting for Material: Direct and indirect material, Valuation of material Principal of valuation of material, Material control, Purchases, Objective and Functions of purchase department, Inventory control-Meaning and techniques of inventory control.</p>	15.	
II	Employee Cost: Meaning and classification of employee cost, Requisite of a good wage and incentive system, Time and piece rate plans, Profit sharing, Employee productivity and cost. Labour cost control techniques, Employee turnover Remuneration and Incentive schemes (Rowan and Halsey Plan only) Overheads -Definition and classification, Production overheads -allocation and Apportionment of cost, Meaning and Methods of cost absorption, Treatment of over-absorption & under-absorption of overheads, Administration and selling & distribution over heads.	15	



III	Unit Output Costing -Concept and Need for Unit Output Costing, Preparation of Cost Sheet & Cost Statement and Tender Price Reconciliation of Cost and Financial accounts.	15
IV	Contract Costing- Methods of cost determination in contract costing, Escalation clause and cost- plus contract, Job Costing- Meaning of Job Cost, Preparation of Job Cost Sheet ,Batch Costing- Meaning of Batch Cost and its application in today's Industry. Process Costing -Meaning and application of process costing Methods of determination of costing process costing, Normal and abnormal loss and gain, Costing of Joint-product and by-product.	15
Key Words	Cost Accounting, Accounting for Material, Inventory Control, Employee Cost, Overheads, Unit Out-Put Cost, Reconciliation, Contract Costing, Process Costing	

Signature of Convener & Members (CBo5)



PART-C: Learning Resources		
Text Books, Reference Books and Others		
Text Books Recommended: 1. Jain S.P. and Narang K.L.: Cost Accounting; Kalyani New Delhi 2. Arora M.N.: Cost Accounting - Principles and Practice, Vikas, New Delhi 3. Jawahar Lal; Cost Accounting: Mc Graw Hill Education 4. M.L. Agrawal & K.L. Gupta Sahitya Bhawan Agra, (Hindi & English Medium) 5. Dr. B.K. Mehata, SBPD, Publishing House, Agra, (Hindi & English Medium) Note: Learners are advised to use latest edition of text books		
Reference Books: 1. Banarjee, B. Cost Accounting - Theory and Practice New Delhi 2. Taxman's Cost Accounting, New Delhi 3. Iyengar, S.P. Cost Accounting. Sultan Chand & Son: 4. Maheshwari S.N.: Advanced Problems and Solutions in Cost Accounting; Sultan Chand, New Delhi		
Online Resources: *e-Resources / e-books and e-learning portals: https://onlinecourses.nptel.ac.in/noc23 mg81/preview https://sultan-chand.com/books/view/604 https://www.youtube.com/playlist?list=PLaAhQ2ofZZRBTkHb-Moy11opzd18YAstV https://www.youtube.com/watch?v=-d3bMxsxzQY https://www.youtube.com/playlist?list=PLJ 81 DIRlyecXOA3ajkTVmpleeU uzHg		
PART:D:- Assessment and Evaluation:		
Suggested Continuous Evaluation Methods:		100 Marks
Maximum Marks Continuous Internal Assessment (CIA):		30 Marks
End Semester Exam. (ESE):		70 Marks
Continuous Internal Assessment: (CIA) (By Course Teacher)	Internal Test / Quiz (2): 20 & 20 Assignment / Seminar : 10 Total Marks: 30	Highest marks out of the Test / Quiz + obtained marks in best two and Assignment shall be considered against 30 Marks
End Semester Exam. (ESE):	Two Section: -A & B Section A: Q.1-Objective-10x1=10 Marks; Q.2-Short answer type- 5x4=20 Marks Section B: Descriptive answer type qts. 1 out of 2 from each unit-4x10=40 Marks	

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FOUR YEAR UNDERGRADUATE PROGRAM (2024-28)

Department of Commerce

COURSE CURRICULUM

PART-A:Introduction		
Program: Bachelor in Commerce (Certificate/Diploma/Degree/Honors)	Semester-IV	Session: 2024-2028
Course Code	CODSC-12	
Course Title	E-commerce	
Course Type	DSC	
Prerequisite	As per program	
Course Learning Outcomes (CLO)	On completion of the course, the students will be able to : (1) Fundamental principles of e Business and e Commerce and the role of Management, (2) Underlying used technologies with emphasis on Internet Technologies, (3) Application of tools and services to the development of small scale e Commerce	
Credit Value	4 Credits	1 Credit-15 Hours - Learning & Observation
Total Marks	Max. Marks:100	Min marks -40
PART -B: Content of the Course		
Total No. of Teaching-Learning Periods (01 Hr. per period)-60 Periods (60 Hours) No. of Topics (Course contents)		
Unit	Topics(Course Content)	No. of Period
I	E-commerce and its Technological Aspects Overview of developments in Information Technology and Defining E-Commerce: The scope of E commerce, Electronic Market, Electronic Data Interchange, Internet Commerce, Benefits and limitations of E-Commerce, Produce a generic framework for E-Commerce, Architectural framework of Electronic Commerce, Web based E Commerce Architecture.	15
II	Electronic Data Interchange: Benefits of EDI, EDI technology, EDI standards, EDI communications, EDI Implementation, EDI Agreements, EDI Security. Electronic Payment Systems, Need of Electronic Payment System: Study and examine the use of Electronic Payment system and the protocols used, Study Electronic Fund Transfer and secure electronic	15



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	transaction protocol for credit card payment. Digital economy: Identify the methods of payments	
III	Threats in Computer Systems: Virus, Cyber Crime Network Security: Encryption, Protecting Web server with a Firewall, Firewall and the Security Policy, Network Firewalls and Application Firewalls, Proxy Server.	15
IV	Issues in E Commerce Understanding Ethical, Social and Political issues in E Commerce: A model for Organizing the issues, Basic Ethical Concepts, Analyzing Ethical Dilemmas, Candidate Ethical principles Privacy and Information Rights: Information collected at E-Commerce Websites, The Concept of Privacy, Legal protections Intellectual Property Rights: Types of Intellectual Property protection, Governance.	15
Keywords		

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PART-C: Learning Resources

Text Books, Reference Books and Others

- Elias. M. Awad, " Electronic Commerce", Prentice-Hall of India Pvt Ltd. RaviKalakota, Andrew B. Whinston, "Electronic Commerce-A Manager's guide", Addison-Wesley
- Efraim Turban, Jae Lee, David King, H.Michael Chung, "Electronic Commerce–A ManagerialPerspective", Addison-Wesley.
- Elias M Award, "Electronic Commerce from Vision to Fulfilment", 3rd Edition, PHI, Judy Strauss, Adel El Ansary, Raymond Frost, "E-Marketing", 3RDEdition, Pearson Education.

PART -D: Assessment and Evaluation

Suggested Continuous Evaluation Methods:

Maximum Marks: 100 marks
 Continuous Internal Assessment (CIA): 30 Marks.
 End Semester Exam (ESE): 70 marks

Continuous Internal Assessment (CIA): (By Course Teacher)	Internal test/Quiz:-20 & 20 Assignment /seminar-10 Total marks:-30	Better marks out of the two test/Quiz+ obtained marks in assignment shall be considered against 30 marks.
End Semester Exam (ESE):	Two section- A&B Section A: Q1. Objective-10 marks: Q2. Short answer type-5x4=20 marks Section B: Descriptive answer type question, 1 out of 2 from each unit-4x10=40 marks	

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FOUR YEAR UNDER GRADUATE PROGRAM 2024-28

FACULTY OF COMMERCE

COURSE CURRICULUM

Course Title	PRINCIPLES OF MARKETING				
Course Code	CODSE-02				
Course Credits	L	T	P	TC	
	3	1	-	4	
Prerequisites	Student should have basic knowledge of fundamentals principles of marketing				
Course Objectives	The objective of this course is to provide basic knowledge concepts, principles, tools and techniques of marketing.				
Course Contents	<p>Unit 1:Introduction: Nature, scope and importance of marketing ;Evolution of marketing; Selling vs Marketing; Marketing mix, Marketing environment: concept ,importance, and components (Economic, Demographic, Technological, Natural, Socio- Cultural and Legal).</p> <p>Unit2: a. Consumer Behaviour : Nature and Importance, Consumer buying decision process; Factors influencing consumer buying behaviour. b. Market segmentation: concept, importance and bases; Target market selection; Positioning concept, importance and bases; Product differentiation vs. market segmentation.</p> <p>Unit 3:Product: Concept and importance, Product classifications; Concept of product mix; Branding, packaging and labeling; Product-Support Services; Product life-cycle; New Product Development Process; Consumer adoption process.</p> <p>Unit4: a. Pricing: Significance. Factors affecting price of a product. Pricing policies and strategies. b. Distribution Channels and Physical Distribution: Channels of distribution - meaning and importance; Types of distribution channels; Functions of middle man; Factors affecting choice of distribution channel;Wholesalingandretailing;TypesofRetailers;e-tailing,PhysicalDistribution.</p>				
Course Outcomes	<p>CO1: Demonstrate the ability to critically evaluate a marketing program from consumer and marketing practitioner viewpoints, including consideration of ethical implications.</p> <p>CO2:Communicate clearly, in an organized fashion, the concept so fmarketing in both or a land written work.</p> <p>CO3:Demonstratean understanding of how marketing fits with the other business disciplines with in an organization.</p>				



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Text Books	<ol style="list-style-type: none">1. Kotler, Philip, Gary Armstrong, Prafulla Agnihotri and Ehsanul Haque. <i>Principles of Marketing</i>. 13th edition. Pearson Education.2. Michael, J. Etzel, Bruce J. Walker, William J Stanton and Ajay Pandit. <i>Marketing: Concepts and Cases</i>. (Special Indian Edition), McGraw Hill Education3. William D. Perreault, and McCarthy, E. Jerome., <i>Basic Marketing</i>. Pearson Education.4. Majaro, Simon. <i>The Essence of Marketing</i>. Pearson Education, New Delhi.5. The Consumer Protection Act 1986.
Reference Books	<ol style="list-style-type: none">1. Iacobucci and Kapoor, <i>Marketing Management: A South Asian Perspective</i>. Cengage Learning.2. Dhruv Grewal, Michael Levy, <i>Marketing</i>, Mc Graw Hill Education.3. Chhabra, T .N., and S. K. Grover. <i>Marketing Management</i> .Fourth Edition. Dhanpat Rai & Company.4. Neeru Kapoor, <i>Principles of Marketing</i>, PHIL earning5. Rajendra Maheshwari ,<i>Principles of Marketing</i>, International Book House



PART-A:Introduction		
Program: Bachelor in Commerce (Certificate/Diploma/Degree/Honors)	Semester-IV	Session: 2024-2028
Course Code	COGE-03A	
Course Title	History of India from beginning to 2nd century BC	
Course Type	GE (General Elective)	
Prerequisite	As per program	
Course Learning Outcomes (CLO)	At the end of this course, the students will be able <ul style="list-style-type: none">• Understand about various sources of ancient Indian History.• Understand various chronological Period of ancient Indian history.• Become familiar with various aspects of political and cultural history of those periods	
Credit Value	4 Credits	1 Credit-15 Hours - Learning & Observation
Total Marks	Max. Marks:100	Min marks -40
PART -B: Content of the Course		
Total No. of Teaching-Learning Periods (01 Hr. per period)-60 Periods (60 Hours) No. of Topics (Course contents)		
Unit	Topics(Course Content)	No. of Period
I	1. Sources of ancient Indian history . 2. Literacy of sources Brahman, Jain, Buddha and accounts of foreign Travelers 3. Archaeological sources: stone ,tools ,inscriptions ,coins Architecture and sculptures	15
II	1. Vedic age 2. Mahajanapadas 3. Flourishing of Magadh Empire	15
III	1. Achievements of Chandragupta Maurya and Ashoka and decline of mauryan Empire 2. Indo greeks 3. Sunga	15
IV	1. Satvahan 2. Shaka kshatrap and partiyon 3. kharvela	15
Keywords		
Name and Signature of Convener & Members of CBS		
PART-C: Learning Resources		
Text Books, Reference Books and Others		
Text Books Recommended:		



1. उदयनारायण राय - गुप्त राजवंश तथा उसका इतिहास (नया संस्करण) 1988
2. श्री राम गोयल- भारत का राजनैतिक इतिहास भाग 2 एवं 3
3. श्री राम गोयल- गुप्त साम्राज्य का इतिहास
4. विशुद्धानंद पाठक- उत्तर भारत का राजनीतिक इतिहास
5. डी.सी. गांगुली - परमार राजवंश
6. अवध बिहारी लाल अवस्थी- राजपूत राजवंश
7. भगवती प्रसाद पांथरी- गौखरी और पुष्पभूमि राजवंश
8. डॉ. बैजनाथ शर्मा- हर्षवर्धन
9. डॉ. के.ए. नीलकंठ शास्त्री- दक्षिण भारत का इतिहास
10. Majumdar, Roy - An Advanced History of India Vol. I
11. Ashvini Agrawal- Rise and Fall of the imperial Gupta
12. R.C. Majumdar & A.D. Pusalkar (Ed.) The Classicale Age "The age of Imperial

Online Resources:

- <http://inflibnet.ac.in/index.php>
- <https://www.swayamprabita.gov.in/index.php>

PART -D: Assessment and Evaluation

Suggested Continuous Evaluation Methods:

Maximum Marks:	100 marks
Continuous Internal Assessment (CIA):	30 Marks.
End Semester Exam (ESE):	70 marks

Continuous Internal Assessment (CIA): (By Course Teacher)	Internal test/Quiz:-20 & 20 Assignment /seminar-10 Total marks:-30	Better marks out of the two test/Quiz+ obtained marks in assignment shall be considered against 30 marks.
End Semester Exam (ESE):	Two section- A&B Section A: Q1. Objective-10 marks: Q2. Short answer type-5x4=20 marks Section B: Descriptive answer type question, 1 out of 2 from each unit-4x10=40 marks	
Name and Signature of Convener & Members of CBoS.		



FOUR YEAR UNDERGRADUATE PROGRAM (2024-28)

DEPARTMENT OF ENGLISH (AEC)

COURSE CURRICULUM

PART-A:Introduction		
Program: Bachelor in Commerce (Certificate/Diploma/Degree/Honors)	Semester-IV	Session: 2024-2028
Course Code	DUAEC-04	
Course Title	Communicative English and Soft Skills	
Course Type	Ability Enhancement Course (AEC)	
Prerequisite	As per program	
Course Learning Outcomes (CLO)	<p>At the end of this course, the students will be able</p> <ul style="list-style-type: none"> • Learn deviant use of English both in written and spoken forms. • Understand the importance of communication n English. • Apply the ability to improve competence in using English language. • Analyze the importance of reading skills, • Develop language for speaking with confidence 	
Credit Value	2 Credits	1 Credit-15 Hours - Learning & Observation
Total Marks	Max. Marks: 50	Min marks -20
PART -B: Content of the Course		
Total No. of Teaching-Learning Periods (45 min. per period)-30 Periods		
Unit	Topics(Course Content)	No. of Period
I	<p>What is communication?</p> <ul style="list-style-type: none"> • Purpose of Communication. • Types of Communication (Verbal and Non- Verbal), • The motivating factors (Intrinsic and Extrinsic) • Barriers of Communication (Internal and External). 	07
II	<p>Building Vocabulary</p> <ol style="list-style-type: none"> Use of Dictionary, Building vocabulary through synonyms and antonyms, Use of Phrasal Verbs, Idioms and Phrases Unseen passage 	07
III	<p>Conversation in English (Performance Based)</p> <p>A) Reading: Very short stories (Gif of Magi, Cinderella, The Selfish Giant, Stories</p>	08



	<p>from Panchatantra), Newspaper reports / Fact-based articles, Diction and tone, Identifying topic sentences, Reading aloud: Reading an article/report.</p> <p>B) Spoken English for the Real world and Situational Dialogues (any four)</p> <ul style="list-style-type: none"> • Call Center: Talking to service Providers, Professional Enquiries, Talking with peers/ seniors. • Bank: for opening an account (seeking information on loans/FDs/other schemes. • Office: (seeking information regarding job vacancy) • Market (asking for price of an object, discount etc), • Restaurant: (asking for the special dish, offerings in the menu and ordering for food) • At the Railway Station / Bus Station enquiry: (Arrival and departure of buses/ trains) • Hotel: Booking a room, asking tariff rate • Travel agency:- (Asking to book tickets fares, finding vacancies in hotels) <p>C) Greetings and Common Etiquettes: Introducing oneself Invitation; Making Requests; Expressing Gratitude; Complimenting and Congratulating; Expressing Sympathy; Apologizing; Complaining and Expressing Regret</p>	
IV	<p>Applied Riding Practice and Ethics</p> <ol style="list-style-type: none"> i. Introduction to trail riding or arena riding ii. Group riding etiquette and communication iii. Intro to jumping and dressage (optional for advanced learners) iv. Ethical treatment and welfare of horses v. Assessment through practical demonstrations and logbook maintenance <p>Presentation skills (Performance Based): Effective oral presentation, Characteristics of good oral presentation. Use of quotations and anecdotes. Ways of Oral Presentation (Seminar, Viva -voce, Interview, Power Point etc.) Gestures/ Mannerism during oral presentation. Media methods used for effective oral presentation, Body Language, Attire.</p>	08

Keywords Communication, Vocabulary, Conversation, Reading, Presentation.

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PART-C: Learning Resources

Text Books, Reference Books and Others

Text Books Recommended:

- Fluency in English - Part II, Oxford University Press, 2006.
- Enrich Your English, OUP, SR Inthira and V. Saraswathi, CIEFL, 1997
- Oxford A-Z of English Usage, ed. Jeremy Butterfield, OUP, 2007.
- Longman Dictionary of Common Errors, N.D. Turton and J.B. Heaton, Longman, 1998
- Contemporary Communicative English, S Chand
- Malhotra Perna, Deb Dulal Halder, (2019) Communication Skills: Theory and Practice, Eighth Edition, BookAge Publications, New Delhi.

Online Resources:

- Applying Communication Theory for Professional Life: A Practical Introduction. Dainton and Zellely,



<http://tsime.uz.ac.zw/claroline/backends/download.php/url-L0ludHJvX3RvX2NvbW11bmliYXRpb2Sf>

- [https://web.sol.du.ac.in/my_modules/type/cbcs-41=2ldata/root/B.Com/Semester%20ABILITY-ENHANCEMENT 20COMPU_ SORY%20COURSE-AECC/English%20Communication%20A-B-C/Unit%201-5.pdf](https://web.sol.du.ac.in/my_modules/type/cbcs-41=2ldata/root/B.Com/Semester%20ABILITY-ENHANCEMENT%20COMPU_SORY%20COURSE-AECC/English%20Communication%20A-B-C/Unit%201-5.pdf)
- <https://larchive.ore/details/personality-development-book/mode/1up>
- <https://www.coursera.org/articles/presentation-skills>
- <https://eniaminball.com/blog/food-body-language-best-visual-aid-falks/>
- <https://www.cbs.de/en/blog/15-effective-presentation-tips-to-improve-presentation-skills/>
- <https://blow.moderngeoy.com/importance-of-body-language-in-presentations-good-bad-examples>

PART -D: Assessment and Evaluation

Suggested Continuous Evaluation Methods:

Maximum Marks: 50 marks

Continuous Internal Assessment (CIA): 15 Marks.

End Semester Exam (ESE): 35 marks

Continuous Internal Assessment (CIA): (By Course Teacher)	Internal test/Quiz:-10 & 10 Assignment /seminar-05 Total marks:-15	Better marks out of the two test/Quiz+ obtained marks in assignment shall be considered against 15 marks.
End Semester Exam (ESE):	Two section- A&B Section A: Q1. Objective-05 marks: Q2. Short answer type-5x2=10 marks Section B: Descriptive answer type question, 1 out of 2 from each unit- 4x5=20 marks Total = 35 marks	

Name and Signature of Convener & Members of CBoS.



FOUR YEAR UNDERGRADUATE PROGRAM (2024-28) Green Technology

PART-A: Introduction		
Program: Bachelor in Commerce (Certificate/Diploma/Degree/Honors)	Semester-IV	Session: 2024-2028
Course Code	DUSEC-02	
Course Title	Green Technology	
Course Type	Skill Enhancement Course (SEC)	
Prerequisite	As per program	
Credit Value	2 Credits	1 Credit-15 Hours - Learning & Observation
Total Marks	Max. Marks: 50	Min marks -20

PART -B: Content of the Course

Total No. of Teaching-Learning Periods (45 min. per period) - 30 Periods

Unit	Topics(Course Content)	No. of Period
I	Foundations of Green Technology & Sustainability Concepts of Green Chemistry, Green Engineering, and Process Intensification. Understanding Sustainable Development: Ecological, Economic, and Social dimensions. Systems perspective and intergenerational justice in sustainability.	06
II	Green Synthesis, Catalysis & Nanotechnology Green oxidation, photochemical reactions, Microwave and Ultrasound-assisted reactions. Synthesis of Green Reagents and Solvents. Introduction to Green nanotechnology and the role of Ionic liquids.	06
III	Cleaner Production & Industrial Processes Pollution statistics (Polymer, Textile, Pharma, Dyes). Cleaner Production (CP) methodology and benefits. Environmental Management Hierarchy (EMH) and the relationship between CP and EMS.	07
IV	Practical Implementation & Case Studies Waste recovery (Nitrogen/Fluoride), reuse of industrial wastewater, and gas quenching processes. Green Productivity and emerging technologies. Compliance with Green Laws and practical case studies in industrial implementation.	06
Keywords		

PART -D: Assessment and Evaluation

Suggested Continuous Evaluation Methods:

Maximum Marks: 50 marks



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Continuous Internal Assessment (CIA): 15 Marks. End Semester Exam (ESE): 35 marks		
Continuous Internal Assessment (CIA): (By Course Teacher)	Internal test/Quiz:-10 & 10 Assignment /seminar-05 Total marks:-15	Better marks out of the two test/Quiz+ obtained marks in assignment shall be considered against 15 marks.
End Semester Exam (ESE):	Two section- A&B Section A: Q1. Objective-05 marks: Q2. Short answer type-5x2=10 marks Section B: Descriptive answer type question, 1 out of 2 from each unit- 4x5=20 marks Total = 35 marks	
Name and Signature of Convener & Members of CBoS.		

