

B. Com. I (Semester-II)**Subject Code: 400200****VERTICAL:A/B:- MAJOR/MINOR :-ADVANCED ACCOUNTANCY**

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400200	Advanced Accountancy	2	30	2 Hrs.	30

Course Outcomes:

Upon completion of this course, the students will:

- Acquire knowledge in depreciation methods, and the relevant journal entries. Compute depreciation with the help of 2 important methods i.e. Straight Line and Reducing Balance (Written Down) Method.
- Grasp the complexities of accounting for non-profit institutions especially Club, Hospital & Education Institution.
- Implement accounting principles to co-operative societies and cooperative banks.
- Demonstrate a thorough understanding of specialized accounting practices in Agriculture, Dairy and Poultry Farming.

Unit	Contents	No of Periods
Unit- I	1.1 Depreciation: Meaning, Definition, Characteristics, Causes, Points to be kept in mind while determining the amount of Depreciation; Journal Entries on Depreciation, Methods of Depreciation (meaning), Advantages & Disadvantages. 1.2 Problems on Straight Line Method, & Diminishing Balance Method.	7
Unit- II	Accounts of Non Profitable institutions(Club, Hospital & Education Institution): 2.1 Meaning, Need of Accounts. 2.2 Books maintain by Non-profit Concerns. 2.3 Receipts & Payments Account. 2.4 Difference between Receipts & Payments Account & Cash Book. 2.5 Problems on Receipts & Payments Account Income & Expenditure Account. 2.6 Difference between Receipts & Payments Account and Income & Expenditure Account. 2.7 Problems on Income & Expenditure Account 2.8 Final Accounts of Non-Profit Institutions.	8
Unit- III	Accounts of Co-operative Societies and Co-operative Banks: 3.1 Accounting Books 3.2 Final Accounts of Co-operative Societies	7

Unit- IV	Farm Accounts of Agriculture, Dairy & Poultry Farming: 4.1 Definition, Characteristics & Need of Farm Accounting 4.2 Necessary Books of Farm Accounting 4.3 Preparation of Cash Book, Live Stock Inventory, Crop Account 4.4 Final Accounts of Farm (Agriculture, Dairy & Poultry)	8
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Books Recommended:

1. Jain, Khandelwal & Pareek: Fundamentals of Accounting, Ramesh Book Depot. Jaipur
2. Gupta, R. L. and Radhaswamy, M: Financial Accounting. Sultanchand and Sons, New Delhi
3. R.L. Gupta & V.K. Gupta: Fundamentals of Accounting, Sultanchand & Sons New Delhi.
4. Maheshwari S. N. & Maheshwari S. K. An Introduction to Accountancy, Vikash Publishing House Pvt. Ltd. New-Delhi.
5. R.R. Gupta: Advanced Accountancy, Kalyani publishers, New Delhi
6. N.P. Agrawal, S.C. Jain, Shurma, Shah, Mangal, : Ramesh Book Depot, Jaipur (Hindi, English)

Web Links & E-Contents:

1. <https://rccmindore.com/wp-content/uploads/2015/06/BCOM-1-Financial-Accounting-1.pdf>
2. <https://rccmindore.com/wp-content/uploads/2015/06/BCOM-H-I-Financial-Accounting.pdf>
3. <https://www.ddegjust.ac.in/studymaterial/bba/bba-104.pdf>
4. <https://kb.icai.org/pdfs/PDFFile5b28bdcfe1c309.30940167.pdf>
5. https://cooperation.tripura.gov.in/sites/default/files/CAS%20for%20PACS%20%26%20LAMPS_0.pdf
6. <https://www.rd.usda.gov/sites/default/files/cir57.pdf>
7. https://www.rfilc.org/wp-content/uploads/2020/08/1163528274908_Farm_accounting.pdf
8. <https://core.ac.uk/download/pdf/288067258.pdf>

B. Com. I (Semester-II)**Subject Code: 400201****VERTICAL:A/B:- MAJOR/MINOR :- INDIAN CNTRACT ACT-II**

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400201	INDIAN CNTRACT ACT-II	2	30	2 Hrs.	30

Course Outcome: Set out a range of subject specific, cognitive and transferable skills within the purview of Law of Indemnity & Guarantee, Bailment & Pledge and Law of Agency.

This course equips the students to better appreciate the legal services required in a corporate office so that he can enhance his relevance as an employee.

Unit No.	Name of Topic	Details	Lect./Periods
1	Law of Indemnity and Guarantee:	Introduction: Law of Indemnity and Guarantee - Contract of Indemnity, Definition-Essentials, Rights of indemnity holder, Rights of indemnifier.	07
2	Contract of Guarantee	Definition, Consideration in a contract of guarantee, Essentials of contract of Guarantee, Law as to bank guarantee, Distinction between a contract of indemnity and a contract of guarantee. Contract of Insurance Guarantee and Indemnity. Distinguished – Continuing guarantee, Revocation of Continuing guarantee, When surety is not discharged? Exceptions- Invalid guarantees, Rights of surety, Law as to co-sureties, Right of surety against the co-surety.	08
3	Contract of Bailment & Pledge.	Bailment, Definition, Essentials, Kinds of Bailments, Rights, duties and liabilities of Bailor, Rights, duties and liabilities of a Bailee, What is lien? General Lien, Particular or Specific lien, Particular lien a& General lien.	07

		Finder of Goods, Pledge: Definition, Essentials, Pledge and Lien distinguished, Pledge and Bailment distinguished Rights of a Pawnee, Liabilities of a Pawnee Rights of Pawnor, Pledge by persons other than the true owner.	
4.	Law of Agency	Appointment of Agent , Who is an agent and a Principal, Who can appointed an agent? Who can employ agent, Test of Agency, How is agency constituted? Ratification, Rules governing ratification. Classification of Agents, sub-agent, Relationship between Principal and agent and sub-agent. Agent's authority, Implied authority, Effect of agents' authority. Revocation and renunciation of agent's authority, Rights, duties and liabilities of Principal and agents. Termination or determination of agency. Effect of termination.	08

Books Recommended :

Business Law for management Vol. I, K. R. Bulhandani, Himalaya Publishing House

- Mercantilelaw:MCShukla S.Chandandcompanylimited, NewDelhi
- Business Regulatory and Framework- Sai Jyoti Publication, Nagpur- Dr . Dr. S.R.Raghuwanshi, Dr. A.S.Khandekar Dr. V.W.Jaswante, Dr. R.O.Oza.
- BusinesslawP.C.TulsianTataMc-grawHillPublishingCompanylimited,NewDelhi
- BusinessLaw:P.SarvanavelS.Senthil&S.Balakumar,HimalayapublishinghouseNewDelhi
- BusinessLaw:C.L.Bansal,Taxman'sNewDelhi
- GSTReadyReckonerV.S.Date,Taxman'sNewDelhi
- IndianContactAct.&SalesofGoods
Act:P.Sarvenavel,S.Sumathi,HimalayaPublishingHouse,NewDelhi.
- MercantileLaw:N.D.Kapoor,SultanChand&SonsEducationalPublishing.NewDelhi.
- Business Regulatory Framework: Dr. Ashish P. Mohata Sai Jyoti Publication.
- व्यवसाय नियमन विषयक कायदांची रचना, डॉ. राधेशायम पी.चोधरी, प्रा. तुषार एम. कोटक Sai Jyoti

Publication.

- व्यवसाय नियामक व मंडल कायदा डॉ. अरविंद शिंदे, जाधव, खडसे व नेउलकर, अनुराधा प्रकाशन, नागपूर
- व्यवसाय नियामक कायदे रचना आणी कंपन्यांच्या कायदा, ए. एस. उखळकर, पिंपलापुरे प्रकाशन, नागपूर

B. Com. I (Semester-II)**Subject Code: 400202****Vertical A/B :- Major/Minor: Dynamics of Management-II**

Level	Semester	Course code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400202	Dynamics of Management-II	2	30	2 Hrs	30

Course outcomes:**By the end of this course, students will be able to-**

1. Inclusive Understanding of Management Concepts
2. Application of Management Principles.
3. Enhanced Leadership and Motivation Skills.
4. Critical Thinking and Analysis.

Unit	Contents	No. Of periods
Unit-I	Planning: Meaning , Definitions and Features, Advantages and Limitations of planning, Forecasting: Meaning, Definitions and Features, difference between planning and forecasting,	7
Unit- II	Decision Making: Meaning , Definitions and Features, Decision Making Process, Organization: Meaning , Definitions, Functions of Organization, Principles of Organization,	8
Unit-III	Staffing: Meaning and Definitions, Recruitment, Sources of Recruitment, Concept of Selection, Leadership: Meaning and Definitions, Types of Leader, Characteristics of Leadership. Motivation: Meaning and Definitions, Importance of Motivation, Types of Motivation,	7
Unit-IV	Motivation: Meaning and Definitions, Importance of Motivation, Types of Motivation, Theories of Motivation: Theory X and Theory Y, Theory Z, Herzberg's Theory of Needs,	8

BOOKS RECOMMENDED:

- Ramaswmy,T. (2010): Principles of Management, Himalaya Publishing House, Mumbai.
- देशमुख ,प्रभाकर(२००३)व्यवसायव्यवस्थापनाचीमुलतत्वे ,पिंपळापुरेपब्लिकेशन्स ,नागपूर
- Prasad,L.M. (2019): Principles & Practice of Management, Sultan Chand & Sons, New Delhi.
- North Maharashtra University e-book published on their website: <https://old.nmu.ac.in/Portals/46/SLM/SLM%20S.Y.%20B.Com.%20Business%20Management.pdf>.
- Khushpat Jain, Apeksha Jain and Viplav Jain (2021), Business Organisation and Management, Himalaya Publishing House, New Delhi

B. Com. I (Semester - II)**Subject Code: 400203****Vertical A/B :- Major/Minor:- MICRO ECONOMICS – 2**

Level	Semester	Course code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	I	400203	MICRO ECONOMIC S – 2	2	30	2 Hrs	30

Course Outcomes:

The learning outcomes of this course are as follows:

1. Explain the basic economic problems and the role of the price mechanism.
2. Analyze demand and supply behavior and their interaction in determining equilibrium price and quantity.
3. Apply the concepts of consumer theory and utility maximization.
4. Evaluate production theory, cost analysis, and profit maximization for firms.

Unit	Contents	No. of periods
Unit-I	Market Structure: 1.1 Perfect Competition: Concept and Characteristics. 1.2 Price Determination under Perfect Competition. 1.3 Monopoly: Concept and Features. 1.4 Price Determination under Monopoly.	7
Unit-II	Market Structure: 1.1 Monopolistic Competition: Concept and Characteristics. 1.2 Price Determination under Monopolistic Competition. 1.3 Oligopoly: Concept and Features. 1.4 Price Determination under Oligopoly.	8
Unit-III	Factor Pricing : 1.1 Ricardian Theory of Rent. 1.2 Concept and Types of Wages. 1.3 Liquidity Preference Theory of Interest. 1.4 Innovation Theory of Profit.	7
Unit-	Welfare Economics:	8

IV	1.1 Concept and Definitions of Welfare Economics. 1.2 Arthur Pigou - Thoughts on Economic Welfare. 1.3 Amartya Sen - Thoughts on Economic Welfare. 1.4 Concept and Role of Corporate Social Responsibility (CSR).	
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BOOKS RECOMMENDED:

Pindyck, R.S. & Rubinfeld, D. *Microeconomics*. Pearson Education Publications.

Mankiw, N. G. *Principles of Microeconomics*, Cengage Learning Publications.

Tandon, P. *A Textbook of Microeconomic Theory*. Sage Publications.

Mehta, P.K. & Singh, M. *Introductory Micro Economics*. Taxmann Publications.

Dwivedi, D.N. *Microeconomics: Theory and Applications*. Vikas Publishing House.

Sachdeva, A. *Micro Economics Theory and Applications*, KusumLata Publications.

Salvatore, D. *Microeconomic Theory*, McGraw-Hill, Education.

Case, K.E., Fair, R.C., & Oster, S.E. *Principles of Microeconomics*, Pearson Publications.

Nicholson, W. & Snyder, C. *Microeconomic Theory: Basic Principles and Extensions*, Cengage Publications.

Samuelson, P.A., Nordhaus, W.D. *Microeconomics*, McGraw-Hill Education.

Chaturvedi, D.D. & Mittal, A. *Principles of Microeconomics*. Kitab Mahal Publications, New Delhi.

Principles of Microeconomics by N. Gregory Mankiw (latest edition)

Microeconomics by Robert S. Pindyck and Daniel L. Rubinfeld (latest edition)

Fundamentals of Microeconomics by Carl E. Walsh (latest edition)

Tiwari G. S., Business Economic, Dyanpath Publication.

Online resources and simulations from Khan Academy Economics

<https://www.khanacademy.org/economics-finance-domain/>

Note: Learners are advised to use the latest edition of readings

B.Com. I (Semester II)
Subject Code: 400204
Vertical C-Generic Open Elective : Basic of Economics

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400204	Basic of Economics	2	30	2 Hours	30

Course Outcomes:

Upon successful completion of this course, students will be able to:

1. Students of other streams will understand the basic concepts of economics.
2. Students will learn the fundamental concepts of micro and macroeconomics.
3. Students will acquire knowledge of the concept of utility along with its features and types.
4. Students will know the demand and supply mechanism.
5. Students will recognize the significance of economics in their daily lives.

Unit	Contents	No. of Periods
Unit I	Introduction of Economics 1.1 Introduction to Economics 1.2 Kautilya's views on economics 1.3 Definition of economics: A. Adam Smith B. Alfred Marshal C. Lionel Robbins 1.4 Branches of economics: A. Microeconomics- concept and feature B. Macroeconomics- concept and features	7
Unit II	Unit 2 Utility Analysis 2.1 Meaning and features of utility 2.2 Types of Utility 2.3 Concept of utility: total utility, marginal utility 2.4 Meaning of human want, characteristics of wants	8
Unit III	Unit 3 Consumer Behaviour 3.1 Meaning of Demand 3.2 Types of demand 3.3 Determinants of demand 3.4 Law of demand with assumption and exception	7
Unit IV	Unit 4 Producer behaviour 4.1 Meaning and Definition of Supply 4.2 Determinants of Supply 4.3 Law of supply with assumption and exception 4.4 Factors of production: land, labour, capital, and entrepreneur	8
Internal Assessment	1. MCQ base Test 10 Marks 2. Assignment 10 Marks ----- Total 20 Marks	

Books Recommended

1. Dixit K.R., Business Economics, Vishwa publishers and distributors.
2. Mithani D.M. Principles of Economics, Himalaya Publishing House.
3. Bhuptani Prem J., Principles of Economics, TaxMann Allied Services Pvt. Ltd.
4. Mankiw. N. G. Principles of Microeconomics Cengage Learning Publications.
5. Chaturvedi, D. D. & Mittal, A. Principles of Micro Economics, Kitab Mahal Publication, New Delhi.
6. Ahuja H.L. Principles of Micro Economics. S.Chand and Company Ltd.

7. Ahuja H.L. Principles of Micro Economics. S.Chand and Company Ltd.
 8. Tiwari G.S. Principles of Economics, DnyanPath Publicatio
- Note : Learners are advised to use the latest edition of readings

B.Com. I (Semester II)
Vertical C:- GOEC:- Entrepreneurship Development

Subject Code : 400205

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
	II	400205	Entrepreneurship Development	2	30	2Hrs	30

Unit No.	Name of Topic	Details	Lect./Periods
1	Introduction	Entrepreneur- Definition – Role of Entrepreneurship in Economic Development, Factors motivating Entrepreneurships, Advantages of becoming Entrepreneur.	07
2	Creating and Starting the Venture	Sources of new Ideas, Methods of generating ideas, problem solving, product planning and development process	07
3	Financing & managing the new venture	Sources of capital, Record keeping, recruitment, motivating and leading teams, financial controls, Marketing and sales controls.	08
4.	Institutional Support	Role of Directorate of Industries, District Industries Carters (DIC), Industrial Development Corporation (IDC), State Financial Corporation (SFCs), Commercial banks , Small Scale Industries Development Corporations (SSICs)	08

Books Recommended:-

REFERENCE BOOKS:

1. Entrepreneurship: Rajeev Rai; Oxford University Press , New Delhi.
2. Entrepreneurial Development: Dr. S.S.Khanka ; S. Chand &Company Ltd. Delhi.
3. Entrepreneurship And Skill Development: Dr. R. D. Yadgire, Dr. S.R.Raghuwanshi; Dhyanpath Publication, Amravati.

4. Entrepreneurship and Employment : S>B> Verma ; Deep and Deep Publications Pvt. Ltd. Delhi.
5. Entrepreneurship Development and Project Management: Neeta Baporikar; Himalaya Publishing House, New Delhi.
6. Business Communication: S>G> Krishnamacharyulu & R. Lalitha ; Himalaya Publishing House, New Delhi.
7. Developing Presentation Skills; Dr.R.L.Bhatia; Wheeler Publishing ;New Delhi/Allahabas
8. Managerial and SkillvDevelopment; Puneet Varshney and Anita Dutta Alfa Publication,New Delhi.

B. Com. I (Semester-II)

Subject Code: 400206

VERTICAL D :- VOCATIONAL SKILL COURSE- ACCOUNTING WITH TALLY

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400206	Accounting with Tally	2	60	2 Hrs.	30

Course Outcomes:

Upon successfully completing this course, students will be able to:

- Demonstrate proficiency in application of tally in accounting.
- Evaluate the advantages and limitations of accounting by Tally software versus manual methods.
- Navigate the Tally interface including the Gateway of Tally, button panel and calculator.
- Create, modify and delete company data in Tally.
- Manage account structures including primary and secondary groups and multiple ledgers.
- Establish and manage inventory including stock groups, items, units of measure and godowns.
- Process accounting transactions using various vouchers in Tally.
- Use inventory-specific vouchers for efficient management.
- Create and manage sales and purchase orders.
- Understand TDS, TCS and GST handling by Tally.
- Generate and interpret financial reports including trial balance, day book, account books, profit and loss account, balance sheet, ratio analysis, inventory, cash/fund flow and exceptional reports.

Unit	Topics	No. of Periods
Unit I	1.1 Introduction to Tally Software (Tally 9/ ERP9/ Prime) 1.2 Advantages and Limitations of Computerized Accounting Software. 1.3 Opening Screen of Tally: Gateway of Tally, Button Panel, Calculator. 1.4 Company Creation Procedure, Company Alteration Procedure, Company Deletion Procedure. 1.5 Configuration Features.	16
Unit II	2.1 Accounting Features: 2.1.1 Primary Groups/ Secondary Groups Procedure: Creation, Alteration, Deletion Procedure. 2.1.2 Ledgers (Single/Multiple): Creation, Alteration, Deletion Procedure. 2.2 Inventory Features:	14

	2.2.1 Stock group, Stock Item Creation Procedure, Alter, Delete. 2.2.2 Units of measures: Simple Units of Measures, Compound Units of Measures. 2.2.3 Godown – Create /Alter/ Delete Procedure.	
Unit III	3.1 Accounting Vouchers: Contra, Payment, Receipt, Journal, Sales, Purchase. 3.2 Inventory Vouchers. 3.3 Sales Order. 3.4 Purchase Order.	16
Unit IV	4.1 Indian tax system & Tally Tax features- TDS, TCS, GST 4.2 Display: Trial Balance, Day Book, Account Books, Statement of Accounts, Profit and Loss account, Balance Sheet, Ratio analysis Inventory Books, Statement of Inventory, Cash/Fund Flow, List of Accounts, Exceptional Reports.	14

Books Recommended:

1. Agrawal Gaurav, Learn Tally Prime with GST, Digital Muneemji, Aligarh, UP
2. Chheda Rajesh, Learn Tally Prime, Book scape
3. Tally Essential, (Tally Prime), Prom Tally, Tally Solution Pvt. Ltd.
4. Tally Manual
5. Financial Accounting on Computer using Tally- Namrata Agrawal
6. Implementing Tally &.2: A.K. Nadhani, K.K. Nadhani, BPB publications

Web Links & E-Contents:

1. Link for Tally Tutorials: <https://tallysolutions.com/learning-hub/>

B.Com. I (Semester II)

VERTICAL D- SKILL ENHANCEMENT COURSE:COMPUTER SKILL-II

SUBJECT CODE : 400207

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400207	COMPUTER SKILL-II	2	60	2	30

Course Outcomes:

After undergoing the course syllabus, the students will

- Get the information about evolution and application of computer & it's development.
- Understand the meaning, characteristics and elements of different operating systems.
- Aware about Word processing and learn to prepare a text document with complete formatting and page setting.
- Get knowledge about Power point presentation , Slide shows & slide views

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Unit-I:OperatingSystem:

15 Hrs.

Operating System Basics: Introduction, Main Functions, Structure, Types of Operating System. Concepts of Popular Operating Systems: MS DOS, MS W INDOWS, MSWindow NT, UNIX, LINUX, MACINTOSH.

Window7: Introduction, Features, Types and Elements of Windows.

WindowScreen: Desktop, Computer, Documents, Recycle Bin, Internet Explorer, Task Bar, Properties, Management of the Files & Folders.

Unit-II:Moderncommunications (Conceptonly)

!5 Hrs.

Communications: FAX, Voicemail, and information services ; e-Mail, Group Communication: Tele

conferencing, Videoconferencing, File exchange ; Bandwidth ; Modem ; Network Topologies:

Network types LAN, MAN, WAN and their Architecture, Dial up access.

Unit-III:WordProcessingworkingwithTableandGraphics:

15 Hrs

[MS-WORD2007]

Working with Tables ; Create, Add Rows & Columns, Convert Table to Text, Using Graphics & Objects ; Insert Clip Arts, Links, Shapes, TextBox, Word Art, Drop Cap, Procedure and Application of Mail Merge

Unit-IV: PowerPoint Presentation:

15 Hrs.

Working with MS-PowerPoint 2007: Concept of Presentation, MS-PowerPoint Screen, Creating, Opening and Saving Presentations, Inserting Text, Clips & Word Art to Slides, Working with Different Slide Views, Background features, Gallery, Color Layout, Slide Effects, Slide Show and Printing.

Books Recommended:

1. Fundamentals of Computers .Rajarman PHI
2. Computer Fundamentals-B.Ram (WE)
3. Introduction to IBM PC & Applications-Taxali.
4. MS-OFFICE (PHI)
5. MS-OFFICE (BPB)
6. MS-OFFICE (TMH)
7. Yeats: Systems Analysis & Design ; Macmillan India, New Delhi.
8. Computer Fundamentals : Dr.S.R.Raghuwanshi & Dr. A.S.Khandekar _ Himalaya Publication, Nagpur.
9. Basics of Computer and Business Mathematics, By Dr.Rajiv Ashtikar, Dr.Santosh Sadar and Prof.Vilas Chopade: Payal Prakashan, Nagpur.

***Division of Marks for Practical**

Record preparation	05 Marks
Practical	05 Marks
Discription	05 Marks
Viva	05 Marks

B.Com.I (Semester-II)**Vertical –e (i) Ability Enhancement Courses (AEC)English****Subject code -400208****Subject Title- AEC English**

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam. Duration	Max. Marks
4.5	II	400208	AEC English	01	30	1 Hours	25

Course Outcomes	1) The students will study successful personalities 2) Students will think of business and its ways 3) Value Education will assist to make a better citizen. 4)Writing skill will help them becoming precise. 5) Students will develop holistic approach towards life
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Unit System	Content	Teaching Hours
Unit 1 Prose	1)IndraNooyi 2) SundarPichai 3) RamchandraRao and LaxmanKirloskar	15
Unit 2 Writing Skills	E- mail writing	15

References: Board of Editors (Orient BlackSwan publication)

Model Questions	-Based on the above Two Units, 1 Long Answer Questions will be asked for 07 Marks. (07) -Based on the above Two Units, 2 Short Answer Questions will be asked-each for 04 Marks. (08)
External-15 Internal -10 Total-25	- Internal Assessment -10 Marks. - Unit Test related to above Two Units will be conducted where 10 Multiple Choice Questions will be asked.

*CourseType : Demonstrative – Batch size -20

Note : AEC is English and MIL 25 marks each.

B. Com. I (Semester-II)

Vertical E: Ability Enhancement Course Marathi

Subject Code :400209

Subject Title: Communication Skill - II

Level	Semester	Courses Code	Courses Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400209	Marathi	01	30	1 Hrs.	25

Courses Outcomes :

1. स्पर्धेच्या युगात जाहिरातीचे महत्त्व किती आहे ते समजेल.
2. स्पर्धेच्या युगात जाहिरातीचे महत्त्व किती आहे ते समजेल.
3. जाहिरातीच्या विविध माध्यमांचा परिचय होईल.
4. उद्योग व्यवसायात जाहिरातीच्या विविध माध्यमांचा प्रत्यक्ष वापर कसा करावा हे समजेल.
5. जाहिरातीच्या माध्यमातून उद्योग कसा वाढवावा व जाहिरात कशी लिहावी हे समजेल.

Unit System	Contents	Teaching Hours
Unit I	उद्योग व्यवसायात जाहिरातीचे महत्त्व – मोहिनी मोडक	15
Unit II	जाहिरातीची माध्यमे - मोहिनी मोडक	15

References विचारशोध भाग – 1 - राघव पब्लिकेशन्स, नागपुर प्रथमावृत्ती - 2024

Model Questions	वरील दोन्ही घटकावर 01 दीर्घोत्तरी प्रश्न 07 गुणांकरिता विचारला जाईल. वरील दोन्ही घटकावर आधारीत 02 लघुत्तरी प्रश्न प्रत्येकी चार म्हणजे एकूण 08 गुणांकरिता विचारले जातील. (वरील दोन्ही प्रश्नांना अंतर्गत पर्याय राहतील)
External – 15 Internal – 10	अंतर्गत मूल्यमापन (Internal Marks) घटक चाचणी - 10 गुण वरील दोन्ही घटकाशी संबंधित घटकचाचणी ज्यात 10 गुणांचे 10 वस्तुनिष्ठ बहुपर्यायी प्रश्न विचारले जातील

*CourseType : Demonstrative – Batch size -20

*AEC हा पेपर इंग्रजी 25गुण व इतर भाषा 25गुण असा एकत्रित 50गुणांचा असेल.

B. Com. I (Semester-II)

Vertical E: Ability Enhancement Course Hindi

Subject Code : 400209

Subject Title: Hindi

Level	Semester	Courses Code	Courses Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400209	Hindi	01	30	1Hrs.	25

Courses Outcomes

1. विद्यार्थियों को विभिन्न व्यावसायिक कौशल से अवगत कराया जाएगा।
2. विद्यार्थी भाषा और व्यवसाय के बीच संबंध को समझेंगे।
3. कौशल से उत्पादन में गुणवत्ता आ सकती है।
4. व्यवसाय में दस्तावेजों के महत्व को समझेंगे।
5. कुशल जनशक्ति तैयार की जाएगी।

Unit System	Contents	Teaching Hours
Unit I	टिप्पण लेखन	15
Unit II	एनीमेशन लेखन व विस्तार- शुबि दाधिच	15

References ज्ञानदीप भाग-1 - (संपादक:- डॉ. निभा उपाध्याय, डॉ.तीर्थराज राय, डॉ.सुशांत ठोके)

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Model Questions	<ul style="list-style-type: none">• उपरोक्त दोनों इकाइयों पर 07 अंक का 01 दीर्घ उत्तरीय प्रश्न पूछा जायेगा।• उपरोक्त दोनों इकाइयों पर आधारित 02 लघु उत्तरीय प्रश्न 4-4 अंक अर्थात् कुल 08 अंक के पूछे जायेंगे।(उपरोक्त दोनों प्रश्नों में आंतरिक विकल्प होंगे)
External – 15 Internal – 10 Total - 25	<ul style="list-style-type: none">• आंतरिक मूल्यांकन (Internal Evaluation):- इकाई परीक्षा 10 अंक• उपरोक्त दोनों इकाइयों से संबंधित एक):- इकाई परीक्षा जिसमें 10 अंकों के 10 वस्तुनिष्ठ बहुविकल्पीय प्रश्न पूछे जायेंगे।

Course Type : Demonstrative – Batch size -20

* AEC का पेपर कुल 50 अंकों का होगा जिसमें अंग्रेजी 25 अंक और अन्य भाषा 25 अंक होंगे।

B.Com.I(Semester –II)
Vertical-e Ability Enhancement Course Sanskrit
Subject code: 400209
Subject Title- AEC संवाद कौशल्य -2

Level	Semester	Course code	Course name	credit	Teaching hours	Exam Duration	Max marks
4.5	II	400209	Sanskrit	1	30	1hr.	25

Course Outcome अभ्यासपत्रिकेची फलनिष्पत्ती	<ol style="list-style-type: none"> 2. संस्कृतभाषेतील संवादपरंपरेचा परिचय करून देणे. 3. संस्कृतभाषेतील संवादकौशल्याच्या वैशिष्ट्यांचा परिचय करून देणे. 4. संस्कृत अर्ज व पत्रलेखन या लेखन प्रकारांचे ज्ञान करून देणे. 5. संस्कृतभाषेतून शुभसन्देश लिहिण्याचे कौशल्य प्राप्त करून देणे.
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Unit	Content	Teaching Hours
Unit I	संस्कृतभाषेतील संवादकौशल्याच्या वैशिष्ट्यांचा परिचय <ol style="list-style-type: none"> 1. रामायणातील राम -हनुमानसंवादाचे विवेचन व वैशिष्ट्ये (किष्किन्धाकांड सर्ग 2 व 3) 2. कौटिलीयअर्थशास्त्रातील आज्ञापत्रपद्धतीचे विवेचन (अधिकरण 2 रे अध्याय 31) 	7 Hr
Unit II	संस्कृतपत्रलेखन	8 Hr
References	<ol style="list-style-type: none"> 1. पत्रसन्देश: – संस्कृतभारती प्रकाशन, बेङ्गलुरु 2. संस्कृतव्यवहारसाहस्री – संस्कृतभारती प्रकाशन, बेङ्गलुरु 3. रामायण- गीताप्रेस, गोरखपुर 4. कौटिलीयअर्थशास्त्र – भाषान्तर ब. रा. हिवरगांवकर प्र. वरदा प्रकाशन, पुणे 	
Model Questions	<ul style="list-style-type: none"> • वरील दोनही घटकावर आधारित 1 दीर्घोत्तरी प्रश्न प्रत्येकी 7 गुणांकरिता असेल. • वरील दोनही घटकावर आधारित 2 लघुत्तरी प्रश्न प्रत्येकी 4 म्हणजे एकूण 08 गुणांकरिता विचारले जातील. 	
External- 15 Internal -10 Total -15	<ul style="list-style-type: none"> • अंतर्गत मूल्यमापन (Internal Evaluation) – घटक चाचणी 10 गुण • वरील चारही घटकांशी संबंधित 10 बहुपर्यायी प्रश्न 10 गुणांसाठी घटकचाचणीत विचारले जातील. 	
Course Type : Demonstrative – Batch size -20 AEC हा पेपर इंग्रजी 25 गुणांचा आणि अन्य भाषा 25 असा एकत्रित 50 गुणांचा असेल.		

B.Com.I (Semester -II)

Vertical –e (i) (AEC) Ability Enhancement Course Urdu

Subject Code-400209

Subject Title : Communication Skill -II (Urdu)

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400209	اردو میڈیا	01	30	1 Hrs.	25

Course Outcomes

1. اخباری ترجمہ نگاری سے طلباء کو متعارف ہوگے
2. طلباء اخبار کی صفحہ سازی کی تکنیک سے متعارف ہوگے
3. پریس کانفرنس کس طرح لی جاتی ہے اس کی معلومات کرے گے
4. اہم شخصیتوں کی ملاقات لینے کے لئے کن باتوں کا خیال رکھا جاتا ہے سمجھے گے

Unit System	Contents	Teaching Hours
Unit –I	1. اخباری ترجمہ نگاری - عبد السلام عاصم	15
	اخبار کی صفحہ سازی کی تکنیک - افضل مصباحی	
Unit -II	1. پریس کانفرنس - او۔ پی۔ ورما	15
	1. ملاقات نگاری - غضنفر اقبال	

Reference s

اردو میڈیا :- ترتیب کار۔ پروفیسر خواجہ محمد اکرام الدین

Model Questions	* اوپر کے دو یونٹ پر دو میں سے ایک مفصل جواب مطلوب ہے 7 مارکس * اوپر کے دو یونٹ پر چار میں سے دو مختصر جوابات مطلوب ہے 8 مارکس
External -15 Internal – 10 Total- 25	(Internal Marks)-10 Marks 10 (Objective) اوپر کے دونوں یونٹ پر 10 مارکس کے متبادل سوالات رہے گے

*CourseType : Demonstrative – Batch size -20

B.Com.I (Semester II)
Vertical- e (i) Ability Enhancement Course Pali
Subject Code -400209

Subject Title -पाली उपयोजित व्याकरण

Level	Semester	Courses Code	Courses Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400209	पाली	01	30	1 Hrs.	25

Courses Objectives	1.विद्यार्थ्यांना पाली भाषा लिहता, वाचता, व बोलता यावी यासाठी प्राथमिक माहिती देणे . 2.पाली संवादकौशल्याचे महत्व पटवून देणे. 3.शब्द साठा वाढविणे व वाक्य रचना करून बोलणे शिकविणे. 4. विद्यार्थ्यांना पाली भाषा व्याकरण शिकविणे. 5. विद्यार्थ्यांन सोबत पालीत संभाषण करणे.	
Courses Outcomes	1.विद्यार्थ्यांना पाली भाषा लिहता, वाचता, व बोलता यावी यासाठी प्राथमिक माहिती शिकण्यास मिळते. 2.पाली संवादकौशल्यामुळे विद्यार्थ्यांना अनुवादक म्हणून काम करता येते. 3.शब्द साठा वाढविणे व वाक्य रचना करण्यास मदत होते. 4. विद्यार्थ्यांना पाली भाषा व्याकरण शिकता येते. 5. विद्यार्थ्यांन सोबत पालीत संभाषण करता येते.	
Unit System	Contents	Teaching Hours
Unit I	स्थळ, वाहने, कार्यालय, नातेसंबंध व व्यक्तीनाचे नाव पाली मधून सांगणे.	15
Unit II	अव्यय, समास व संधी ई. माहिती	15
References	पाली भाषा अक्षरमाला – अरविंद भंडारे, पाली संशोधन संस्था मुंबई, २०२०	
Model Questions	<ul style="list-style-type: none"> वरील दोन्ही घटकावर 01 दीर्घोत्तरी प्रश्न 07गुणांकरिता विचारला जाईल. वरील दोन्ही घटकावर आधारीत02 लघुत्तरी प्रश्न प्रत्येकी चार म्हणजे एकूण 08गुणांकरिता विचारले जातील. (वरील दोन्ही प्रश्नांना अंतर्गत पर्याय राहतील)	
External – 15	अंतर्गत मूल्यमापन (Internal Marks) घटक चाचणी - 10 गुण वरील दोन्ही घटकाशी संबंधितघटकचाचणी ज्यात10 गुणांचे 10वस्तुनिष्ठ बहुपर्यायी प्रश्न विचारले जातील.	
Internal – 10		
Total - 25		

* Course Type: Demonstrative – Batch Size – 20

* AECहा पेपर इंग्रजी25गुण व इतर भाषा25गुण असा एकत्रित50गुणांचा असेल.

B.Com.I (Semester-II)**Vertical –e (iii) Value Education Course English****Subject code -400210****Subject Title – VEC - English**

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam. Duration	Max. Marks
4.5	II UG	400210	VEC-English	01	30	1 Hours	25

Course Outcomes
1) The students will recognize the values. 2) Value Education will develop the personality of students. 3) Value Education will assist to make a better citizen. 4) Value Education will instill credibility in Trade and Industry. 5) Value Education will establish transparency in Business

Unit System	Content	Teaching Hours
Unit 1	Changing India (Cross –cultural Communication Skills) – SudhaMurty	15
	The Dispenser of Holy Water (Positivity Skills) –Guy de Maupassant	
Unit 2	A Career (Reliability)- R.K.Narayan	15
	After Twenty Years (Professional Skills)- O. Henry	

References: English and Soft Skills –Vol.2 . By- S.P. Dhanavel(OrientBlackSwan publication)

Model Questions	-Based on the above 02 Units, 01 Long Answer Questions will be asked- for 07 Marks -Based on the above 02 Units, 02 Short Answer Questions will be asked-each for 04 Marks. (08)
External-15 Internal -10 Total-25	- Internal Assessment -10 Marks. - Unit Test related to above 02 Units will be conducted where 10 Multiple Choice Questions will be asked. (10)

*CourseType : Demonstrative – Batch size -20

Note : VEC is English and MIL 25 marks each.

B.Com I (Semester – II)

Vertical- e (iii) Value Education Courses Marathi

Subject Code –400211

Subject Title - मूल्य शिक्षण मराठी – 2

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400111	मूल्यशिक्षण मराठी – २	01	30	01 Hrs.	25

Course Outcomes :

1. विद्यार्थ्यांना मूल्यांची ओळख होईल.
2. मूल्य शिक्षणामुळे विद्यार्थ्यांच्या व्यक्तिमत्त्वाचा विकास होईल.
3. मूल्य शिक्षणामुळे चिंगला भारतीय नागरिक घडेल.
4. मूल्य शिक्षणामुळे उद्योग व्यापारात विश्वासाहर्षता निर्माण होईल.
5. मूल्य शिक्षणामुळे व्यवसायात पारदर्शकता येईल.

Unit System	Contents	Teaching Hours
Unit I 1	अनुभवातून शिकलेली शहाणपण - धनंजय दातार	15
2	रानावनाच मूड्स - किशोर रिठ	
Unit II 1	कमी भांडवलात व्यवसाय दुपट वरिष्ठ प्रिती – डॉ. संतोष आगरकर	15
2	उद्योगातील वूमन पावर – जयप्रकाश झेंड	

References विचारशोध – भाग – 1 - राघव पब्लिकेशन्स, नागपुर प्रथमावृत्ती – 2024

Model Questions	वरील 02 घटकावर आधारीत 01 दीर्घोत्तरी प्रश्न 07 म्हणजे एकूण गुण वरील 02 घटकावर आधारीत 02 लघुत्तरी प्रश्न प्रत्येकी 04 म्हणजे एकूण 08 गुण. (वरील प्रश्नांना अंतर्गत पर्याय राहतील)
External – 15 Internal – 10 Total - 25	अंतर्गत मूल्यमापन (Internal Marks) घटक चाचणी – 10 गुण (वरील 02 घटकाशी संबंधित घटक चाचणी ज्यात 10 गुणांचे 10 वस्तुनिष्ठ बहुपर्यायी प्रश्न विचारले जातील.)

* Course Type : Demonstrative – Batch size -20

* VEC हा पत्र प्रजे 25 गुण व त्रि भाषा 25 गुण असा एकत्रित 50 गुणांचा असेली

B.Com I (Semester – II)

Vertical- e (iii) Value Education Courses Hindi

Subject Code - 400211

Subject Title - मूल्य शिक्षाहिंदी- 2

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400211	मूल्य शिक्षाहिंदी- २	01	30	01 Hrs.	25

Course Outcomes I. विद्यार्थी मूल्यों की पहचान करेंगे।

- 2 मूल्यपरक शिक्षा विद्यार्थियों के अिकित्त्व का विकास करेगी।
3. मूल्यपरक शिक्षा एक बहुर भारतीय नागरिक बनाएगी।
4. मूल्य शिक्षा सञ्चिद्योग व्यापार में विश्वास पैदा होगा।
5. मूल्य शिक्षा व्यवसाय में पारदर्शिता लाएगी।

Unit System	Contents	Teaching Hours
Unit I	1 फीचर फिल्म लखिम एक अध्ययन- श्रीधर पांड	15
	2 वृत्त चित्र का लखिम और भाषा- श्री कृष्णा पांड	
Unit II	1 श्रम की कमाई -धर्मपाल शास्त्री	15
	2 हार की जीत- एन चंद्रशखिन नायर	
	3 सूचनाओं के कोलाहल में हंस- विवेकी दरकार -कल्पना मनोरमा	
	4 अलबत्ती (संस्मरण) -भुवेंद्र त्यागी	

References ज्ञानदीप भाग -1 (संपादक:- डॉ. निभा उपाध्याय, डॉ. तीर्थराज राय, डॉ. सुशांत ठोकर)

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Model Questions	<ul style="list-style-type: none">उपरोक्त 02 क्वाेशिों पर आधारित 01 दीर्घ उत्तरीय प्रश्न 7 अंकउपरोक्त सभी 02 क्वाेशिों पर आधारित 02 लघु उत्तरीय प्रश्न 4-4 अर्थात कुल 08 अंक (उपरोक्त दोनों प्रश्नों में आंतरिक विकल्प होंगे।)
External – 15 Internal – 10 Total - 25	<ul style="list-style-type: none">आंतरिक मूल्यांकन (Internal Evaluation):- क्वाई परीक्षा 10 अंक (उपरोक्त सभी 02 क्वाेशिों पर आधारित एक क्वाई परीक्षण जिसमें 10 अंकों के 10 वस्तुनिष्ठ बहुविकल्पीय प्रश्न शामिल हैं पूछा जाएगा.)

* Course Type : Demonstrative – Batch size -20

* VEC यह पत्र अंग्रेजी 25 अंक व अन्य भाषा 25 अंक एकत्रित 50 अंकों का होगा

B.Com.I (Semester-II)
Vertical-eValue Education CourseSanskrit
Subject code: 400211
Subject Title- नीतिशतकातील नीतिविचार भाग 2

Level	Semester	Course code	Course name	Credit	Teaching hours	Exam Duration	Max marks
4.5	II	400211	नीतिशतकातील नीतिविचार भाग 2	01	30	01 hr.	25

Course Outcome अभ्यासपत्रिकेतील फलनिष्पत्ती	
	<ol style="list-style-type: none"> 1. विद्यार्थ्यांना संस्कृतभाषेतील नीतिविषयक ग्रंथाचा परिचय होईल. 2. विद्यार्थ्यांना नीतिशतकात वर्णित विविध नीतिविषयांचा अभ्यास होईल. 3. विद्यार्थ्यांना नीतिशतकातील तर्कशुद्ध व वास्तववादी विचारांची ओळख होईल. 4. विद्यार्थ्यांना नीतिसाहित्याचा महत्त्व आत्मसात करता येईल.

Unit System	Content	Teaching Hours
Unit I	सज्जनपद्धती	15 Hr
	दुर्जनपद्धती	
Unit II	कर्मपद्धती	15 Hr
	अर्थपद्धती	
References	<ol style="list-style-type: none"> 1. नीतिशतकम् – संपादक जोशी अयाचित, सुयोग प्रकाशन, अमरावती 2. नीतिशतकम्- डॉ. स्वानंद पुंड्रूचा प्रकाशन 	
Model Questions	<p>वरील 02 घटकावर आधारित 01 दीर्घोत्तरी प्रश्न 7 गुण.</p> <p>वरील 02 घटकावर आधारित 02 लघुत्तरी प्रश्न प्रत्येकी 4 म्हणजे एकूण 08 गुणांकरिता विचारले जातील. (वरील दोन्ही प्रश्नांना अंतर्गत पर्याय राहतील)</p>	
External-15 Internal -10 Total -25	<p>अंतर्गत मूल्यमापन (Internal Evaluation) – घटक चाचणी 10 गुण</p> <p>वरील 02 घटकांशी संबंधित 10 बहुपर्यायी प्रश्न 10 गुणांसाठी घटक चाचणीत विचारले जातील.</p>	

Course Type : Demonstrative – Batch size -20

VEC हा परीक्षेची 25 गुणांचा आणि अन्य भाषा 25 असा एकत्रित 50 गुणांचा असतो

B.Com.I (SemesterII)

Vertical- e (iii) Value Education Courses Pali

Subject Code -400211

Subject Title - मूल्यशिक्षण पाली -२

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II (UG)	400211	मूल्यशिक्षण पाली - २	01	30	1 Hrs.	25

Course Outcomes	1.विद्यार्थ्यांना मूल्यांची ओळख होईल. 2.मूल्यशिक्षणामुळे विद्यार्थ्यांच्या व्यक्तिमत्त्वाचा विकास होईल. 3.मूल्यशिक्षणामुळे त्रिगंगा भारतीय नागरिक घडेल. 4.मूल्यशिक्षणामुळे उद्योग व्यापारात विश्वासाहर्षता निर्माण होईल. 5.मूल्यशिक्षणामुळे निवसायात पारदर्शकता येईल.		
Unit System	Contents		Teaching Hours
Unit I 1	चर्यापिटक – सिविराजचर्या, महासुदर्शनचर्या		15
2	वज्जीन सत्त अपरिहानिय धम्म		
Unit II 1	थरिगिथा – पटाचाराथरी आण्णपालीथरी		15
2	चार ब्रम्हविहार		
References	चर्यापिटक – महाराष्ट्र राज्य साहित्य व संस्कृती मंडळ, मुंबई १९९३ महापरीनिब्बानसुत्त – भिक्षु धर्मरक्षित – सम्यक प्रकाशन नई दिल्ली. १९८०		
Model Questions	• वरील 02 घटकावर आधारीत 01 दीर्घोत्तरी प्रश्न 07 गुण • वरील 02 घटकावर आधारीत 02 लघुत्तरी प्रश्न प्रत्येकी 04 म्हणजे एकूण 08 गुण		
External – 15 Internal – 10 Total - 25	अंतर्गत मूल्यमापन (Internal Marks) घटक चाचणी - 10 गुण (वरील 02 घटकाशी संबंधित घटक चाचणी ज्यात 10 गुणांचे 10 वस्तुनिष्ठ बहुपर्यायी प्रश्न विचारले जातील.)		

* Course Type: Demonstrative – Batch Size - 20

* VEC हा पक्ष त्रिजी 25 गुण व त्रि भाषा 25 गुण असा एकत्रित 50 गुणांचा असेली

B.Com.I(Semester II)

Vertical –e (III) Value Education Courses Urdu

Subject Code-400211

Subject Title :- 2- (اردو) اخلاقیات

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Exam Duration	Max Marks
4.5	II	400211	اخلاقیات	01	30	1 Hrs.	25

Course
Outcomes

1. طلباء اخلاق سے متعارف ہو گئے۔
2. طلباء اچھے اخلاق کی اہمیت سمجھے گئے
3. صنعتی تجارتی پیشوں میں طلباء اخلاق سے پیش آنے گئے۔
4. طلباء کے اخلاق کی وجہ سے ایک بہترین سماج بنے گا۔
5. طلباء اچھے شہری بنے گئے 1

Unit System	Contents	Teaching Hours
Unit –I	1- اچھی کتاب کا مطالعہ۔ مولوی عبدالحق 2- ضمیر کی آواز۔ حامد حسن قادری	15
	1- سلونو۔ راشید الخیری 2- مہذب قوموں کی پیروی۔ سر سید احمد خان	
Unit-II	1- نوجوانوں سے (نظم) اسرار الحق مجاز 2- آدمی نامہ۔ (نظم) نظیر اکبر آبادی	15
	1- پند نامہ (نظم) نظم طباطبائی 2- ہاتھوں کا ترانہ۔ علی سردار جعفری	

References

پاسیان ادب :- مرتب ڈاکٹر شاہدہ مناف

Model Questions	* اوپر کے چاروں یونٹ پر چار میں سے 01 مفصل سوال حل کرنا ہے ایک پر 07 مارکس کل 07 مارکس * اوپر کے چاروں یونٹ پر چھ میں سے چار مختصر سوالات حل کرنا ہے ہر ایک پر 02 مارکس کل 08 مارکس
External -15 Internal – 10 Total- 25	(Internal Marks) Unit test -10 Marks (Objective) اوپر کے دونوں یونٹ پر 10 مارکس کے 10 متبادل سوالات رہے گئے

*CourseType : Demonstrative – Batch size -20