

B.Com. LL.B. Five Year Integrated Degree Programme

Third Semester Paper – I English – III

Theory: 80 Marks

Sessional: 20 Marks

Course Objectives

The course aims to:

- To develop students' reading, comprehension, and appreciation of English prose and poetry.
- To enhance effective written communication through composition and letter writing.
- To enrich students' vocabulary and improve the correct use of English language.
- To strengthen grammatical competence for accurate and effective communication.
- To develop critical thinking, literary appreciation, and communication skills required in academic, professional, and legal contexts.

Course Outcomes:

After successful completion of the course, the students will be able to:

- Demonstrate an understanding of the prescribed prose and poetry by identifying themes, literary devices, and the ideas expressed by the authors and poets.
- Develop effective writing skills by preparing coherent passages, dialogues, and formal and informal letters.
- Apply an enriched vocabulary through the appropriate use of synonyms, antonyms, and contextual expressions.
- Construct grammatically correct simple, complex, and compound sentences for effective written communication.
- Communicate ideas clearly and confidently in English while demonstrating language proficiency suitable for higher education and professional studies, including legal education.

Unit I: Seven Prose Selections from SESAME by K. K. Reddy, S. Chand Publications. Marks 20

1. The First Case ... M. K. Gandhi
2. Socrates ... J.B. Nelson
3. The Verger ... Somerset Maugham
4. On the Rule of the Road ... A.G. Gardiner
5. Tolstoy's Home ... K.P.S. Menon

6. How to Make a Speech ... Edgar 1. Baker
7. Marriage is a Private Affair ... Chinua Achebe

Unit II: Seven Poetic Selection from The Mystics Drum by Vilas Salunke, H.O. Parashar, V.B. Jadhav etc., Orient Longman Publication

Marks 20

1. The Sunne Rising ... John Donne
2. London ... William Blake
3. Kubla Khan ... Coleridge
4. Journy of the Magi ... T.S. Eliot
5. Hunger ... Jayanta Mahapatra
6. Father Returning Home ... Dilip Chitre
7. The Old Playhouse ... Kamala Das

Unit III: Composition

Marks 20

1. Expansion of a passage
2. Dialogue Writing
3. Letter Writing

Unit IV: Vocabulary

Marks 10

1. Synonyms
2. Antonyms

Unit V: Grammar

Marks 10

1. Two or more sentences into one simple sentence
2. Two or more sentences into one complex sentence
3. Two or more sentences into one compound sentence

Paper II
Subject – Business Communication
Theory: 80 Marks **Sessional: 20 Marks**

Course Objectives:

The course aims to:

- To develop a clear understanding of the concepts, principles, process, and significance of business communication in commercial and legal organizations.
- To familiarize students with various forms of business correspondence, including trade, banking, insurance, and secretarial communication.
- To develop effective written communication skills required for drafting business letters, reports, agenda, minutes, and official correspondence.
- To acquaint students with modern methods of communication, including e-communication and digital communication in the business environment.
- To enhance students' professional employability skills through the preparation of application letters, resumes, digital profiles, and interview techniques.

Course Outcomes:

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

- Explain the fundamentals, principles, process, importance, and barriers of business communication and apply appropriate communication methods in business situations.
- Draft effective business correspondence, including trade enquiries, orders, complaints, adjustment letters, collection letters, sales letters, and circulars using standard business formats.
- Prepare banking, insurance, and agency correspondence while understanding their purpose, structure, and legal significance in commercial transactions.
- Draft secretarial correspondence such as notices, agenda, minutes of meetings, and business reports in accordance with accepted professional practices.
- Develop professional communication skills by preparing effective job application letters, resumes, digital profiles, and demonstrating confidence in various types of interviews.
- Apply written and oral communication skills ethically and professionally in business, commercial, and legal environments.

Unit I – Introduction to Business Communication

- Definition, Meaning, Importance of Effective Communication, Modern Communication Method, Barriers to Communication, E-Communication

- Business Letters: Need Functions, Essentials of Effective Business Letters, Layout

Unit II – Trade Enquiries

- Trade Enquiries, Orders and their Execution, Credit and Status Enquiries, Complaints and Adjustments
- Collection Letters, Sales Letters, Circulars

Unit III – Banking & Insurance Correspondence

- Banking Correspondence, Types, Structure of Banking Correspondence, Elements of a Good Banking Correspondence
- Insurance – Meaning and Types, Insurance Correspondence, Difference between Life Insurance and General Insurance, Meaning of Fire Insurance, Kinds, Correspondence Relating to Marine Insurance, Agency Correspondence, Terms of Agency Correspondence Terms of Agency Correspondence
- Introduction, Kinds Stages of Agent Correspondence

Unit IV – Secretarial Correspondence

- Company Secretarial Correspondence– Introduction, Duties of Secretary, Classification of Secretarial Correspondence
- Specimen Letters
- Introduction, Types of Reports, Preparation of Report Writing, Agenda and Minutes of Report Writing

Unit V – Interview Preparation

- Application Letters, Preparation of Resume
- Interview – Meaning, Objectives, Techniques of Various types of Interviews
- Creating and Maintaining Digital Profile

References Books

- 1) V. K. Jain and Om Prakash, Business Communication, S. Chand, New Delhi
- 2) Rithika Motwani, Business Communication, Taxman, New Delhi
- 3) Shirley Taylor, Communication for Business, Pearson Publications, New Delhi
- 4) Penrose, Rasbery, Mijers, Advanced Business Communication, dBangalore
- 5) Rajendra Pal & J. S. Korlahalli, Essentials of Business Communication, Sultan Chand & Sons, New Delhi
- 6) Gupta and Jain, Business Communication, SahityaBhawan Publication, New Delhi
- 7) K. P. Singha, Business Communication, Taxman, New Delhi
- 8) R. S. N. Pillai and Bhagavathi S, Commercial Correspondence, Chand Publications, New Delhi
- 9) M. S. Ramesh and R. Patten Shetty, Effective Business English and Correspondence, S. Chand & Co. Publishers, New Delhi

Paper III

Corporate Accounting

Theory: 80 Marks

Sessional: 20 Marks

Course Objectives:

The course aims to:

- To develop an understanding of the accounting principles and procedures relating to the issue, forfeiture, and re-issue of shares and debentures in accordance with the Companies Act, 2013.
- To familiarize students with the preparation of journal entries, ledger accounts, and accounting treatment of corporate transactions involving shares and debentures.
- To provide knowledge of the concepts, methods, and practical application of valuation of goodwill and valuation of shares.
- To develop analytical and problem-solving skills in preparing and interpreting company accounts through practical exercises.
- To enable students to understand and prepare the financial statements of companies, including the Statement of Profit and Loss and Balance Sheet, in accordance with the provisions of the Companies Act, 2013 and Schedule III (formerly Schedule VI).

Course Outcomes:

On completion of the course 'Corporate Accounting', students will be able to:

- Understand the basic concepts, legal provisions and processes of issuing, forfeiting, and re-issuing equity shares as well as issuing debentures.
- Comprehend the meaning, characteristics, and need for valuation of goodwill. Apply various methods of goodwill valuation, including the Average Profit Method, Super Profit Method, and Capitalisation Method.
- Understand the meaning, characteristics and need for valuing shares and debentures. Solve simple problems of share valuation.
- Prepare final accounts and financial statements of a company as per Schedule VI Part I & II of the Company Act 2013

UNIT I- Share

- Meaning of Shares, Characteristics and types of Shares, Issue, Forfeiture and Re-issue of Equity Shares
- **Simple practical problems** – Journal Entries and Ledger Accounts on Issue, Forfeiture and Re-issue of equity shares.

UNIT II- Debentures

- Definition, Characteristics and kinds of Debenture, issue of Debentures.
- **Simple practical problems:** Journal Entries and Ledger Accounts on Issue of debentures for cash and for consideration other than cash, as collateral Security, Redemption of debentures.

UNIT III- Valuation of Goodwill:

- Meaning of Goodwill, Characteristics, Need of Valuation of Goodwill

- Methods of Valuation of Goodwill
- **Simple problems on:** Average Profit Method, Super Profit Method, Capitalization Method

UNIT – IV Valuation of Shares

- Concept of Valuation of Share, Need and Types of Valuation of Share, Factors Affecting Valuation of Shares.
- Methods of Valuation of Shares.
- **Simple problems on:** Net Asset Method, Yield Method and Fair Value Method

UNIT – V Final Accounts and Financial Statement of Company

- Statement of Profit and Loss and its contents.
- Annual Financial Statements.
- Proforma and Contents of Balance Sheet (Schedule III per Company Act 2013).

Books Recommended:

M.C. Shukla, T.S.Grewal & S.C. Gupta, Advanced Accounts Vol.II, S Chand Publishing, Nineteenth

R.L.Gupta & M.Radhaswamy, Advanced Accountancy Vol.II. Sultan Chand & Sons, Seventeenth

S.N.Maheshwari, Advanced Accountancy Vol.II S Chand and Company Ltd., 2023

B.D. Agrawal, Financial Accounting Advanced Vol.II, Pitambar Publishing, 1990

Dr. S.M.Shukla, Dr. S.V.Gupta- Corporate Financial Accounting Sahitya Bhawan Publications, 2018

Paper IV Economics – III

Theory: 80 Marks

Sessional: 20 Marks

Course Objectives:

The course aims to:

- To introduce students to the concepts, functions, and role of money and its significance in different economic systems.
- To develop an understanding of the value of money, monetary theories, inflationary trends, and their impact on the economy.
- To familiarize students with the concepts of labour, wages, industrial disputes, and labour welfare from both economic and legal perspectives.
- To acquaint students with the nature, scope, and importance of economic and labour legislation in regulating industrial relations.
- To develop an understanding of the interaction between economics and law through the application of economic principles to legal reasoning, market efficiency, and public policy.

Course Outcomes:

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

- Explain the concept, evolution, functions, and types of money, and evaluate its role in different economic systems.
- Analyse the theories relating to the value of money and assess the economic effects of inflation, deflation, disinflation, reflation, and stagflation.
- Describe the concepts of labour, division of labour, wages, wage determination, and the role of wage boards in industrial relations.
- Examine the causes, prevention, settlement mechanisms, and socio-economic impact of industrial disputes on workers, employers, and society.
- Explain the nature, scope, principles, and importance of economic and labour legislation in promoting industrial justice and economic development.
- Apply basic principles of economic analysis to legal reasoning by evaluating concepts such as market efficiency, market failure, and the relationship between economics and law.

Syllabus

Unit – I Concept and Function of Money

- Difficulties of Barter System.
- Evolution, definition, nature and functions of money.
- Types of money.

Unit – II Role of Money

- Role of money in a capitalistic economy and Socialistic economy
- Advantages and devils of money

Unit – III Value of Money

- Quantity Theory of Money
- Fisher's version and Cambridge's version with their limitations

Unit – IV Changes in The Value of Money

- Inflation
- Disinflation
- Stagflation
- Deflation
- Reflation. Their effects on the Economy

Unit – V Feature of Labour

- Definition
- Division of Labour: Advantages and Disadvantages

Unit – VI Wages

- Concept of Wages
- Types of Wages
- Functions of wage boards
- Wage differentials

Unit – VII Industrial Dispute

- Main Features
- Reasons for Industrial Dispute
- Machinery for prevention and settlement of Industrial disputes
- Effects of disputes on: Workers, Employers and society.

Unit – VIII Economic Legislation

- Meaning
- Nature and scope
- Need and Importance of Industrial Legislation – Principles of Labour Legislation – Principles

Unit – IX Economic Analysis of Law

- Introduction to legal reasoning
- Efficiency
- Market and Efficiency
- Market Failure
- Legal Education

Suggested Books:

1. S.B. Gupta Monetary Economics, S Chand & Co.
2. T.T. Sethi, “Money, Banking and International Trade” Lakshmi Narain Agarwal, 2020
3. D.M. Mithani, “Money theory and Banking.” ChaukhambaAuriyantaliya, 2019
4. D.N. Jhingam, “Money, Banking and International Theory, Public Finance, Vrinda Publications P Ltd. 2014
5. Dalt, R. and K.P.M. Sundharam (2001), Indian Economy, S. Chand & Company Ltd., New Delhi
6. Dhingra, I.C. (2001), The Indian Economy: Environment and Policy, Sultan Chand and Sons, New Delhi.
7. Posner R.A. (1998), Economic Analysis of Law, Little Brown, Boston Aspen Publishers Inc., U.S., 2007
8. Posner R.A. and F. Parizi (1997) “Law and Economics” Edward Elgar Publishing Ltd., U.K.
9. S.R. Myneni: Principles of Economics for Law Students Allahabad Law Agency, Faridabad, 2026
10. K.C. Gopalkrishnan “Legal Economics.” Eastern Book Co, 2005

Paper V
Constitutional Law – I
Theory: 80 Marks **Sessional: 20 Marks**

Course Objectives:

The course aims to:

- To introduce students to the historical evolution, philosophy, and salient features of the Constitution of India and its federal structure.
- To develop an understanding of the composition, powers, functions, and interrelationship of the Union and State organs of government.
- To familiarize students with the constitutional framework governing the Executive, Legislature, and Judiciary at the Union and State levels.
- To enable students to understand Centre–State relations, constitutional amendments, emergency provisions, and the Basic Structure Doctrine.
- To acquaint students with constitutional provisions relating to public services, including the doctrine of pleasure and safeguards available to civil servants.

Course Outcomes:

- After successful completion of this course, the students will be able to:
- Explain the historical background, philosophy, salient features, and federal structure of the Constitution of India, including the significance of the Preamble.
- Analyze the composition, powers, functions, and constitutional position of the Union Executive, Parliament, and the Supreme Court.
- Examine the constitutional framework relating to the State Executive, State Legislature, and High Courts, including their powers, functions, and jurisdiction.
- Evaluate the constitutional relationship between the Union and the States with respect to legislative, administrative, financial, and emergency powers, including provisions relating to trade and commerce.
- Explain the procedure for constitutional amendment and critically analyze the evolution and significance of the Basic Structure Doctrine.
- Interpret the constitutional provisions relating to public services, including the doctrine of pleasure, protection under Article 311, and exceptions thereto, with reference to relevant constitutional principles and judicial decisions.

Syllabus

Unit – I Introduction

- Historical Perspectives.
- Nature and salient features of Indian Constitution.

- Preamble.
- Difference between Unitary and Federal Government.

Unit-II The Union

- **The Executive-** President, Vice-President, Qualifications, Election and Impeachment, Functions and Powers.
Prime Minister-Council of Minister, Collective and Individual Responsibility, Attorney General, Election Commission, Comptroller and Auditor General.
- **The Parliament-** Constitution, Composition of Council of States (Rajya Sabha) and House of People (Lok Sabha), Qualifications and Disqualification of the Members, Anti-Defection Law, Officers of the Parliament, Legislative Privileges.
- **The Judiciary-** Composition of Supreme Court, Qualifications, Appointment, Tenure and Removal of Supreme Court Judges, Jurisdiction of Supreme Court- Court of Record, Original and Writ Jurisdiction, Appellate, Advisory Jurisdiction and Judicial Review.

Unit- III The States-

- **The Executive-** Governor, Functions and Powers, Council of Ministers, Collective and Individual Responsibility, Advocate General.
- **The State Legislature-** Composition of Legislative Council and Assembly, Legislative Process, Legislative Privileges.
- **The State Judiciary-** Constitution of High Courts for States, Qualification, Appointment, Tenure and Removal OF High Court Judges.
Jurisdiction- Court of Record, General and Writ Jurisdiction, Appellate, Power of Superintendence.

Unit- IV Relationship between Union and States-

Legislative Relations, Administrative Relations, Financial Relations, Centre's Powers in Emergency, Special Status of Jammu and Kashmir, Trade, Commerce and Intercourse- Art. 301 to 307.

Unit- V Constitutional Amendments-

Necessity, Procedure, Amendment of the Fundamental Rights, Limitation on Amending Powers- Development of the Basic Structure Theory.

Unit- VI Services under Constitution-

Doctrine of Pleasure, Protection against arbitrary dismissal, Removal or Reduction in rank (Art.311) Exception to Article 311.

Suggested Books:

1. H.M Seervai- Constitution of India, Vol. I, II, III, N.M. Tripathi Private Ltd., Bombay
2. M.P. Jain- Constitution of India, Butterworths Wadhwa, Nagpur LexisNexis, 2024
3. D.D. Basu- Shorter Constitution of India, Prentice Hall India, Delhi Lexis Nexis, 2021
4. Dr. J.N. Pandey- Constitution of India, Central Law Agency, Allahabad
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