

M.G.S. UNIVERSITY BIKANER

BIKANER

SYLLABUS

SCHEME OF EXAMINATION AND COURSES OF STUDY

FACULTY OF COMMERCE

There shall be three (03) Sections in the Question paper. Section A shall consist of ten questions (02 questions from each Unit), of 02 marks each, all compulsory to be answered in around 50 words. Section B shall consist of seven questions (at least 01 question from each Unit) of 08 marks each, to be answered in around 200 words. Five questions must be answered out of given seven. Section C shall consist of four questions (maximum 01 question from one Unit) of 20 marks each.

Economic Administration and Financial Management

M. COM. E.A.F.M.

M. COM. PREVIOUS EXAMINATION – 2019

M. COM. FINAL EXAMINATION _ 2020



M. COM. - FINAL
Economic Administration and Financial Management

COMPULSORY PAPER – V

ECONOMIC GROWTH AND DEVELOPMENT

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

The Problem of Economic Development : Meaning and Measurement of Economic Development, Characteristics of an Under-developed country, Obstacles to Economic Development, Basic Requirements for Economic Development, Determinants of Economic Development, Human Resources and Economic Development Technology, Entrepreneurship and Economic Development.

UNIT – II

Choice of Techniques : Labour Intensive Vs. Capital Intensive Technique, Heavy Industries Vs. Light Industries, Indian Planning and Choice of Technique.

Monetary and Fiscal Measures for accumulation of capital and acceleration of Economic Growth. Capital Formation and Economic Development.

UNIT – III

A Study of Growth and Development Models: Meaning and nature of Growth Model, Objectives and Importance, Growth Model of Keynes, Harrod and Domar's Growth model, Rostow's stages of Economic Growth. The Big Push Theory, Doctrine of Balanced and Unbalanced Growth, Strategy of Economic Development in India. Leibenstein's Critical Minimum Effort Theory.

UNIT – IV

Rationale behind Economic Reforms. Need and Relevance of 'Swadeshi' in India.

Foreign Capital and Economic Development; Advantages and Dangers of Foreign Capital, Types of Foreign Capital, Appraisal of Foreign Aid in India.

UNIT – V

Deficit Financing as an Instrument of Economic Development. Role of State in Economic Development. Indian Economic Planning and Development. A brief Study of Indian Plans with Special reference to Objectives, Resource Mobilization, Regional Disparities and Balanced Regional Development.

Review of Economic Progress under Planning in India with Special reference to X, XI and XII Plan.

References :

1. Simon Kuznets : Economic Growth and Structure (HEB).
2. Ameen Dutta : Paths to Economic Growth (Allied Publishers)
3. Enke : Economic Development (Prentice Hall)
4. Malica Dobb : Economic Growth & Planning (Routledge & Kegan Paul).
5. Jhingan M.L. : The Economics of Development & Planning (Vikas Publishing House).
6. Dube & Sinha : Arthik Vikas and Niyojan (National Publishers)
7. Deweett, K.K. & Satish Wardhawan : Economics of Growth & Development (S. Chand & Co.)
8. वशिष्ठ, भिण्डा – विकास एवं नियोजन का अर्थशास्त्र (रमेश बुक डिपो, जयपुर)
9. सिंह, एस.पी. : आर्थिक विकास एवं नियोजन (एस. चान्द एण्ड कं., नई दिल्ली)

COMPULSORY PAPER – VI
RURAL DEVELOPMENT AND CO-OPERATION

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Rural Economy of India : Features, Rural Development and Programmes, Plan Strategy, Provision of Licensing Policy regarding Rural Industrialization, Role of Agriculture and Allied activities.

Rural Population and Labour: Rural Poverty, Un-employment and Rural Industry.
Rural Employment Promotion Programmes.

UNIT – II

Rural Development and Sources of Funds : Quantum of Resources needed, Plan Allocations, Cooperative Credit Societies, Regional Rural Banks (RRBs) and Commercial Banks.

Agencies for Rural Development: District Rural Development Agencies, Cooperative Housing Financing Societies, Rural Electrification Corporation, NABARD, Voluntary Agencies for Rural Development, Khadi & Village Industries Commission.

UNIT – III

Philosophy of Co-Operation: General Aims, Basic Principles, Cooperation V/s Capitalism and Socialism.

Origin and Development of Cooperative thoughts in the West, Contribution of Robert Owen and Rochdale, Principles and Characteristics of Raiffesen Societies and Schulze Delithzsch Societies.

UNIT – IV

Co-Operative Thought and Legal Frame Work: Basic Features of Co-Operative legislations of 1904 and 1912 and the Rajasthan State Co-Operative Societies Act, 1965, Co-Operative Banking Regulation Act.

The Present Trends of Management in Co-Operative Sector : Need for Professional Management, Co-Operative Education and Training of Members and Employees and De-officialisation and De-politicisation.

UNIT – V

Special Scheme and Programmes of Rural Development : Antyodaya, Food for Work, TRYSEM, NREP, Dairy Development Programme, Desert Development Programme, S.F.D.A., M.F.D.A., Rural Industrial Centres, Lead Bank Scheme, Rural Development and Industrial estates, Drought Prone Area Programme, Rural Landless and Employment Guarantee Programme.

Rural Development and the Panchayati Raj. Role of the State Government of Rajasthan in Co-Operative Movement. Critical evaluation of RAJFED and the Rajasthan State Co-Operative Housing Financing Society.

References :

1. Fay. C.R. : Cooperation at home and Abroad.
2. Calvert. H. : The Law and Principles of Cooperation.
3. Kulkarni : Theory and Practice of Cooperation.
4. Mathur, B.S. : Cooperation in India (Hindi Edition)
5. Report of the Committee on Cooperation (Mirdha Committee)
6. Review of Cooperative Movement in India (RBI Publication)
7. Review of the working group on Cooperatives, 1973.
8. Report of the committee on cooperative marketing 1964 M.L. Dantwala.
9. Cooperative Societies Act 1904 and 1912
10. The Rajasthan Cooperative Societies Act, 1965
11. Report of the committee on cooperative movement in the Rajasthan (Shobha Ram Committee, 1976)
12. Hajela, T.N. : Principles, Problems and Practice of Cooperation.
13. Patel and Khankhoja : Rural Economics
14. अग्रवाल, माथुर, गुप्ता – सहकारी चिन्तन एवं ग्रामीण विकास (रमेश बुक डिपो, जयपुर)

OPTIONAL PAPERS (ANY THREE PAPERS OF ANY ONE GROUP)

GROUP A : ECONOMIC ADMINISTRATION

GR. A. - PAPER VII: ADMINISTRATION OF PUBLIC ENTERPRISES

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Introduction : The role of public enterprises under different types of economic systems, The social economic benefits of public ownership; The scope and rationale of the public sector in the present day economy.

Patterns of Public Enterprise : Public corporation; Government company; Quasi-corporation; Departmental undertaking; Commodity board; Central board; Commission; Port trust and local authorities, Mixed corporation; Joint sector undertaking; Leasing and other forms of association in ownership and management between the state and private enterprises; The functional role of public enterprises.

UNIT – II

Governing Boards: Merits and demerits of functional and policy boards; Internal organization; Decentralization, Delegation of authority and span of control; Line and staff functions and efficacy of exhortation in public enterprises; The composition, size and tenure of governing board.

UNIT – III

Personnel Administration : Workers' participation in the administration of public enterprises; Labour relation, Trade unionism and collective bargaining, Public enterprises and model employers; Provision

of amenities and administration of welfare funds; Problems of recruitment; training and promotion and the moral of workers in public enterprises.

UNIT – IV

Financial Administration: Assessment and disbursement compensation; Patterns of the share holdings and borrowing, Investment policy, Auto finance and expansion of public enterprises. Price output and profit policy, Budgeting, purchases and sales policies, Compensation, evaluation and the criteria of efficiency.

UNIT – V

Public Accountability: Parliamentary, Presidential administrable control, Government directives and informal contacts; Autonomy of public enterprises; Comptroller and Auditor General, Control efficiency audit and expert review, Users' committees and other advisory organizations, Inter-relation of public undertakings.

Specific studies :

- | | | |
|---------------|-------------|-------------|
| 1. H.M.T. | 2. B.H.E.L. | 3. O.N.G.C. |
| 4. R.S.R.T.C. | 5. L.I.C. | 6. S.A.I.L. |

Reference :

1. Robson W.A. : Nationalised Industry and Public Ownership
2. Hanson, A.H. : Public Enterprises and Economic Development
3. Hanson, A.H. : Managerial Problems in Public Enterprise.
4. Krishana Menon Committee Report of State Undertakings (November, 1959)
5. Gorwala, A.D. : Report of the Efficient Conduct of State Enterprise.
6. Ramandhan, V.V. : Structure of Public Enterprises in India.
7. Shukla, M.C. : Administrative Problems of Public Enterprises in India.
8. Khera, S.S. : Government in Business.
9. Administrative Reforms Commission : Report of the Study Team on Public Sector Undertaking June, 1966.
10. Laxminarain : Public Enterprises in India.
11. Nigam Raj. K. : Public Sector (1971)
12. Om Prakash : Theory and Working of State Corporations (With Special reference of India)
13. शर्मा, शर्मा, सुराणा – भारत में लोक उद्योग (रमेश बुक डिपो, जयपुर)

GR. A - PAPER VIII: INDUSTRIAL ECONOMICS

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Nature and Scope of Industrial Economics, Rationale of Industrialisation, Pattern, Process and Implications of Industrialisation.

Foundations of Modern Industry: Natural, Human and Economic Resources.

Size and Location of Industries, The Determinants of Industrial Location.

Growth and Forms of Industrial Combinations; Monopoly Commission; Monopoly and Restrictive Trade Practices, Concentration of Economic Power in India.

UNIT – II

State and Industry: The Need for Government Intervention in Industry, The Ways and Means of Government Regulations of Industries, Appraisal of New Industrial Policy of India.

Effects of Industrial Policy, Amendments and Liberalisation Policy on Industrial Sector of India. Evaluation of Industrial Licensing Policy, Concept of Public–Private–Partnership (PPP). Concept of Special Economic Zones (SEZs).

UNIT – III

Development Finance: Term Lending Institutions.

Management Problems: Industrial Enterprises both in the Public Sector and Private Sector.

Labour Problems & Industrial Relations, Industrial Disputes, Trade Unionism, Personnel Management, Wages and Fringe Benefits & Labour Legislations.

UNIT – IV

Industrial Productivity: The Concept, Measurement and Determinants.

Foreign Aid and Industrial Growth. Industrial Growth and Planning in India.

UNIT – V

Appraisal of Industrial Economy of Rajasthan: Industrial Development in Rajasthan during Five Year Plans. Regional Variation and Imbalance in Industrial Development of Rajasthan, Potentialities of Industrialisation in Rajasthan.

References :

1. Forence, P.S. : Industry and State
2. Hoffman, W.G. : Growth of Industrial Economics.
3. Rosen, G : Industrial Change in India.
4. L.C. Gupta: Changing Structure of Industrial Finance in India.
5. P.S. Lokanathan : Industrial Organisation in India.
6. V.V. Giri : Labour Problems in Industry.
7. Report of the Monopolies Commission (India)
8. Reports on Industrial Licensing – Hazri Report and Dutt Report
9. H.M. Mathur: Industrial Economy of A Developing Region A Case Study of Rajasthan in Relation to other States in India.
10. Kuchhal, S.C. Industrial Economy of India.
11. कुलश्रेष्ठ आर.एस. : औद्योगिक अर्थशास्त्र

GR. A - PAPER IX: INTERNATIONAL TRADE

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Meaning and Significance of International Trade as distinguished from Inter Regional and Internal Trade. Theories of International Trade. Mercantilism and the Classical Schools of thought of Comparative costs.

Recent Development in International Trade Theory. Terms of Trade and the Gains from Trade.

UNIT – II

International Factor Movement: Labour and Capital Movements. Price Changes. Foreign Aid Programmes; Income effect and the Multiplier.

Theory of Protection, Customs, Quotas and Tariffs. Bilateralism in International Trade. Fiscal Policy and Trade Control. UNCTAD.

WTO : GATS, TRIPs, TRIMs, Foreign Collaboration and Joint Venture.

UNIT – III

Theories of Exchange Rate Determination: Their Relationship with International Trade. Balance of Trade and Balance of Payments. De-valuation and Exchange Fluctuations in Relation to International Trade. Role of FEMA in Foreign Exchange System in India.

EXIM Bank of India.

UNIT – IV

The International Monetary Fund, World Bank and its Affiliates.

The Problem of International Liquidity, International Monetary Reforms, Current International Economic Problems.

UNIT – V

India's Foreign Trade and Commercial Policy, India's Balance of Payments, Recent Trends.

Foreign Aid to India: Problems and Future Prospects in Indian Economic Development.

Fairs and Survey, International Exhibitions.

Sources of Foreign Trade Statistics in India: Methods of Collection with Special Reference to Coding System.

References :

1. Kindleberger : International Economics.
2. Ellsworth, P.T. : The International Economy.
3. Haberler, Gottfried : The Theory of International Trade.
4. Myrdal, Gunnar : An International Economy - Problems and Prospects.
5. Man Mohan Singh : India's Export Trends and the prospects Self Sustained Growth.
6. Harrod R.F. : International Economics.
7. Reserve Bank of India : Report on Currency and Finance.
8. Gupta, K. R. : International Economics.
9. Arora R.S. : A Practical Guide to the foreign trade.
10. अग्रवाल, सिंह, गुप्ता : अन्तर्राष्ट्रीय व्यापार एवं वित्त (अजमेरा बुक कम्पनी, जयपुर)

GR. A - PAPER X: QUANTITATIVE TECHNIQUES

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Introduction to Quantitative Techniques: Meaning and Scope of Quantitative Techniques; Role of Quantitative Techniques in Business and Industry.

Regression Analysis: Simple and Multiple; Its Importance and Application to Business.

Correlation Analysis for Business Decisions: Simple, Partial and Multiple Correlation.

UNIT – II

Time Series Analysis: Different Methods of Analyzing Secular Trend, Fitting Trend Curves, Measuring Seasonal Variations and Cyclical Fluctuations.

Probability: Meaning and Definitions, Importance and Application of Probability, Permutation and Combination.

UNIT – III

Index Numbers: Meaning and Types; Weighted Aggregative Indices; Indices of Weighted Average of (price-quantity) Relatives; Fisher's Ideal Index Number, Test of Adequacy – Time Reversal Test and Factor Reversal Test; Special Problems – Shifting the base, Splicing, over-lapping Index Series, uses and Problems.

Interpolation and Extrapolation : Need and Importance; Methods.

UNIT – IV

Research Methodology: Types of Research, Different Research, Steps of Research Methodology, Techniques of Research.

Sampling Methods: Importance, Essentials of Good Sampling, Merits and Demerits of Sampling Methods, Purposive Sampling, Random Sampling, Mixed Sampling and Other Methods.

Hypothesis Testing: Meaning and Concept, Procedure of Testing Hypothesis, Chi-square test (X^2 Test).

UNIT – V

Analysis of Variance (ANOVA) : Technique of Analysis of Variance, Assumptions and Applications of Analysis of Variance.

Elementary Study of Queueing Theory and Game Theory.

Inventory Model: Economic Parameter; Calculation of Economic Order Quantity (EOQ), Continuous Replenishment Model, Deterministic Model with Shortages, ABC Analysis, VED Analysis, FNSD Analysis.

Reference :

1. K.R. Sharma, Operations Research and Quantitative Techniques, Kalyani Publications.
2. Levin and Rubin : Statistics for Management, PHI.
3. C.R. Kothari : Quantitative Techniques Vikas.
4. Jit S. Chandan : Statistics for Management Vikas.
5. Gupta & Gupta : Business Statistics, Sultan Chand & Co.
6. V.K. Kapoor : Operations Research, Sultan Chand & Co.
7. Hira & Gupta : Operations Research, S. Chand.
8. S. D. Dharma : Operations Research, S. Chand.
9. K. N. Nagar : Sankhiyaki Ke Mool Tatwa, Minakshi Publication.
10. D.N. Elhance : Statistics, Kitab Mahal.

GR. A - PAPER XI: CASE STUDY

Subject to the topic of Survey Work and a candidate being adjudged suitable for undertaking such work.

GROUP B: FINANCIAL MANAGEMENT

GR. B - PAPER VII: MULTINATIONAL FINANCIAL MANAGEMENT

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

The Multinational Financial Environment: An overview of Multinational Financial Management, Basis of International Trade, Gains from International Trade.

International Monetary System: International Financial Institutions, Balance of Payments, Marketing and Economic Cooperation, W.T.O.

UNIT – II

Foreign Exchange Market: Exchange Dealings, Foreign Currency - Features and Options, Management of Transaction. Theories of Foreign Exchange Rate. International Exchange System.

UNIT – III

Financial Management of the Multinational Firm: International Capital Flows, Cost of Capital and Capital Structure of the Multinational Firm, Multinational Capital Budgeting, Multinational Cash Management.

UNIT – IV

Financing Foreign Operations: Euro-currency Market, Interest Rate and Currency Swaps. Depository Receipts - GDR and ADR, Country Risk Analysis.

UNIT – V

International Taxation: International Debt Problems. Role of Multi-National Corporations (MNCs), An evaluation of Multinational Financial Reforms.

References:

1. Teff Madura : International Financial Management.
2. Madhu Vij. : Multinational Financial Management.
3. C. Jeevanandam : Foreign Exchange & Risk Management
4. Francis Cherunilam : International Economics.

GR. B - PAPER VIII: PUBLIC FINANCE

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Nature and Scope of Public Finance. The Expanding Public Budgets, Role of Public Finance in Augmenting Allocative Efficiency, Distributive Justice and Economic Stability in the Economy. The Theory of Functional and Fiscal Policy of Developing Economies, Resource Mobilization. Deficit Financing, Non-Tax revenue, Profits from Public Enterprises.

UNIT – II

The Theory of Public Expenditure, Functional and Economic Classification of Public Expenditure. Effects of Public Expenditure on Production and Distribution. Major trends in Public Expenditure in India. Theory of Public Debt. Loans Vs. Taxes, Loan & Savings as a Source of Development Finance, Internal and External Public Debt of India.

UNIT – III

Public Revenue, Functional and Economic Classification of Public Revenue, Canons of Taxation, The Incidence of Taxation under Monopoly and Perfect Competition, Effects of Taxation, Measurement of degree, Progression of Taxes, Overall Progressiveness of the Whole Tax System.

UNIT – IV

Theory of Federal Finance, Financial Relation between Central and State Government in India. Salient Features of Indian Tax System, Major Taxes at Central, State and Local levels, Main trends in the Revenues of the Central and State Governments in India, the New Financial Policy.

UNIT – V

Salient Features of State Finance in Rajasthan Since 1956. Growth and Distribution of Revenue and Expenditure under Economic Heads, Burden of Debt of the Centre Overdrafts. Major Criteria for Transfer of Funds. Adequacy of Revenues in relation to Functions of State Government.

References :

1. R. S. Musgrave : Theory of Public finance (McGraw)
2. Ved P. Gandhi : Some Aspects, India's Tax Structure (Vore & Co.)
3. R.N. Bharagave : Theory and Working of Union, Finances in India (Chanya)
4. Johan : P, Due : Government Finance
5. Philip E. Taylor : The Economics of Public Finance.
6. Chelliah, Raja J. Fiscal Policy in Under developed countries with Special reference to India (George Allen Unwin)
7. Ashoka Chanda : Federalism in India (G. Allen)
8. R. J. May : Federlaim and Fiscal Adjustment (Oxford London)
9. Government of India : Report of the 1. Taxation Enquiry Commission (1953-54). 2. Finance Commissions, 3. Direct Taxes Administration Enquiry Committe. 4. Direct Taxes Enquiry Committee.
- 10 Administrative Reforms Commission and its Study Team Report on Central State Relationship and Financial Administration.
- 11 Nicholas Kaldor : Report on Indian Tax Reforms.

GR. B - PAPER IX: MANAGEMENT OF SMALL AND MEDIUM ENTERPRISES

Duration: 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Small and Medium Enterprises: Meaning and Definitions, Characteristics, Classification, Small Scale V/s Large Scale Industries, Ownership and Organisational Structure, Business and Legal Environment for Small and Medium Enterprises in India.

Need of Small and Medium Enterprises, Role & Importance of Small Scale Sector in India, Small & Medium Enterprises and Five years plans, Present position, Performance, Problems & Remedial measures of Small scale Industries in India.

UNIT-II

Preparation of a New Project : Concept, Features, Objectives and Classification of Project, Project Appraisal, Project Life Cycle, Preparation of a Project Report.

Setting up a Small Scale Enterprise: Stages for setting up a unit, Project Formulation, Selection of Ownership form, Location and Layout of the unit, Factor affecting location of the unit, Effluent treatment and disposal.

UNIT-III

Product Management : Product and Product Planning, Objectives of Product Planning and Development, Component of Product Planning, Steps in New Product Planning and Development, Product Life Cycle.

Marketing Management: Meaning & Definitions, Concepts and Functions of Marketing, Marketing Mix and Market Segmentation, Marketing Problems of Small & Medium enterprises, Governmental Assistance in Marketing Goods of Small Scale Sector.

UNIT-IV

Sources of Capital: Factors affecting the requirement of Capital, Fixed Capital and Working Capital Management, Sources of Fixed Capital and Working Capital, Determinants of Working Capital, Profit Planning in Small & Medium Enterprises.

Sickness and Challenges: Sickness and Challenges before Small Scale Industries, Globalisation V/s Small Scale Sector.

UNIT-V

Role of Government in Promoting Small Scale Sector: Steps taken by Government to encourage Small Scale Industries, Incentive and Subsidy Schemes of Central & State Government.

Institutional Support: Need for Institutional Support, Central and State Government Agencies like SIDO, NSIC, SIDBI, SISIs, Commissionerate of Industries, RFC, RIICO & DIC.

Small Scale Industries Policy: Central Policy and State Policy.

References :

1. Arora & Sood: Fundamentals of Entrepreneurship & Small Bus., Mgmt. (Kalyanai Pub., Ludhiana)
2. Vasant Desai: Small Scale Industries & Entrepreneurship (H.P.H., Mumbai)
3. Kaulgud: Entrepreneurship Management (Vikas Publishing House, N. Delhi)
4. GS Sudha: Principles of Bus., Mgmt. & Entrepreneurship (Ramesh Book Depot., Jaipur)
5. Vasant Desai: Dynamics of Entrepreneurial Development and Management (H.P.H., Mumbai)
6. Hodgets – Effective Small Scale Business (H.P.H. Mumbai)
7. Vasant Desai: Management of Small Scale Industry (H.P.H. Mumbai)

GR. B - PAPER X: QUANTITATIVE TECHNIQUES

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Introduction to Quantitative Techniques: Meaning and Scope of Quantitative Techniques; Role of Quantitative Techniques in Business and Industry.

Regression Analysis: Simple and Multiple; Its Importance and Application to Business.

Correlation Analysis for Business Decisions: Simple, Partial and Multiple Correlation.

UNIT – II

Time Series Analysis: Different Methods of Analyzing Secular Trend, Fitting Trend Curves, Measuring Seasonal Variations and Cyclical Fluctuations.

Probability: Meaning and Definitions, Importance and Application of Probability, Permutation and Combination.

UNIT – III

Index Numbers: Meaning and Types; Weighted Aggregative Indices; Indices of Weighted Average of (price-quantity) Relatives; Fisher's Ideal Index Number, Test of Adequacy – Time Reversal Test and Factor Reversal Test; Special Problems – Shifting the base, Splicing, over-lapping Index Series, Uses and Problems.

Interpolation and Extrapolation: Need and Importance; Methods.

UNIT – IV

Research Methodology: Types of Research, Different Research Steps of Research Methodology, Techniques of Research.

Sampling Methods: Importance, Essentials of Good Sampling, Merits and Demerits of Sampling Methods, Purposive Sampling, Random Sampling, Mixed Sampling and Other Methods.

Hypothesis Testing: Meaning and Concept, Procedure of Testing Hypothesis, Chi-square test (X^2 Test)

UNIT – V

Analysis of Variance (ANOVA): Technique of Analysis of Variance, Assumptions and Applications of Analysis of Variance.

Elementary Study of Queueing Theory and Game Theory.

Inventory Model: Economic Parameter; Calculation of Economic Order Quantity (EOQ), Continuous Replenishment Model, Deterministic Model with Shortages, ABC Analysis, VED Analysis, FNSD Analysis.

Reference :

1. K.R. Sharma: Operations Research and Quantitative Techniques, Kalyani Publications.
2. Levin and Rubin: Statistics for Management, PHI
3. C.R. Kothari: Quantitative Techniques Vikas.
4. Jit S. Chandan: Statistics for Management Vikas.
5. Gupta & Gupta: Business Statistics, Sultan Chand & Co.
6. V. K. Kapoor: Operations Research, Sultan Chand & Co.
7. Hira & Gupta: Operations Research, S. Chand
8. S. D. Sharma: Operations Research, S. Chand
9. K. N. Nagar: Sankhiyaki Ke Mool Tatwa, Minakshi Publication
10. D. N. Elhance: Statistics, Kitab Mahal, New Delhi.

GR. B - PAPER XI: CASE STUDY

Subject to the topic of Survey Work and a candidate being adjudged suitable for undertaking such work.

GROUP - C : CO-OPERATION

GR. C - PAPER VII: THEORY AND PRACTICE OF CO-OPERATION

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Introduction: Genesis of Cooperative Movement, Global and Indian; Principles of Co-operation; Cooperative Sector and Economic Growth; Cooperative institutions vis-a-vis other types of Business Organizations.

Functional Classification of Cooperative Credit Institutions: Credit Societies, Central and State Cooperative Banks, Land Development Banks.

UNIT – II

Organization and Management of Non-Credit Cooperatives: Marketing Cooperatives, Consumer Cooperatives, Industrial Cooperatives, Housing Cooperatives, Producer Cooperatives.

UNIT – III

Management: Working and Management of Primary, Central and Apex Institutions, their relationship and need for reorganization.

UNIT – IV

Cooperatives and Professional Management: Functional area policies and practices in cooperative sector, Human resource development, Marketing, Finance, Purchase, Processing and Manufacturing.

UNIT – V

Environment: Cooperatives and external environment, Regulatory and Policy Framework for Cooperative Functioning in India, Study of Rajasthan Co-operative Societies Act as amended up to date.

References :

1. I.C.A. Cooperative Management and administration.
2. B.B. Goel : Cooperative Management and Administration.
3. S.R. Bhansali : Rajasthan Cooperative Societies Act.
4. G.S. Kamet : New Dimensions of Co-operative Management.
5. T.E. Stevenson: Management of Co-operative Movement.
6. R.B. Tyagi : Recent Trends in Co-operative Management.
7. L.C. Jain : Co-operative law in India.
8. T.N. Hajela : Theory and Practice of Co-Operative in India and abroad.
9. B.S. Mathur : Co-operative in India.
10. M.Rehman : Co-operative Sector in India.
11. R.D. Bedi : Theory and Practice of Co-operation.
12. E.M. Hough The Co-operative Movement in India.

Group C : Co-Operation

GR. C - PAPER VIII: ACCOUNTING, AUDITING AND CREDIT MANAGEMENT

Duration: 3 hrs.

Max. Marks 100

Note: In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Cooperative Accounting: Principles and Objectives of Book-keeping, Single and Double Entry System, Cash Book with Discount and Transfer Columns, Petty Cash Book, Interest System.

Journal –Various types; Ledger – Various types; Depreciation and Reserves. Final accounts of Important Cooperative Institutions; Statutory Requirements Regarding the Maintenance of Accounts by Cooperative Institutions.

UNIT – II

Auditing: Meaning, Definition, Objectives and Advantages, Audit of Cash Transactions; Audit of Trading Transactions; Vouching of Journal and Subsidiary Books, Ledgers; Verification of Assets – Stock in Trade, Loan and bad Debts.

UNIT - III

Audit of Cooperative Societies: State Controlled Audit; Rights, Duties and Responsibilities of the Auditors of Cooperative Societies; Difference between Inspection, Supervision and Audit; Administration Audit, Audit and Social Audit Certificate.

UNIT - IV

Credit Management: Nature of Cooperative Credit, Short Term Credit Procedure, Process of Loan Application, Credit Appraisal, Recovery, Problems of Short Term Credit, Medium Term Credit.

UNIT - V

Land Development Banking: Brief History, Loan – Purpose, Security Margin, Primary Land Development Banks (LDBs) – Procedure in Preparation and Transmission of Loan Application by Primary LDBs to Central Cooperative Banks. Recoveries, Overdues, Inspection; Examination of large Records, Problems of NABARD and LDBs.

Reference :

1. O.R. Krishnasweame: Co-operative Accounts
2. Spicer and Paglar : Practical Audit
3. R.R. Gupta : A Text Book of Auditing
4. Khandelwal : Cooperative Audit
5. M.Rehman : Cooperative Accounting and Auditing
6. G.M. Laud : Cooperative Banking in India
7. B.S. Mathur: Land Development Banking in India

GR. C - PAPER IX: CO-OPERATIVE MARKETING

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT - I

Industrial Co-operatives: Importance of Village and Cottage Industries. Types and Structure; Problems of Industrial Co-operatives – Marketing, Logistic, Procurement, etc. Management and Training Problems of Handloom and Other Industrial Cooperatives.

UNIT - II

Role of Various Boards in Development of Industrial Cooperatives: Industrial Cooperatives in Indian Plans, Present Status, Problems. Relationship between board and the manager, Centrally Sponsored scheme of Consumer Co-operatives, Role of Cooperatives in holding the Price line through Public Distribution.

UNIT - III

Consumer Co-operatives: Principles, Techniques, Methods of Trading, Growth, Structure, Operations and Problems. Super Markets, Co-operatives and Fair Price Shops. Source of Finance, Pricing Policy, Purchase and Inventory Policy.

UNIT - IV

Agriculture Marketing: Special Features of Agriculture Marketing in India; Types of Markets, Market Functionaries, Market Practices. System of Sale, Market Charges; Problems, Defects and Mal-Practices in Present System, Regulated Markets.

UNIT - V

Role of State in Agriculture Marketing: Role of Credit in Agriculture Marketing; Procurement of Food grains.

Co-operative Storage Needs: Progress and Problems; Distribution - Defects and Difficulties.

References :

1. T.N. Hazela: Theory and Practice of Cooperation.
2. B.S. Mathur: Cooperative in India.
3. Report of the first working group on Industrial Cooperatives 1958
4. Report of the Second working Group on Industrial Cooperatives 1963
5. National Cooperatives Union of India : Cooperative - Review Special On Industrial Cooperative, July 1969.
6. Kulkarni: Cooperative Marketing in India.
7. Report of the Cooperative Marketing Committee.
8. NSDC: Report of the Committee on Cooperative Processing.

GR. C - PAPER X: CO-OPERATIVE PROJECT PLANNING

Duration : 3 hrs.

Max. Marks 100

Note : In this question paper, 10 questions will be set, 2 from each unit, Candidates have to answer 5 questions in all taking one question from each unit.

UNIT – I

Project : Meaning, Objectives and Importance of Co-operative Project Planning, Project Identification. Formulation of Project – Steps involved in Project Formulation.

UNIT - II

Feasibility Analysis of a Co-operative Project. Implementation of Co-operative Project and use of Network Techniques, Internal and External Constraints.

UNIT - III

Procedure and Formalities of Registration of Projects in the Co-operative Sector. Project Technology with emphasis on Indigenous Technology, Location, Size, Plan and Layout of Projects.

UNIT - IV

Project Financing: Internal and External Sources.
Cost Concepts, Demand Forecasting, Pricing and Profit Planning in the Co-operative Sector.

UNIT - V

Specific Studies of Co-operatives: Sugar, Dairy and Housing Projects.

References :

1. Dennis, A. Celiners: Complete Guide of Project Management, Management Guide, U.S.A.
2. M.D. Vidwn: Cooperative Law in India, Committee for Cooperative Training 1969.

3. Prashana Chandra : Projects Preparation, Implementation and Appraisal.
4. M. Mehsin : Project Planning and Control.
5. R.L. Pitale : Project Appraisal Techniques.
6. I.M.D. Little and J.A. Mirrlees : Project Engineering and Management.
7. P.K. Mattoo : Project Formulation in Developing Countries.
8. United Nation (UNIDO'S Publication) : Guidelines for Project Evaluation.
9. United Nation (UNIDO'S Publication) : Evaluation of Industrial Projects.

GR. C - PAPER XI: CASE STUDY

Subject to the topic of Survey Work and a candidate being adjudged suitable for undertaking such work.