



Smt. P. D. Hinduja Trust's

K. P. B. HINDUJA COLLEGE OF COMMERCE

- NAAC Re-accredited with "A+" Grade CGPA: 3.59 •

Autonomous Minority Institution
(Affiliated to University of Mumbai)

Sindhi Linguistic Minority Institution



REGISTERED ADDRESS:

315, New Charni Road, Charni Road East,
Opera House, Girgaon, Mumbai, Maharashtra 400004



CURRENT ADDRESS:

Sadhana House, 570 Pandurang Budhkar Marg,
Behind Mahindra Towers, Worli, Mumbai - 400018



CONTACT DETAILS:

Tel: 022-4098-9000 (100 Hunting lines)



EMAIL:

info@hindujacollege.com



WEBSITE:

www.hindujacollege.edu.in/

HANDBOOK

2026-2027





Founder Shri. Parmamand Deepchand Hinduja (1901 -1971)



Shri. Parmamand Deepchand Hinduja was a harmonious blend of philanthropy and mercantile activities. He believed in setting aside a portion of the profits from his businesses for charitable activities, especially in the fields of education and healthcare which he considered to be the fundamental right of every human being. His social consciousness, vision and magnanimity inspired the establishment of K.P.B. Hinduja College of Commerce in 1974.

We, at the College remain inspired by the great soul and commit ourselves to be steered
by his fundamentals :

Work to Give

A Word Is a Bond

Act Local, Think Global

Partnership for Growth

Advance Fearlessly



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Managing Trustees



Shri. Prakash P. Hinduja
Chairman, Hinduja Group (Europe)



Shri. Ashok P. Hinduja
Chairman, Hinduja Group of Companies
(India)



Mr. Shom A. Hinduja
President,
Alternative Energy and Sustainability,
Hinduja Group



Mr. Prashant Asher
Independent Director



Namrata Hinduja



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Director & Advisor Message



Dear Students,

Welcome to HinduJa College, where education goes beyond textbooks and nurtures innovation, creativity, and independent thinking. We believe every student has unique potential, and our aim is to help you discover, develop, and excel in your chosen path.

At HinduJa College, academic excellence is blended with professional learning in a dynamic environment. Through quality education, new initiatives, and emerging technologies, we prepare you for future opportunities with confidence.

Your growth and well-being remain central to our mission. With dedicated faculty, meaningful student-teacher interaction, and personalised guidance, we strive to create an enriching learning experience.

Our college is recognised for strong academic results and a legacy of excellence in Mumbai. Alongside academics, we encourage social responsibility, empathy, environmental awareness, and active citizenship.

Whether you aspire to become a leader, pursue a specialised career, or explore new possibilities, HinduJa College offers you the platform to achieve your goals.

We warmly welcome you to this transformative journey.

Dr. Minu Madlani



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Principal's Message



Dear Students,

It gives me immense pleasure to welcome you to K.P.B. Hinduja College of Commerce, an institution known for academic excellence, values-based education, and holistic development. As you begin this exciting new chapter, I warmly welcome you to a campus that nurtures talent, encourages innovation, and prepares students for a changing world.

Established in 1974, Hinduja College is guided by the inspiring philosophy of our founder, Shri Parmanand Deepchand Hinduja: "My Dharma is to work so that I can give." This spirit of service and dedication continues to shape our vision.

At Hinduja College, we are committed to creating a student-centric environment with strong industry connect and a global outlook. Along with academics, we encourage participation in leadership opportunities, cultural activities, sports, social outreach, and skill-building initiatives for all-round growth.

This brochure has been designed as a ready-reckoner for first-year students. It introduces you to the college's history, values, committees, student bodies, and important details about your programme. We hope it will guide you as you begin your college journey.

I encourage each one of you to dream big, remain curious, work hard, and make meaningful contributions to society. Your years at Hinduja College will be a journey of learning, friendships, self-discovery, and growth.

I wish you every success and a memorable student life ahead.

Prof (Dr.) Navin M. Punjabi



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Overview of The Student Handbook

Welcome to K.P.B. Hinduja College of Commerce – your gateway to a vibrant and enriching academic journey. This handbook serves as your comprehensive guide to understanding everything our institution has to offer.

Designed to help you make informed decisions, it provides valuable insights into our academic programs, core values, campus culture, and the wide range of opportunities available for your intellectual and personal growth.

It provides essential information on academics, and student life, helping you begin your journey with confidence. At Hinduja College, we believe informed and motivated students are key to a rewarding educational experience, and this guide is your first step toward a rewarding and successful educational experience with us.



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Motto, Vision & Mission of the College

MOTTO

Guided by its motto, "Character is Supreme," the College aligns all its activities toward holistic student development. It is committed to nurturing character and personality without discrimination, instilling secular values such as integrity, social justice, ethics, and reason, and fostering resilience to face life's challenges.

The College also prepares students for diverse careers in business by providing quality education, career direction, and a broad, humane outlook, enabling them to take on responsible roles in banking, finance, media, management, and industry.



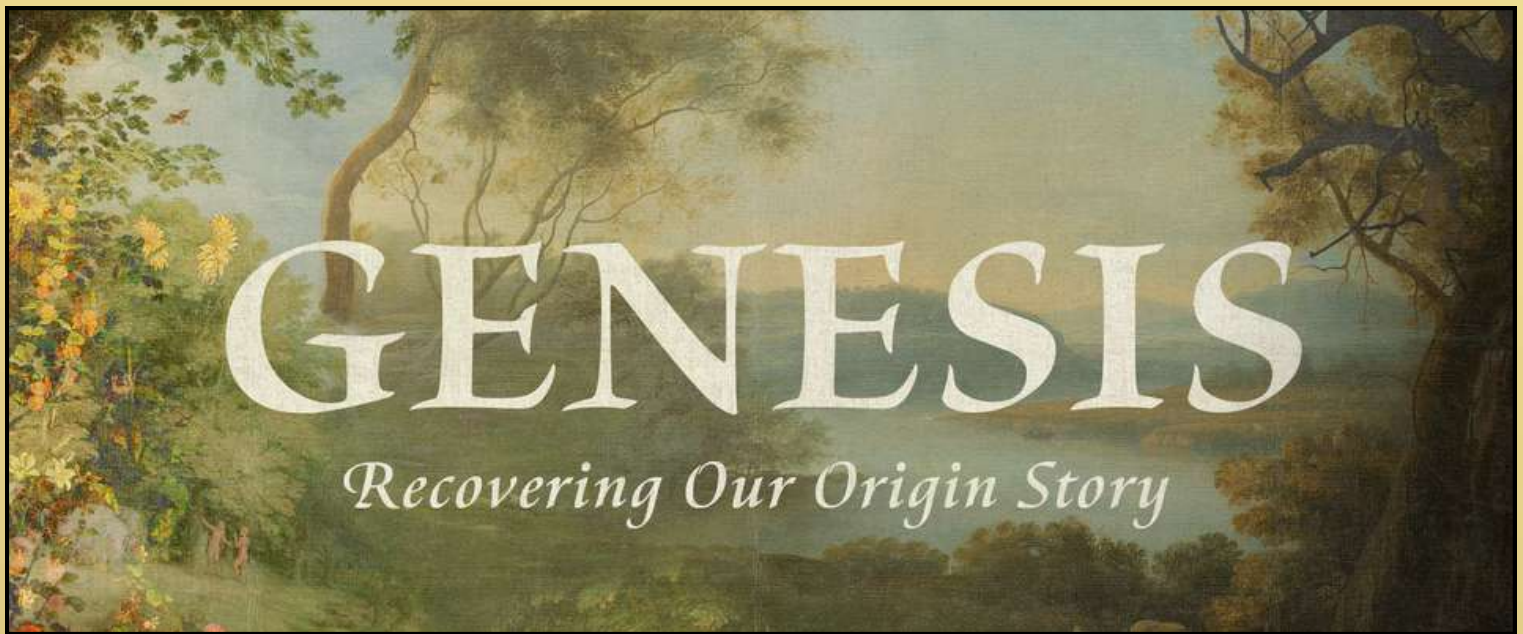
To empower students not only to excel but also to outshine.

To inculcate the values of hard work, diligence and determination and above all, the will to succeed through a holistic and multi-pronged approach.



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K.P.B. Hinduja College of Commerce, established in 1974 by the visionary industrialist Late Shri Parmanand Deepchand Hinduja, reflects his philanthropic commitment to education and healthcare as fundamental human rights. Recognized as a premier institution in Mumbai, the College has received several accolades, including the University of Mumbai's 'Best College Award' (2010-11) and the UGC's 'College with Potential for Excellence' status (2016). It was re-accredited with an 'A+' Grade by NAAC in 2017 and granted autonomous status from 2022-23, with NEP 2020 implemented from 2023-24.

With over 6,000 students, 70 full-time and 45 visiting faculty, the College offers 15 academic programmes from junior college to postgraduate and doctoral levels. It is dedicated to preparing students for responsible careers in commerce, banking, insurance, and industry. To achieve its goals, the College emphasizes excellence in academics alongside industry-oriented skill development. It offers a range of value-added courses such as Diamond Cutting, Cyber Law, Stock Market Operations, CFP, Entrepreneurship, Digital Media Marketing, Event Management, ERP, CRM, and Computer Applications. Students are also exposed to the real world of commerce through guest lectures by industry experts, industrial visits, field trips, and internships.

Aligned with its motto, "Character is Supreme," the College fosters social responsibility through extension activities like NSS, NCC, DLLE, and the Nature Club, nurturing commitment, service, and responsible citizenship among students.

***"In the world of business, the only constant is change.
Embrace it, adapt to it, and thrive in it."***

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AUTONOMY & NEP



About Autonomy:

K.P.B. Hinduja College of Commerce was granted Autonomous Status by the UGC in July 2022, enabling it to design and update curricula in line with evolving industry and societal needs. The College actively promotes research among faculty and students, while also encouraging community service, extension activities, and socially relevant projects.

National Education Policy (NEP) 2020:

In line with directives from the Government of Maharashtra, the College implemented NEP 2020 from the academic year 2023–24, following UGC guidelines (12 December 2022) and the Government Resolution dated 20 April 2023.

Salient Features of NEP 2020

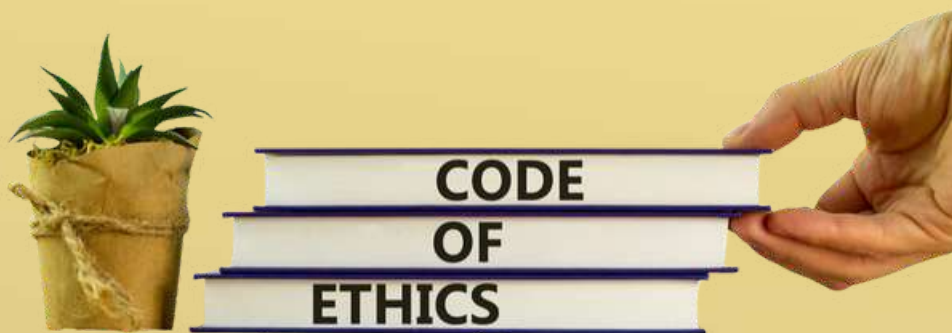
- **Multidisciplinary Learning:** Offers a flexible curriculum that enables students to choose subjects across disciplines, bridging arts, humanities, sciences, and commerce.
- **Critical Thinking Focus:** Emphasizes conceptual clarity and analytical skills over rote learning.
- **Skill & Vocational Development:** Integrates practical skills and vocational training to enhance employability and promote entrepreneurship.
- **Assessment Reforms:** Adopts continuous, competency-based evaluation for a more holistic assessment of student learning.
- **Inclusion and Equity:** Promotes equal access to quality education, addressing gender and social disparities and supporting marginalized groups, including students with disabilities.
- **Research and Innovation:** Encourages a strong research culture through dedicated centres and active student–faculty engagement in innovation.
- **Internationalization:** Enhances global exposure through academic collaborations, exchange programmes, and international partnerships.
- **Implementation:** NEP 2020 is being introduced in phases across institutions, including the University of Mumbai, laying the foundation for a more inclusive, flexible, and future-ready education system.

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Conduct and Ethics



Behavior

In our College, behavior and professionalism go hand in hand. We prioritize a culture of respect, integrity, and collaboration. Your behavior in the College is not only a reflection of yourself but also a representation of our collective commitment to excellence.

- Minimum 75% attendance in lectures in each subject is mandatory according to Ordinance No. 6086 of the University of Mumbai. Disciplinary action will be taken against students defaulting in attendance.
- Punctuality in attending lectures must be observed by students. Students must join the class within the first 05 minutes of the commencement of the lecture.
- A Notepad/Notebook and Pen must be carried by students to take down notes and instructions.
- Students are expected to be dressed appropriately during lectures.
- During offline lectures students must mute their mobile phones and during online lectures they must mute their microphones unless instructed otherwise by the faculty.
- Students must keep their camera on throughout an online class.
- In an online class, students may either type their queries in the 'Chat' window or use the option of the 'Raised Hand' feature.
- Any kind of indiscipline or use of improper language in the classroom is strictly prohibited and will warrant firm disciplinary action.

Together, let's create an environment where everyone feels valued, supported, and inspired to bring their best selves to the Institution each day.

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Conduct and Ethics

RAGGING FREE CAMPUS



Attendance

Students must attend all lectures, tutorials, and practicals as per University of Mumbai regulations, with a minimum of 75% attendance each semester. Failure to maintain the required attendance, including prolonged absence in any month, may lead to disciplinary action, including removal from the College Roll.

Discipline

Students must carry a valid Identity Card at all times; failure to do so may lead to denial of entry and loss of access to college facilities. In case of loss, a written request must be made to the Principal for a duplicate card.

Students are expected to maintain discipline, respect college property, and keep the परिसर clean. Unauthorized communication with the press regarding college matters is prohibited. Misconduct or indiscipline may result in strict action, including expulsion. Smoking, spitting, and the use of mobile phones on campus are strictly prohibited. Students must be neatly and modestly dressed, and adhere to all University rules.

ANTI – RAGGING

RAGGING IS AN OFFENCE WHICH WILL BE DEALT WITH FIRMLY, RAGGING IS PUNISHABLE UNDER THE 'MAHARASHTRA PREVENTION OF RAGGING ACT'.

The Prohibition of Ragging Act

Ragging is strictly prohibited as it violates fundamental rights and is punishable under law. As defined by the Hon'ble Supreme Court of India, ragging includes any form of verbal, written, or physical conduct that causes harassment, humiliation, psychological harm, or fear among junior students. It includes acts such as forcing juniors to perform tasks, do menial work, answer vulgar questions, view inappropriate content, or engage in activities causing physical or mental harm. Any such behavior will invite strict disciplinary action.

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Hinduja Foundation Prizes & Scholarships



- To enthuse students to excel in academics, sports and cultural activities and instill in them a spirit of healthy competition, as well as to inculcate habits of discipline and regularity, generous Prizes and Scholarships of Rs. 7.5 lakhs have been instituted by the Hinduja Foundation for every academic year. The prizes cover a broad spectrum of achievements which include:

- Best Student of the Year Award (Female)
- Best Student of the Year Award (Male)
- Best Class Representative
- Best Sportsman
- Best Sports woman
- Best Athlete of the College
- Best N.S.S. Volunteer
- Best DLLE Volunteer
- Best N.C.C. Cadet
- Best Student Organizer
- Best Rotaractor



- Hinduja Academic Excellence Award for Consistent Performance throughout F.Y.B.Com., S.Y.B.Com., and T.Y.B.Com., and in the Self-Finance Courses; B.Com(Accounting and Finance), B.Com(Banking and Insurance), Bachelor of Management Studies, Bachelor of Mass Media, B.Sc.(Information Technology), B.Com(Financial Markets), B.Com(Transport Management) and B.Com(Investment Management)
- The Highest Grade in Each Class
- The Highest Marks in Each Subject
- Outstanding Performance in Cultural Activities.

N.B.

- Repeaters and A.T.K.T. students are not eligible for scholarships and freeships.
- Only students whose attendance is satisfactory and good conduct are eligible for Hinduja Foundation Prizes and Scholarships.
- Students are eligible for the Hinduja Foundation Award provided they continue their studies in this college.
- Details of various freeships and scholarships instituted by the Government will be displayed on the college notice-board.



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STUDENT SUPPORT SERVICES



Ms. Asha Ambani
Counsellor



Office

The College Office functions from 9-30 a.m. to 4-30 p.m. on all working days.

Train & Bus Concession Forms

Students seeking train and bus concession forms are required to contact Ms. Yogita S. Humane in the College Office. Forms will be issued during office hours from 10:30 a.m. to 1:30 p.m. on all working days.

Academic Transcripts

Students requiring Academic Transcript should contact the respective staff. Forms will be issued during office hours from 10:30 a.m. to 4:30 p.m. on all working days.

Ms. Kiran S. Dikwalkar
Jr. Clerk
(Aided Section)

Ms. Yogita S. Humane
Jr. Clerk
(Self-Financing Section)

Mr. Sanjiv A. Nikam
Jr. Clerk
(Junior College)

Student Counselling Services

The College provides access to a qualified counsellor to support students' emotional well-being and personal development. Students are encouraged to seek guidance on academic, personal, or emotional concerns. All interactions are handled with strict confidentiality, ensuring a safe and supportive environment for every student. The counsellor is available on Mondays and Fridays from 11:30 a.m. to 2:30 p.m.



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INFRASTRUCTURE FACILITIES

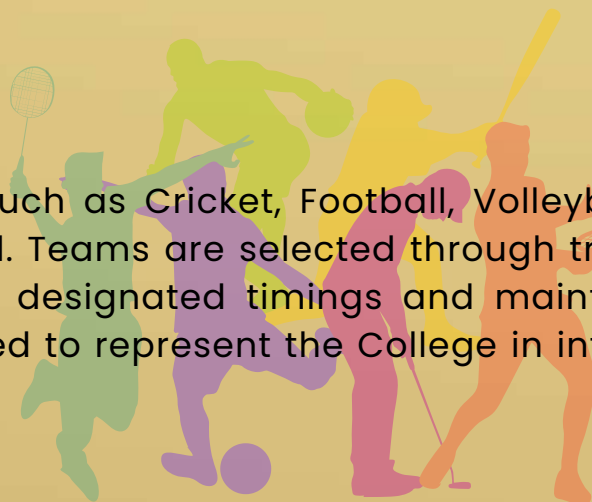


Library

The College Library is well-equipped with the latest publications in commerce, along with books of general interest, journals, periodicals, and newspapers. It is open from 7:00 a.m. to 6:00 p.m. on all working days, and access is permitted only with a valid ID card. Students must return issued books on time to avoid fines. Reference materials, question papers, periodicals, and newspapers are for reading within the library only. Maintaining silence and following library rules, as notified, is mandatory.

Gymkhana

The College provides facilities for sports such as Cricket, Football, Volleyball, Table Tennis, Chess, Carrom, and Throwball. Teams are selected through trials based on merit. Students must adhere to designated timings and maintain discipline. Selected students are encouraged to represent the College in inter-collegiate and external competitions.



Canteen

The College canteen offers hygienic food at reasonable prices.



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COLLEGE COMMITTEES



STATUTORY COMMITTEES

DLLE (Extension Work)	N.S.S.
Examinations Committee	Students' Council & Extra Curricular Activities
IQAC	Unfair Means Enquiry Committee
N.C.C	

NON- STATUTORY COMMITTEES

Academic Calendar	Marathi Mandal
Accountancy Association	Mentoring Committee
Add-on Courses	P.T.A.
Admission Committee	Placement Cell
Alumni Association	Planning and Evaluation Committee
Anti-Ragging Cell	Planning Forum
Attendance & Discipline	Prospectus
CAS Co-ordination Committee	Remedial Teaching (for Slow Learners)
CIC (College Internal Committee)	Research Cell
College Grievance Redressal Committee	Rotaract
Commerce Association	SC/ST Welfare
Counselling Centre	Selection & Prize Distribution
Faculty Welfare & Activities Co-Ordinator	Special Cell (For Students with Special Needs)
Gymkhana, Hiking And Nature Club	Student Welfare & Career Counselling
Library Committee	Study Circle (For Competitive Exams)
Literary & Debating Society	Time Table Committee
Magazine Committee	Women's Development Cell



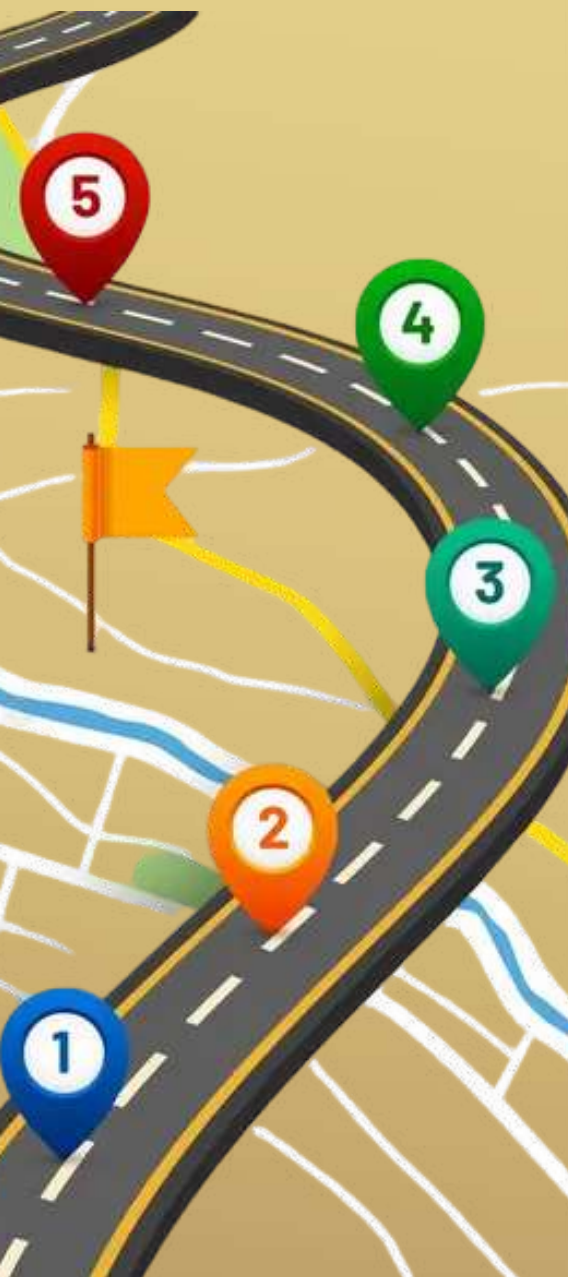
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CAMPUS LOCATION AND ACCESS

The new campus of K.P.B. Hinduja College of Commerce is located at Sadhana House, 570 Pandurang Budhkar Marg, behind Mahindra Towers, Worli, Mumbai – 400018. The campus is well-connected through multiple modes of public and private transport, ensuring convenient accessibility from different parts of Mumbai.



Navigating to the New K.P.B. Hinduja College Worli Campus

Metro Aqua Line (Metro Line 3)

Worli Metro Station (Aqua Line)
10 min walk (approx. 10 mins)

10 min Walk (approx. 10 mins)

Sadhana House
K.P.B. Hinduja College of Commerce

Mahindra Towers

Western Line

Prabhadevi Station

Shared Taxi or AC Bus
AC Bus A-167

Central Line

Parel Station

Shared Taxi or AC Bus
AC Bus A-167

BEST Bus Routes From South Mumbai
28, 83, 85, 87, 305, A-62, 86, 88

Nearby Bus Stops

- Kurne Chowk (Mahindra Towers)
- Doordarshan Bus Stop

Find us on Google Maps

Smart Parking Solutions

Avoid street parking. Use authorized lots via BMC Raheja Artesia or the Park+ app.

Private Transit Solutions

Citi Flo
Premium AC buses with multiple routes across Mumbai.

No Auto-Rickshaws Allowed
Auto-rickshaws cannot enter South Mumbai. Use four-wheeled taxis for point-to-point travel.

K.P.B. Hinduja College, Worli

Sadhana House, Pandurang Budhkar Marg, Behind Mahindra Towers, Worli, Mumbai - 400018

Designed for easy navigation

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B.I.M

B.COM INVESTMENT MANAGEMENT

INVESTMENT

PORTFOLIO

MANAGEMENT

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KNOW YOUR PROGRAMME

B.COM (INVESTMENT MANAGEMENT)

BACHELOR OF COMMERCE (INVESTMENT MANAGEMENT)



ELIGIBILITY & PASSING CRITERIA

Candidates seeking admission to BIM must have passed Std. XII (or equivalent) from Arts, Science, or Commerce streams.
All admitted students must register with the University of Mumbai.



PASSING STANDARD (NEP 2020)

Students must secure a minimum of 40% separately in both internal and external assessments to pass, with combined marks determining the final result.



CREDIT SYSTEM

The University of Mumbai has introduced the credit system in all the Central, State & Deemed learning centres in the country, under the Universities Five Year Plan.

PERFORMANCE GRADING SCALE

Marks range out of 100	Grade and Grade Description	Grade Points
90 TO 100	O: Outstanding	10
80 TO 89.99	A+ Excellent	9
70 TO 79.99	A: Very Good	8
60 TO 69.99	B+: Good	7
55 TO 59.99	B: Above Average	6
50 TO 54.99	C: Average	5
40 TO 49.99	P: Pass	4
39.99 OR BELOW	F: Fail	0

The performance grading shall be based on the aggregate performance of the Internal Assessment Test and the Semester End Examination.

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KNOW YOUR PROGRAMME

BACHELOR OF COMMERCE (INVESTMENT MANAGEMENT)

College examinations are compulsory for all students. No student will be granted any Scholarship, Freeship, Concession or any other similar facilities, unless among other conditions, he/she shows satisfactory performance at various examinations. Any Student found guilty of copying or using unfair means, directly or indirectly in an examination may be denied admission to any class again besides being liable for prosecution. FY/SY students will be promoted to SY/TY respectively after considering the passing standard prescribed as per the University guidelines received from time to time.

Scheme of Examination

1) Degree – Self Financed Programmes

Credit	Semester End Examinations	Internal Examinations
4	60 Marks	40 Marks
2	30 Marks	20 Marks

***NB: Internal Assessment includes tests, presentations, field-based assignments, projects etc.

ATKT Examination: –

There will be ATKT / Repeaters examination for those who failed and Makeup Examination for those who remained Absent on Medical ground.

Revaluation & Verification: –

Rules & procedures for providing photocopies of answer books to the examinee and process of revaluation of the answer books of the examinee who apply for revaluation will be as per university circular from time to time.

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STRUCTURE OF THREE-YEAR B. COM COURSE: F.Y.B.I.M.

FYBIM					
Semester I			Semester II		
Category	Course Name	Credits	Category	Course Name	Credits
MAJOR 01	Introduction to Financial Markets and Services	4	MAJOR 01	1. Introduction to Wealth Management	4
MAJOR 02	Basics of Investment	2	MAJOR 02	Fundamentals of Capital Markets	2
OPEN ELECTIVE 01	Modern Micro Economics	2	MINOR	Basics of Corporate Accounting	2
OPEN ELECTIVE 02	Quantitate Techniques in Investment	2	OPEN ELECTIVE 01	Economics of Trade and Finance	2
VOCATIONAL SKILLS COURSE	Basics of Computer Skills in Finance-I	2	OPEN ELECTIVE 02	Cyber Law	2
SKILL ENHANCEMENT COURSE	Financial Modelling	2	VOCATIONAL SKILLS COURSE	Basics of Computer Skills in	2
ABILITY ENHANCEMENT COURSE	Essentials of Business Communication –	2	SKILL ENHANCEMENT COURSE	Financial Literacy	2
VALUE EDUCATION COURSE	Constitution of India	2	ABILITY ENHANCEMENT COURSE	Essentials of Business Communication – II	2
INDIAN KNOWLEDGE SYSTEM	Ancient Indian Studies	2	VALUE EDUCATION COURSE	Gender And Leadership Studies	2
CO-CURRICULAR COURSES	Co-Curricular Courses (CC)	2	CO-CURRICULAR COURSE	Co- Curricular Course (CC)	2

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STRUCTURE OF THREE-YEAR B. COM COURSE: S.Y.B.I.M.

SYBIM	
Sem-III	Sem-IV
Name of the Course	Name of the Course
Financial Management	Direct Taxation
Investment Analysis and Portfolio Management	Merchant Banking
Fundamentals of Management	Fundamentals of Marketing in Financial Services
Investment Laws	Global Business Management
Office Automation And Web Designing For Business	Database Management with Analytics in Business
Selling And Negotiations	Hindi-II
Hindi-I	Field Project
Co- Curricular Course (CC)	Co-Curricular Courses (CC)



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STRUCTURE OF THREE-YEAR B. COM COURSE: T.Y.B.I.M.

TYBIM	
Sem-V	Sem-VI
Name of the Course	Name of the Course
International Finance	Strategic Financial Management
Auditing	Strategic Management
Investment Operations	Mutual Funds Management
Public Finance	Indian Economy
Reasoning And Comprehending Ability	Commodities and Derivatives Markets
Field Project	On Job Training
Community Engagement Programme	



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PROGRAMME DETAILS

A

Programme Overview
Name, Overview of the programme
Brief Introduction

B

Programme Details
Programme Outcomes (POs)

C

Faculty Profile
Name
Qualification Experience
Specialization Brief profile

D

Research and Publications
Areas of Research
Publications
Funded Research Projects

E

Faculty & Subject Details
Bachelor of Commerce Subjects & Faculty
Details
Syllabus

F

Best Practices & Future Plans
Unique initiatives of your Programme
Innovative teaching or research practices
Academic expansion
Research goals

Contact Details

- **Dr. Sheetal Mody Jigar – Programme Coordinator**
- **Email Id : shital.mody@hindujacollege.com**



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A. PROGRAMME OVERVIEW

B.COM (Investment Management)

The B.Com in Investment Management is a specialized three-year undergraduate degree program in commerce that focuses on the study of financial markets, investment strategies, and wealth creation. It is designed to equip students with both theoretical knowledge and practical skills required to build careers in the finance and investment industry. The course provides a strong foundation in core commerce subjects such as accounting, economics, and business law, along with specialized training in investment-related areas like portfolio management, financial markets, and risk analysis. The primary aim of the program is to develop an understanding of how financial systems operate and how investments are planned, evaluated, and managed to generate long-term returns. The program develops strong conceptual base in finance, accounting, and economics, analytical skills for evaluating investment opportunities, functioning of stock markets, mutual funds, and financial instruments, it equips students with practical knowledge of portfolio management and risk assessment and prepares the students for careers in banking, investment management, and financial advisory. The program also includes practical components such as projects, case studies, financial modelling, and internships to provide real-world exposure.



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B. PROGRAMME DETAILS

B.COM (INVESTMENT MANAGEMENT)



PROGRAMME OUTCOME:

PO1

The program inculcates high level of knowledge in the domain of commerce

PO2

The program will understand the basics of the Financial happenings in the outer world

PO3

The program will develop the analytical skills, financial planning, analysis, control, and professional ethics to manage financial aspects of the corporate world.

PO4

The program ensures acquiring working knowledge of financial services and markets.



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C. FACULTY PROFILE

**Name**

Dr. Sheetal Jigar Mody

**Designation:**

Assistant Professor

**Qualification:**

M.Com., M.Phil., Ph.D., NET.

**Specialization**

Commerce and Management

**Experience:**

20 years

**Email:**

shital.mody@hindujacollege.com



Dr. Sheetal Jigar Mody is the Program Coordinator of B.Com (Investment Management) at K.P.B. Hinduja College of Commerce with 20 years of undergraduate and 12 years of postgraduate teaching experience



A recognised Ph.D guide under University of Mumbai since 2022. She is mentoring research scholars for Ph.D



She has contributed in the development of curriculum and academic enrichment of students. She has been actively involved in institutional activities, such as Students Grievance and Redressal Cell, Women Development Cell, Rotaract Club Discipline Committee and educational enhancement activities for students



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C. FACULTY PROFILE

**Name:**

Dr.Mrunalini Shringare

**Designation:**

Assistant Professor

**Qualification:**

Ph.D, M.Phil, M.A (Economics)

**Specialization:**

International Economics

**Experience:**

17 years

**Email:**

mrunalini.ravalekar@hindujacollege.com



Her academic contributions include authoring three key textbooks: Principles of Micro-Economics, Business Economics and Business Economics-II tailored for Banking, Insurance, and Financial Markets. Additionally, she serves the academic community through her appointment as Field Co-ordinator for the Department of Lifelong Learning and Extension at the University of Mumbai.



With over 17 years of experience, Dr. Mrunalini Shringare is a distinguished Assistant Professor in the Department of Economics at K.P.B. Hinduja College of Commerce, Mumbai. She holds an M.A., M.Phil., and Ph.D. in International Economics, with a specialized doctoral focus on the 12-year trade dynamics and performance of India's iron and steel sector.



She is also deeply engaged with the broader academic and service community, holding memberships in the Indian Economic Association, Maharashtra State Commerce Association, Indian Commerce Association, and Service Civil International, India.



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D. RESEARCH AND PUBLICATIONS



Research Publications

An accomplished and dedicated academic professional with over 20 years of experience in undergraduate teaching and 12 years of postgraduate instruction, bringing a deep commitment to excellence in education, research, and student mentorship. With a strong foundation in subject expertise, the faculty member has consistently delivered engaging, student-centered learning experiences that foster critical thinking, analytical skills, and academic curiosity. Their extensive teaching portfolio spans a wide range of courses at both undergraduate and postgraduate levels, demonstrating adaptability and a thorough understanding of evolving curricula and pedagogical approaches. At the undergraduate level, they have played a pivotal role in building foundational knowledge, mentoring students through their academic journeys, and supporting diverse learning needs. In postgraduate education, their focus has been on advanced subject mastery, research guidance, dissertation supervision, and preparing students for professional and academic careers.

In addition to teaching, the faculty member has actively contributed to curriculum development, academic administration, and institutional growth. They are known for integrating innovative teaching methodologies, including technology-enhanced learning, interactive sessions, and research-driven instruction. Their commitment extends beyond the classroom through involvement in seminars, workshops, conferences, and academic publications. They have also guided numerous student projects and research initiatives, contributing to a vibrant academic environment.



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Syllabus

Smt. P. D. Hinduja Trust's
K. P. B. Hinduja College of Commerce, Mumbai
(Autonomous)

Re-accredited 'A+' Grade by NAAC



Affiliated to
The University of Mumbai

Syllabus for B.COM.
(Investment Management)
Semester I & II under NEP 2020



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM I)

INTRODUCTION TO FINANCIAL MARKETS AND SERVICES

Unit	Course / Unit Title
UNIT-I	Structure of Financial System: Role of Financial System in Economic Development – Financial Markets and Financial Instruments – Capital Markets – Money Markets – Primary Market Operations – Role of SEBI – Secondary Market Operations – Regulation – Functions of Stock Exchanges – Listing – Formalities – Financial Services Sector Problems and Reforms.
UNIT-II	Financial Services: Concept, Nature and Scope of Financial Services – Regulatory Framework of Financial Services – Growth of Financial Services in India – Merchant Banking – Meaning-Types – Responsibilities of Merchant Bankers – Role of Merchant Bankers in Issue Management – Regulation of Merchant Banking in India.
UNIT-III	Mutual Funds: Concept and Objectives, Functions and Portfolio Classification, Organization and Management, Guidelines for Mutual Funds, Working of Public and Private Mutual Funds in India, Debt Securitisation – Concept and Application – De-mat Services - need and Operations-role of NSDL and CSDL.
UNIT-IV	Allied Financial Services: Venture Capital – Growth of Venture Capital in India – Financing Pattern under Venture Capital, Leasing – types of Leases – Evaluation of Leasing Option Vs. Borrowing, Credit Rating – Meaning & Functions, Insurance Services, – Factoring – Forfaiting - .Discounting.

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DETAILED SYLLABUS OF FYBIM (SEM 1)

BASICS OF INVESTMENT

Unit	Course / Unit Title
UNIT-I	Introduction to Investment, Savings Vs. Investment, Investing Vs. Speculation, Investing Vs. Borrowing, Need of investment necessary, When to Start Investing, What is meant by interest Rate, Factors determining interest rates, Simple Interest and Compound Interest, Investment Objectives – Setting SMART Goals, Asset Classes available for investments – Financial Assets Vs. Non-Financial Assets, Important attributes of Various asset classes – Safety (Risk), Liquidity, Yield. Co-relation between various asset classes
UNIT-II	Personal Financial Statement Analysis Cash inflows and cash outflows, income and Expenditure statement, Budgeting and forecasting, Monitoring budgets and provisions for savings, Personal Balance Sheet. Types of Investment Risk Market Risk – Systematic and unsystematic, Inflation Risk, Interest Rate Risk, Credit Risk, Maturity Risk, Liquidity Risk, reinvestment risk, Exchange Rate Risk. Regulatory Risk, Investment Manager (Alpha) Risk, Business Risk



SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 1)

QUANTATIVE TECHNIQUES

UNIT-I	Introduction to Statistical Methods Meaning and Definition of Statistics, Collection of Data, Primary and Secondary, Classification and Tabulation, Diagrammatic and Graphical presentation measures of Central Tendency—Mean, Median, Mode-simple problems. Measures of Dispersion- Range, Quantile Deviation, Standard Deviation and Co- efficient of Variation
UNIT-II	Correlation and Regression Correlation-Meaning and Definition- Karl Pearson's co-efficient of Correlation, Spearman's Rank Correlation, Regression Analysis- Regression is two variables- Uses of Regression
UNIT-III	Time Series and Index Numbers: Time Series- Meaning, Components and Models – Business forecasting- Methods of Estimating trend- Graphic, Sem- Average and Moving average- Seasonal Variance- Method of Simple average Index Numbers- Meaning, uses and Methods of construction- Unweighted and Weighted index numbers- Tests of an Index numbers- Cost of living index number, Interpolation, Binomial , Newton



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 1)

Essentials of Business Communications-I

Unit	Course / Unit Title
I	Introduction to LSRW
	Types of Listening, Listening for Specific Information, Everyday Speaking, Public Speaking Basics, Reading Comprehension, Paragraph Writing, Email and Letter Writing, Report and Notice Writing, Review Writing, Essay Writing.
II	Introduction to Practical Sessions Definitions & Types of Interviews, Group Discussions on Current Topics, News Discussions, Dialogue writings, Creative Story Compositions, Social Media Platforms, Use of AI in Listening, Speaking, reading and Writing.



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 1)

Financial Modelling

UNIT-I	Integrated Models for Project Feasibility and Financing
UNIT-II	Dashboards and Reporting
UNIT-III	Tools and Techniques like Scenarios, Data Tables, Goal Seek and Solver Statistical Analytics and Functions



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 1)

Basic of Computer Skills in Finance-I

Unit	Course / Unit Title
UNIT-I	Introduction to Information Technology: Overview of IT and its significance in the financial management, Introduction to computer hardware, software, and networking, Data communication, Introduction to internet technologies and web browsers. Online Safety and security. Information Searching tools, Search Engine Optimisation (SEO), Internet Components, Electronic Data Exchange, Intranet, Extranet, Payment System
UNIT-II	Management Information System (MIS) Introduction, Concept of MIS, Need for MIS, Characteristic of MIS, Outputs of MIS Role of MIS, Guidelines for Developing MIS reports, Functional Aspects of the MIS, Problems in MIS Introduction, Definition and Meaning of business process Flow of business process for accounting, purchase, sales, and finance Classification of business processes Introduction, Definition and Meaning of Business Process Management Principles and practices of Business Process Management Business Process Management life cycle Theories of Business Management Process.



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DETAILED SYLLABUS OF FYBIM (SEM 1)

CONSTITUTION OF INDIA

UNIT-I	Introduction to Constitutional Studies: Formation of Constituent Assembly, philosophy of the constitution as set out in the Preamble, the structure of the constitution, the Preamble, salient features of the constitution, Fundamental Rights (Article 12, 13, 14, 15, 16, 19, 21), Fundamental Duties of the Indian citizen.
UNIT-II	Policies and System of India: Directive principles of state policy, tolerance, peace and communal harmony as crucial values in strengthening the social fabric of Indian society, local self-government - rural and urban areas, Election Commission of India, Federalism, Cabinet Ministers, President and its powers





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 1)

MODERN MICRO ECONOMICS

UNIT-I	Introduction to Micro Economics Meaning, Uses and limitations of micro-economics. Evolution, working and malfunctioning of price mechanism -concept, significance and types of equilibrium, economic models, basic problems of an economy and Production Possibility Curve. Algebra of Supply and Demand Analysis, Law of demand and law of supply, Paradox of Value, Cobweb Theorem, Concept and types of prices, income, cross elasticity of demand, and practical significance in economic theory and analysis, Elasticity of Price Expectation, Elasticity of Supply, Elasticity of Substitution in Consumer Theory. Demand Forecasting- meaning and significance and methods.
UNIT-II	Theory of Consumer and Producer Behaviour- The Law of Equi-marginal utility-Meaning and properties of Indifference curve (IC), Exceptions to the normal shape of IC. Indifference Curve-II-Price , income and substitution effect, Budget Line -Meaning and Shift- Consumers Equilibrium, Consumer Surplus-concept, assumptions, diagrammatic presentation, and criticism. Production Function- Meaning, Types, Production with One Variable Input, Returns to Scale and Optimum Combination of Factors. Theory of Costs- Concepts of costs, Theory of Cost in Short-Run, LAC, Learning Curve.



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DETAILED SYLLABUS OF FYBIM (SEM 1)

ANCIENT INDIAN STUDIES

UNIT-I	Foundation of Management, Indian Ethics and the Spirit of Development, Indian ethos & Indianity, Indian Model of Corporate Development, STEPS Model, YVK foundation of Indian Management.
UNIT-II	Kingship, and Society- Dharma, Neeti and Danda,, Rashtra, Sanskar, and making socio-cultural milieu, Gurukul system. Philosophy of Arthsastra, leaders as achievers, Use of Authority, Power & Danda, Concern for People, Arthasastra and Modern Management, Kutilaya Theory of Motivation, Management Competencies and Excellence in Men, Analysis of Power, Kautilayan, GET Analysis
UNIT-III	Right Conduct- Buddhist, Jaina, Shramanic traditions, Purushartha, Chatushya— Dharm, Arth Kaam Moksh. Assimilations and assertions, Ethical issues in Epics and Puranic traditions





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

CYBER LAW

UNIT-I	Introduction to Cyber Securities: Cyber Space- Fundamental definitions - Overview of the Cyber Security Landscape- Indian Context of Jurisdiction - Enforcement agencies, E-Security: - essential requirements Electronic Governance – Legal Recognition of Electronic Records and Electronic Evidence -Digital Signature Certificates - Securing Electronic records and secure digital signatures - Duties of Subscribers - Role of Certifying Authorities - Regulators under the Act -The Cyber Regulations Appellate Tribunal - Internet Service Providers and their Liability– Powers of Police under the Act –
UNIT-II	Cyber Law: Fundamental Definition, Cyber Crimes, Need for Cyber Law. History of cyber law in India, Cyber Crimes -Meaning of Cyber Crimes –Different Kinds of Cybercrimes – Cybercrimes under IPC, Hacking, Denial of Service Attack, Cyber Stalking, Phishing, Identity Theft, Keylogger, Email Spoofing, Malicious Code, Defamatory Email Credit Card Fraud, - Data Protection and Privacy. Reporting of Internet Fraud in India.



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

ECONOMICS OF TRADE AND FINANCE

UNIT-I	Analysis of Economic Theory on International Trade: Basis for international trade; gains from trade; Terms of Trade- Meaning and Types, Importance, nature, and scope of international relations. Commercial Policy- Tariff and Non-Tariff Barriers, Miscellaneous Protection Techniques and Commodity Agreements International economic & trading environment: Types of integration, regionalism v/s. multilateralism, European Union. Integration of developing countries – BRICS, ASEAN, SAARC, SAFTA, NAFTA, G-20. World trade in goods and services – Major trends and developments; World trade and protectionism – Tariff and non-tariff barriers; Counter trade, UNCTAD, WTO, GATT, GATS, TRIM, TRIPS; India's role in facilitating trade relations under BRICS, SAARC, SAFTA, ASEAN and to WTO
UNIT-II	Economic Financial Institutions – International Monetary Funds (IMF), World Bank (IBRD, IDA, IFC), Asian Development Bank, BRICS Development Bank, European Bank for Reconstruction and Development. (Functions and Role) Global Funding Arrangements- Bilateral funding arrangements with special reference to Japan International Cooperation Agencies (JICA), agencies of USA; Case studies on Bilateral financing arrangements of Indian projects like Delhi Metro, Dedicated Freight corridor, Nuclear Power Plant etc.





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

Essentials of Business Communication-ii

Unit	Course / Unit Title
I	Strategic Communication Foundations
	· Communication models and channels, · understanding context, audience, and purpose, Communication barriers and overcoming them, · Emotional Intelligence in communication, · Advanced presentation skills using visual aids (PPT, Canva, Prezi)
II	Digital and Intercultural Communication: · Cross-cultural communication styles and norms, · Social media etiquette, · Digital storytelling, Assertiveness vs. aggression · Conflict resolution strategies, Negotiation techniques · Communicating in teams and cross-functional groups



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

Basic of Computer Skills in Finance-II

UNIT-I	Digital Media: Digital Media Fundamentals, The Role of social media, Content Creation and Curation, Digital Storytelling, ChatGPT-Uses, Advantages and Disadvantages, Artificial Intelligence and Digital Communication, Use of social media (Facebook, Instagram, Twitter, LinkedIn etc.), Digital Marketing Strategies: Introduction to Search Engine Optimization (SEO) and Search Engine Marketing (SEM)
UNIT-II	Introduction to Tally: Accounting Software's, Introduction to Tally, Installation, Creating a Company, Altering and Deleting Company, Tally Gateway & User Interface Ledgers, Groups & Vouchers: Types of Groups, Creating Single and Multiple Ledgers, Altering and Deleting Ledgers, Understanding Groups, Creating Groups, Altering and Deleting Groups, Types of Vouchers, Voucher Entry, shortcut keys. Financial Reporting: Trial Balance, Profit and Loss Account, Cash Flow and Statement of Cash Flow, Daybook. Export, Import, Backup & Restore: Export and Import Formats, Practical Examples, Data Backup and Restore.



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DETAILED SYLLABUS OF FYBIM (SEM 2)

FINANCIAL LITERACY

UNIT-I	Introduction to Financial Literacy Meaning, importance and scope of financial literacy; Prerequisites of Financial Literacy – level of education, numerical and communication ability; Various financial institutions – Banks, Insurance companies, Post Offices; Mobile App based services. Need of availing of financial services from banks, insurance companies and postal services
UNIT-II	Protection and Investment Related Financial Services Insurance Services: Life Insurance Policies: Life Insurance, Term Life Insurance, Endowment Policies, Pension Policies, ULIP, Health Insurance and its Plans, Property Insurance: Policies offered by various general insurance companies. Post office life Insurance Schemes: Postal Life Insurance and Rural Postal Life Insurance (PLI/RPLI). Housing Loans: Institutions providing housing loans, Loans under Pradhan Mantra Awas Yojana – Rural and Urban.





DETAILED SYLLABUS OF FYBIM (SEM 2)

BASIC OF CORPORATE ACCOUNTING

UNIT-I	Investment Accounting w.r.t AS 13--For shares (variable income bearing securities) For debenture bonds etc. (fixed income bearing securities) Accounting for transactions of purchase and sales of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method Columnar format for investment account
UNIT-II	Accounting for translation of foreign currency transactions vide AS 11 (excluding foreign branches and forward exchange contracts and hedging contracts) "In relation to purchase and sale of goods, services and assets and loan and credit transactions." Computation and treatment of exchange differences
UNIT-III	Issue of Shares and Debentures, Redemption of Preference shares





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

Gender And Leadership Studies

UNIT-I	Leadership and Gender: Leadership principles and vision, defining the strengths and roles of a leader, outlining the concept of gender. Understanding the relationship of Gender and Leadership, Exploring the concept of power, authority and advancement. The power dynamics of women and men at work place, Gender Identity as a tool for evaluation of competence
UNIT-II	Women and Leadership: Psychological, biological and personality differences in men and women accounting to their position of leadership- Exploring gender theories, gender identity and related behaviour in the historical and contemporary context- Understanding the context of women and leadership in the historical background- in politics, business, media, literature, and cinema and in other setups-
UNIT-II	Challenges and Opportunities: Challenges, barrier, constraints, and opportunities for women in leadership positions- Gendered inequities in organizations and the treatment of men and women in a work place. Understanding of gendered differences in job categories, gendered differences in compensation and gendered differences in professional opportunities- Avenues and Initiative for transgender leadership. Reflecting on the leadership tools to empower the discriminated and enriching the gender.

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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

FUNDAMENTALS OF CAPITAL MARKETS

Unit	Course / Unit Title
UNIT-I	Introduction to Capital Markets • Definition and overview of capital markets • Importance of capital markets in the global economy • Types of financial instruments (stocks, bonds, derivatives, etc.) • Participants in capital markets (individuals, institutions, corporations) • Initial Public Offerings (IPOs) and the process of going public for an IPO • Stock exchanges and over-the-counter markets
UNIT-II	Derivative Instruments • Introduction to derivatives (futures, forwards, options, swaps) • Purposes of derivatives (hedging, speculation, arbitrage) • Basic options strategies (calls, puts, spreads) • exchange-traded funds (ETFs), and hedge funds.



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF FYBIM (SEM 2)

INTRODUCTION TO WEALTH MANAGEMENT

Unit	Course / Unit Title
UNIT-I	Introduction to Wealth management Definition of Wealth management; understanding wealth management; wealth management process; phases in wealth management process; wealth management market in India Holistic Planning Framework Sources of wealth; human Capital; Financial Capital; Financial Life Cycle; Working Life – Pre-family independence; Family; Pre-retirement; Retirement – Active retirement; Passive Retirement; Elderly Care; Retirement related risk – risk identification; Market Risk, Asset Allocation Risk, Interest Rate Risk, Inflation Risk, Health/liquidity risk, Longevity Risk The Financial Planning process Establish and define the relationship with the client; Personal Fact Finding; Analyze Client's financial status, Risk profile and determine financial goals; Develop financial planning recommendation and present it to client; Implement client's financial planning recommendations; Monitor and review the client's situation Asset Classes Debt as an asset class; Role of debt in wealth management; risk of investing in debt securities; Equity as an asset class – investing in stocks
UNIT-II	Property and Liability Insurance – basis of property cover – Reinstatement, Book or Market Value; Insuring House, Household items, business unit, plant and machinery; personal Umbrella Policy; miscellaneous overseas travel insurance; Motor Insurance – Comprehensive and Mandatory Third party coverage; No claim Bonus and claims Other business specific Insurance – professional Indemnity Insurance; Keyman Insurance; Marine Insurance, Cargo and Hull Insurance; Inland Transit Insurance Introduction to the following Acts Insurance Regulatory and Development Authority (IRDA) Act-1999; The Insurance Act-1938; Public Liability Insurance Act-1991; Motor Vehicle Act-1988 Employee State Insurance Act-1948

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DETAILED SYLLABUS OF FYBIM (SEM 2)

INTRODUCTION TO WEALTH MANAGEMENT

UNIT- III

Taxability

Defined Contribution Plans and Limitations – Characteristics of DC Plans, Types of Defined contribution Plans, their features, Applicability. And withdrawal norms, taxability

Superannuation benefits and schemes –Trust Funds, Private Fund Managers, and Insurance Companies, Benefits - on retirement, Voluntary retirement and Death

Retirement Needs and Factors in retirement Planning

Introduction to retirement planning - Significance of retirement planning; Purpose and need of retirement planning; Role of Wealth planner in retirement planning; Importance of starting early;

Analysis of Client's Life Cycle – Early earning stage and established earning stage; stability and visibility of earnings; Accumulation and Distribution phase; Life Expectancy Vs. Retirement age; Early Vs. Delayed retirement; Risk of living longer than expected;

Factors considered in retirement planning – Nature of Income; salaried, bonus and self-employed; standard of living; time horizon; inflation in accumulation and distribution phase; profile of assets sustainable till retirement; income generating potential of fixed assets; liquidity aspects of fixed and other assets; Profile of financial and other liabilities nearing retirement

Analysis of client's retirement needs – Estimating household expenses on retirement; Corpus estimated to meet post retirement needs; Alternate, arrangements for supplementing retirement corpus; cost of escalation of medical expenses in post-retirement; charitable activities and social work

Retirement Planning Process

Ascertain client's current primary household expenses; Estimate average expected inflation rate pre and post-retirement; Estimate client's expenses post- retirement; Ascertain client's income from fixed assets/other sources post- retirement; Estimate client couple's life expectancy; Estimate basic corpus accommodating client's other special purposes; Ear mark client's non-liquid/non- consumption assets and their future value; Estimate Net Corpus to be accumulated; Ascertain client's current sources of income and saving potential; Prioritize investible surplus in various financial goals including retirement; Ascertain risk profile of client and changes with life stages; Ascertain risk capacity as per age and asset profile; Ascertain client's Asset Allocation to create retirement corpus; Optimize rate of return from the chosen Asset Classes

Income Streams during Retirement – Employer Provided superannuation plans; Provident Fund; Public Provident Fund; Small Savings Schemes; NPS; Pension Plans from MF's and Insurance Companies; Reverse Mortgage to supplement post retirement expenses.



DETAILED SYLLABUS OF FYBIM (SEM 2)

INTRODUCTION TO WEALTH MANAGEMENT

UNIT-IV

Estate Planning Overview–The concept of Estate Planning; Purpose and Need of Estate Planning; Risks and Drawbacks involved in Estate Planning; Hindu and Indian Succession Act; Succession-Testate and Intestate

Estate Planning Process – Collect comprehensive information and examine circumstances to set Estate planning goals; Determine value of client's estate and liquidity aspects; Estimate cost of transfer and other expenses; Develop a plan of transfer; Implement plan and review periodically.

Methods of Estate Planning - Will; Trust; Insurance; Gift; Power of Attorney; transfer of property and partition.

Will –Characteristics and Contents of a Will; Types of Will-Unprivileged, Privileged, Joint, Mutual and Conditional; Legal requirements and Testamentary capacity; Modifying or revoking Will; Probate Process.

Powers of Attorney – Use and purpose; Types-General and Special; Revocation; Role of the executor Trust - Classification of Trust – Revocable and Irrevocable.

Characteristics of Trust– Discretionary and Determinate; Different types of a family trust; Family trust V/s Will; Parties to Trust; Rules relating to properties; Other Provisions





Syllabus

Smt. P. D. Hinduja Trust's
K. P. B. Hinduja College of Commerce, Mumbai
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Affiliated to
The University of Mumbai

Syllabus for B.COM.
(Investment Management)
Semester III & IV under NEP 2020



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STRUCTURE OF THREE-YEAR B. COM COURSE: S.Y.B.I.M.

Sem-III	Sem-IV
Name of the Course	Name of the Course
Financial Management	Direct Taxation
Investment Analysis and Portfolio Management	Merchant Banking
Fundamentals of Management	Fundamentals of Marketing in Financial Services
Investment Laws	Global Business Management
Office Automation And Web Designing For Business	Database Management with Analytics in Business
Sales And Negotiations	Hindi-II
Hindi-I	Field Project
Co- Curricular Course (CC)	Co-Curricular Courses (CC)



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DETAILED SYLLABUS OF SYBIM (SEM 3)

FINANCIAL MANAGMENT

UNIT-I	<u>Working Capital Management:</u> · Management of Working Capital in India. · Estimating working capital needs. · Operating or working capital cycle. Working Capital Financing: Trade Credit; Bank Credit; Commercial Papers; Certificate of Deposits (CDs); Financing.
UNIT-I	<u>Management of Components of Working Capital</u> · Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. · Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. · Inventory Management: Objectives; and Techniques.
UNIT-III	<u>Management of Components of Working Capital</u> · Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. · Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. · Inventory Management: Objectives; and Techniques.
UNIT-IV	Leverages: · Introduction · EBIT & EPS Analysis · Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage (Including Practical Problems)



SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM(SEM 3)

INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT

UNIT-I	UNIT I: Introduction to Investment Environment a) Introduction to Investment Environment: Introduction, Investment Process, Criteria for Investment, Types of Investors, Investment V/s Speculation V/s Gambling, Investment Avenues, Factors Influencing Selection of Investment Alternatives b) Capital Market in India : Introduction, Concepts of Investment Banks its Role and Functions, Stock Market Index, The NASDAQ, SDL, NSDL, Benefits of Depository Settlement, Online Share Trading and its Advantages, Concepts of Small cap, Large cap, Midcap and Penny stocks
UNIT-II	Risk – Return Relationship Meaning, Types of Risk-systematic and Unsystematic risk, Measurement of Beta, Standard Deviation, Variance, Reduction of Risk through Diversification. Practical Problems on Calculation of Standard Deviation, Variance and Beta
UNIT-III	Portfolio Management and Security Analysis a) Portfolio Management: • Meaning and Concept, Portfolio Management Process, Objectives, Basic Principles, Factors affecting Investment Decisions in Portfolio Management, Portfolio Strategy Mix. b) Security Analysis: • Fundamental Analysis, Economic Analysis, Industry Analysis, Company Analysis, Technical Analysis - Basic Principles of Technical Analysis., Uses of Charts: Line Chart, Bar Chart, Candlestick Chart, Mathematical Indicators: Moving Averages, Oscillators.
UNIT-IV	Theories, Capital Asset Pricing Model and Portfolio Performance Measurement a) Theories: • Dow Jones Theory, Elloit Wave Theory, Efficient Market Theory b) Capital Asset Pricing Model: • Assumptions of CAPM, CAPM Equation, Capital Market Line, Security Market Line c) Portfolio Performance Measurement: • Meaning of Portfolio Evaluation, Sharpe's Ratio (Basic Problems), Treynor's Ratio (Basic Problems), Jensen's Differential Returns (Basic Problems)

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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 3)

Fundamentals of Management

Unit	Course / Unit Title
I	Introduction to Management Introduction to Management Meaning / Concept / Definition of Management Features of Management Importance of Management Nature of Management Objectives of Management Six Ms of Management Levels of Management Henry Fayol's Principles of Management. Planning and Decision-Making Planning: Meaning / Concept / Definition of Planning Features and Importance of Planning Components / Elements of Planning Process of Planning Advantages and Limitations of Planning. Decision-Making: Meaning / Concept / Definition of Decision-Making Features and Importance of Decision-Making Process of Decision-Making.



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 3)

Fundamentals of Management

II

Organising

Organising: Meaning / Concept / Definition of Organising / Organisation

Features of Organising / Organisation

Process of Organising / Organisation

Principles of Organising / Organisation

Formal and Informal Organisation Structure - Features, Advantages and Disadvantages, Distinction Between Formal and Informal Organisation Structure.

Centralisation of Authority: Meaning / Concept / Definition of Centralisation of Authority

Factors Affecting Centralisation of Authority

Advantages and Disadvantages.

Decentralisation of Authority: Meaning / Concept / Definition of Decentralisation of Authority

Factors Affecting Decentralisation of Authority Advantages and Disadvantages.

Departmentation: Meaning / Concept / Definition of Departmentation

Advantages and Disadvantages of Departmentation

Bases of Departmentation.

Delegation of Authority: Meaning / Concept / Definition of Delegation of Authority

Process of Delegation of Authority

Importance of Delegation of Authority

Obstacles / Barriers to Delegation of Authority



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 3)

Fundamentals of Management

III	Staffing Staffing: Meaning / Concept / Definition of Staffing Features of Staffing Importance of Staffing Factors Affecting Staffing. Recruitment: Meaning / Concept / Definition of Recruitment Sources of Recruitment. Selection: Meaning / Concept / Definition of Selection Importance of Selection Stages / Steps in the Selection Procedure Distinction between Recruitment and Selection. Employment Tests and Interviews: Meaning / Concept / Definition of Employment Tests Types of Employment Tests Meaning / Concept / Definition of Interview Role of Interview in the Selection Procedure Types of Interviews.
IV	Directing and Controlling Directing: Meaning / Concept / Definition of Directing Features of Directing Importance of Directing Principles of Directing Leadership: Meaning / Concept / Definition of Leadership Traits of Leadership Styles of Leadership Motivation: Meaning / Concept / Definition of Motivation Features of Motivation Importance of Motivation Factors Determining Motivation Co-ordination: Meaning / Concept / Definition of Co-ordination Features of Co-ordination Importance of Co-ordination Controlling: Meaning / Concept / Definition of Controlling Features of Controlling Steps in controlling Essentials of a Good Control System

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DETAILED SYLLABUS OF SYBIM (SEM 3)

Investment Laws

UNIT-I	Introduction to Investment and Market Meaning of Investment and Market, Nature and Risk associated with Investment Evolution of Investment and Bargaining Norms, Investment law - an introduction, Raising Investment- Stages in Investment Transaction, Shares: Types of Shares, Shares and Shareholders, Stock and Shares, Share capital - Issue and allotment of shares, Transfer and Transmission of shares, Debentures, Charges and Deposits
UNIT-II	Capital Market Regulation and Securities Contracts History and Evolution of Capital Market, Securities Market in India- An Overview, Primary Capital Market, Debt Market, Relevant Provision of Companies Act, 2013, Basic Features of the Securities Contracts, Recognition of Stock Exchange, Derivatives, Options and Futures, Listing of securities, Penalties and procedure for adjudication, SEBI constitution, Powers and Functions of SEBI, Securities Appellate Tribunal, FDI and its Impact on Human Rights
UNIT-III	International Investment Law Sources and Nature of International Investment Law, Investors Perspective, Host state perspective, Investors and Investment, Expropriation, Standards of Protection – Fair and Equitable Treatment, Full protection and security, The Umbrella Clause, Access to Justice, Fair Procedure and Denial of Justice





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 3)

OFFICE AUTOMATION AND WEB DESIGNING FOR BUSINESS

UNIT-I	Office Automation MS Word: Creating, Editing, Formatting and Printing of Documents, Using Editing and Proofing Tools, Inserting Elements, Working with Tables, Mailing document (Mail Merge), Macros and Print Review and Set-up, utility and converting word as PDF files. MS Excel: Creating Worksheet, Editing and Formatting Worksheets, Formatting Worksheets, Performing Basic Calculations, Creating Various Formulas and logical operators, Functions, Creating Charts, Using Tools, Printing Review and Set-up Power Point: Create Slides, Insert Image, Shapes, Smart Art, Chart, Animation, Page Designing, Slide Transition, View Page, Print Review and Set-up.
UNIT-II	Web Designing Introduction to the Web Designing, Introduction to HTML, CSS Formatting Text Using Different Tags. Insert Images on Web Page, creating different List type, Creating Hyperlinks to navigate between web pages & Types of Anchors, Creating Simple Tables & Complex Tables, Create Frames on Web pages, Insert Videos & Audios on Web page, Designing Registration Forms. Designing Web Sites using Bootstrap framework (Adobe Dreamweaver)



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DETAILED SYLLABUS OF SYBIM (SEM 3)

SELLING AND NEGOTIATIONS

UNIT-I	<u>Basics of Selling:</u> • Fundamentals of Selling • What makes a good Sales Person? • Prospecting • Gambits • Presentation • Closing of sales • Handling Objections • Territory management
UNIT-II	<u>Basics of Negotiations:</u> • What is negotiation? • Characteristics of a good negotiator • The process of negotiation • Conflict resolution • Negotiating Strategies and tactics • Negotiation with individuals • Negotiation with Groups • Negotiation styles • Roles played by negotiating teams





DETAILED SYLLABUS OF SYBIM (SEM 3)
HINDI - I

प्रकरण	साहित्य विधा	विषय	तासिका
१	साहित्य इतिहास	हिंदी साहित्य का इतिहास - भक्तिकाल	८
२	उपन्यास	गबन - प्रेमचंद	६
३	कहानियाँ	मैं हार गई - मन्नू भंडारी	५
४	काव्य	मेरी इक्यावन कविताएं - अटल बिहारी वाजपेयी	५
५	नाटक	अंधायुग - धर्मवीर भारती	६
		कुल	३०

हिंदी साहित्य का इतिहास





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM(SEM 4)

DIRECT TAXATION

Unit	Course / Unit Title
1	· Basic concepts · Residence and scope of total income • of Marginal Cost of Capital (including Practical Problems)
2	· Heads of income · Salaries · Income from house property · Profits of business or profession
3	· Capital gains · Income from other sources
4	· Deductions from gross total income · Computation of total income



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM (SEM 4)

MERCHANT BANKING

I	Introduction- Merchant banking – Evolution ,Need, significance, functions, Merchant Banking services – project counselling, loan syndication, and corporate counselling-Types of Issues: Initial Public Offerings (IPO), Right Issues, Bonus Issues. Pre-Issue merchant banking activities-obtaining stock exchange approvals, finalizing the appointment with manager, underwriter and brokers, Post-Issue activities-Issue subscription and Allotment of shares, Refunds, Periodical reports to SEBI.
II	Issue of DR, ADRs and CP - Types, Process and Characteristics of Issuing of Depository Receipts (DR) – American Depository Receipt (ADRs), Global Depository Receipt (GDRs), Indian Depository Receipt (IDRs) and European Depository Receipt (EDRs). IDRs and guidelines, Eligibility conditions of the issue of IDR Procedures for issue of Commercial Paper, credit rating and redemption process. Issue of Bond- Procedure of issue of Bonds and Debentures, Foreign Currency Convertible Bonds.
III	Initial Public Offering– Issuance process, role of registrar, SEBI guidelines for IPO eligibility, IPO grading, Draft Red Herring Prospectus (DRHP), Listing agreement, Pricing the Issue, book building process, - Allotment- SEBI Guidelines in Drafting the Offer Document, Pre and Post launch activities in IPO, SEBI Guidelines on QIP, Rights and bond issue.
IV	Issue Management and Due Diligence The general obligation of intermediaries with respect to Public Issues and Rights Issue, The pricing in preferential issue, The pricing and restrictions on allotment of Qualified Institutional Placement, The pre-issue advertisement for rights issue, Utilization of funds raised through rights issue and the manner of disclosures in the offer document, The procedure for institutional placement programme with respect to offer document Pricing and Allocation Restrictions. Due Diligence - The importance of due diligence and role of external parties in the due diligence process and list of due diligence documents.

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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 4)

DATABASE MANAGEMENT WITH ANALYTICS IN BUSINESS

I	Advanced Excel Functions in Excel: Date and Time Functions: DATE, DATEVALUE, DAY, DAY360, SECOND, MINUTES, HOURS, NOW, TODAY, MONTH, YEAR, YEARFRAC, TIME, WEEKDAY, WORKDAY Text Functions: LEFT, RIGHT, TEXT, TRIM, MID, LOWER, UPPER, PROPER, REPLACE, REPT, FIND, SEARCH, SUBSTITUTE, TRIM, CONCATENATE Math and Trigonometry Functions: RAND, ROUND, CEILING, FLOOR, INT, LCM, MOD, EVEN, SUMIF, SUMIFS Statistical Functions: AVERAGE, AVERAGEIF, AVERAGEIFS, COUNT, COUNTA, COUNTBLANK, COUNTIF, COUNTIFS, LARGE, SMALL, MEDIAN, MODE Logical Function: IF / ELSE, AND, OR, NOT, TRUE, NESTED IF/ELSE
II	Data Analysis and Visualization Lookup and Reference Functions: VLOOKUP, HLOOKUP, INDEX, ADDRESS, MATCH, OFFSET, TRANSPOSE What if Analysis: Goal Seek, Scenario Analysis, Data Tables (PMT Function) Solver Tools Data Validation: Number, Date & Time Validation, Text and List Validation Custom validations based on formula for a cell , Dynamic Dropdown List Creation using Data Validation Financial Functions: PMT(), PPMT(), IPMT(), PV(), FV(), IRR(), NPV(), Rate() · Calculation of Interest, Calculation of Installment, Calculation of Cash Flow etc.(Solve Examples based on each topic)





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 4) Global Business Management

I	Introduction: Introduction to Global Business Globalization – Meaning, Implications, Globalization as a driver of International Business, Global Business Environment, the Multinational Corporation – evolution, features and dynamics – from the Conglomerate to the Born Global Enterprise. Theories of International Business (Traditional theories for developed country incumbents vs Modern theories for Emerging Markets – Stage Model, Accelerated Internationalization Models, LLL Theory, Leapfrogging and Spring boarding theories.
II	Global Investment Environment: Theories of Foreign Direct Investment, Traditional and Modern theories of FDI, Modes of FDI - Greenfield, Mergers and Acquisitions and Brownfield Investment, Motives of FDI, FDI contrasted with FPI



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM (SEM 4) FUNDAMENTALS OF MARKETING IN FINANCIAL SERVICES

Unit	Course / Unit Title
I	Introduction to Financial Services Marketing • The services concept • Characteristics of Services, 4 I's • Importance of Services Marketing • The Growth in Services – Global and Indian Scenario • Concept of 7Ps of Services Marketing • Classification of Services, Classification of Financial Services
II	Marketing Mix for Financial Services • Product Mix and Product Life Cycle in BFSI • Pricing Strategies in Banking, Insurance and Investment Services • Distribution Strategies in BFSI • Enhancing People element in finance • Role of physical evidence in finance • Service Blueprints and Service Mapping for Financial Services • Promotional strategies in finance
III	Market Segmentation and Positioning in finance • Segmentation Strategies in Banking, Insurance and Investment Services • Branding and Positioning Strategies for Financial Institutions • Differentiation of Financial Products and Services
IV	Consumer Behaviour and Customer satisfaction in Financial Services • Decision-Making Process in Financial Services • Trust and Risk Perception in Financial Services • Customer Loyalty Programs in Banking and Insurance • Measuring service quality using SERVQUAL model • Service recovery using GAP model • Impact of behavioural finance on marketing strategies • Handling Customer Complaints and Grievance Redressal Mechanism

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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF SYBIM(SEM 4)

HINDI - II

प्रकरण	साहित्य विधा	विषय	तासिका
१	उपन्यास	मुझे पहचानों - संजीव	६
२	संस्मरण	पथ के साथी - महादेवी वर्मा (४)	६
३	गजल	कवि गुलजार (१०) दुष्यंत कुमार (१०)	५ ५
४	प्राचीन काव्य	रहीम के दोहे (११)	३
५	व्यवहार हिंदी	पत्रलेखन, प्रतिवेदन	३
६	व्याकरण	काल, अलंकार	२
		कुल	३०



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STRUCTURE OF THREE-YEAR B. COM COURSE: T.Y.B.I.M.

Sem-V	Sem- VI
Name of the Course	Name of the Course
International Finance	Strategic Financial Management
Auditing	Strategic Management
Investment Operations	Mutual Funds Management
Public Finance	Global Business Management
Reasoning And Comprehending Ability	Indian Economy
Field Project	Commodities and Derivatives Markets
Community Engagement Programme	On Job Training



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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM (SEM 5)

INTERNATIONAL FINANCE

UNIT-I	<u>Working Capital Management:</u> · Management of Working Capital in India. · Estimating working capital needs. · Operating or working capital cycle. Working Capital Financing: Trade Credit; Bank Credit; Commercial Papers; Certificate of Deposits (CDs); Financing.
UNIT-I	<u>Management of Components of Working Capital</u> · Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. · Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. · Inventory Management: Objectives; and Techniques.
UNIT-III	<u>Management of Components of Working Capital</u> · Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. · Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. · Inventory Management: Objectives; and Techniques.
UNIT-IV	Leverages: · Introduction · EBIT & EPS Analysis · Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage (Including Practical Problems)

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SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM(SEM 5)

AUDITING

Unit	Unit Title
	Course/ Subject:
1	Unit 1: Introduction to Auditing
	Basics – Financial Statements, Users of Information, Definition of Auditing, Objectives of Auditing – Primary and Secondary, Expression of opinion, Detection of Frauds and Errors, Inherent limitations of Audit. Difference between Accounting and Auditing, Investigation and Auditing. Errors & Frauds – Definitions, Reasons and Circumstances, Types of Error and frauds Risk of fraud and Error in Audit, Auditors Duties and Responsibilities in case of fraud. Principles of Audit – Integrity, Objectivity, Independence, Skills, Competence, Work performed by others, Documentation, Planning, Audit Evidence, Accounting System and Internal Control, Audit Conclusions and Reporting. Types of Audit – Meaning, Advantages, Disadvantages of Balance sheet Audit, Interim Audit, Continuous Audit, Concurrent Audit and Annual Audit
2	<u>Unit II : Audit Planning, Procedures and Documentation</u>
	Audit Planning – Meaning, Objectives, Factors to be considered, Sources of obtaining information, Discussion with Client, Overall Audit Approach. Audit Program – Meaning, Factors, Advantages and Disadvantages, Overcoming Disadvantages, Methods of Work , Instruction before commencing Work, Overall Audit Approach. Audit Working Papers - Meaning, importance, Factors determining Form and Contents, Main Functions / Importance, Features, Contents of Permanent Audit File, Temporary Audit File, Ownership, Custody, Access of Other Parties to Audit Working Papers, Auditors Lien on Working Papers, Auditors Lien on Client's Books Audit Notebook – Meaning, Structure, Contents, General Information, Current Information, Importance

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DETAILED SYLLABUS OF TYBIM(SEM 5)

AUDITING

3	<u>Unit III: Auditing Techniques and Internal Audit Introduction</u>
	Test Check - Test Checking Vs Routing Checking, Test Check meaning, features, factors to be considered, when Test Checks can be used, advantages disadvantages precautions. Audit Sampling - Audit Sampling, Meaning, Purpose, Factors in determining Sample Size - Sampling Risk, Tolerable Error and Expected Error, Methods of Selecting, Sample Items, Evaluation of Sample Results, Auditors Liability in Conducting Audit Based on Sample Internal Control - Meaning and Purpose, Review of Internal Control, Advantages, Auditors Duties, Review of Internal Control, Inherent Limitations of Internal Control, internal Control Samples for premium received, return paid, commission paid. Due diligence Internal Checks Vs Internal Control, Internal Checks Vs Test Checks Internal Audit - Meaning, Basic Principles of Establishing Internal Audit, Objectives, Evaluation of Internal Audit by Statutory Auditor, Usefulness of Internal Audit, Internal Audit Vs External Audit,, Internal Checks Vs Internal Audit
	<u>Unit IV: New Areas of Auditing and Professional Ethics</u>
4	New Areas of Auditing Introduction to Cost Audit, Human Resource Audit, Management Audit, Operational Audit, Forecast Audit, Social Audit, Tax Audit, Forensic Audit and Environmental (Green) Audit, Audit Committee. Audit in an EDP Environment- Introduction, General Approach to EDP based Audit and Special Techniques for Auditing in an EDP Environment. Professional Ethics and Misconduct Introduction, Meaning of Professional Ethics Meaning of Professional Misconduct, Schedules to the Chartered Accountants Act, 1949 Relating to Professional Misconduct, Enquiry into Charges of Misconduct of Chartered Accountants.





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM (SEM 5)

INVESTMENT OPERATIONS

UNIT-I	<u>Opening of account to Dematerialisation:</u> Investor types and the assimilation process · Who can Invest? ,Client On-boarding Process, Terms of Offer, Regulatory Requirements, Mandatory Investor Information, Investor Folio or Account
UNIT-II	<u>PAN, KYC, DEMAT AND REMAT</u> · Permanent Account Number (PAN), Know Your Customer (KYC) Process · Know the Central KYC process and the KYC Registration Agencies (KRA), Demat and Remat processes, Dematerialisation, Rematerialisation of Securities · The processes involved for account opening of Non-Resident Investors (NRIs)

INVESTMENT MANAGEMENT OPERATIONS

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DETAILED SYLLABUS OF TYBIM (SEM 5)

INVESTMENT OPERATIONS

UNIT-III	Agreements and Other Documents for Investments: PoA and other agreements · General Power of Attorney · Specific Limited Power of Attorney Understand the process of Consolidating, reorganising and folio-keeping/Maintenance of Investments · Change of Address and Contract Details · Change in Name · Change in Status · Marking a Lien · Transmission · Nomination, and change in nomination Assignment, especially in case of insurance policies Understand the operations process flow in Special situations · Minors as investors · Minor turns major · NRI to RI · RI to NRI · Additional or deletion of name in an account · Addition or deletion of bank mandate The documentation required for financial advice
UNIT-IV	Ancient Indian Wisdom on investment: Kautilya Arthashastra wisdom on investment Kautilya Arthashastra wisdom on wealth creation Riv-veda on financial management





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM (SEM 5)

PUBLIC FINANCE

Unit	Course / Unit Title
I	Introduction- Meaning and Scope of public finance- public finance versus private finance-market failure: public goods and private goods, externalities, Efficiency and Equity, Principles of sound finance and functional finance, allocation, distribution, stabilisation and growth functions of the government.
II	Operations of Fiscal Policy: Sources of revenue (Taylor's approach), Dalton and Musgrave versions of the Law of Maximum Social Advantage: Role of Government in a modern economy, Structure of public budget, Role of taxation: merits and demerits of direct and indirect tax policy, features of good tax system, concept of Impact, Incidence and Shifting of taxation.
III	Public Expenditure and Public Borrowing: Canons of public expenditure: Classification of public expenditure, Theories of public expenditure: Wagner's Law and Peacock-Wisemen hypothesis, public expenditure as an instrument of fiscal policy. Public debt: meaning, types-short and long-term, burden of public debt, public debt management and effects of public debt.
IV	Indian Public Finance: Budget as the instrument of public policy, sources of public receipt (tax and non-tax, introduction to GST), Components of public expenditure, sources of public borrowing and debt liabilities, concepts of deficits; evaluation of FRBM Act 2004, Fiscal Federalism; Finance Commission: role and functions, Recommendations of Sixteenth Finance Commission





DETAILED SYLLABUS OF TYBIM (SEM 5)

REASONING AND COMPREHENSION ABILITY

UNIT - I	Introduction to Reasoning and verbal reasoning: • Importance of reasoning in competitive exams • Types of Reasoning: Verbal & Non-Verbal Coding-Decoding, Blood Relations & Direction Sense Letter & Number Coding, Substitution Coding Family Relations, Coded Blood Relations Distance and Direction based questions Ranking, Sequence & Alphabet Tests Order & Ranking (Age, Height, Weight-based) Alphabetical sequence problems Syllogism and Statement Based Reasoning- Venn Diagram Statement And Assumptions, Statements and Conclusions.
UNIT-II	Analytical & Logical Reasoning Number Series, Letter Series & Word Formation—Finding Patterns, and missing numbers. Words formation and Anagram –type program. Analogy & Classification—Number based, Letter based and General Knowledge based analogy. Odd One Out (Numbers, Words, Figures) IF-THEN STATEMENTS, AND-OR statements Pattern Completions and missing figures identification, Mirror and Water images- identifying reflected images.





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM (SEM 6)

STRATEGIC FINANCIAL MANAGEMENT

UNIT-I	Office Automation MS Word: Creating, Editing, Formatting and Printing of Documents, Using Editing and Proofing Tools, Inserting Elements, Working with Tables, Mailing document (Mail Merge), Macros and Print Review and Set-up, utility and converting word as PDF files. MS Excel: Creating Worksheet, Editing and Formatting Worksheets, Formatting Worksheets, Performing Basic Calculations, Creating Various Formulas and logical operators, Functions, Creating Charts, Using Tools, Printing Review and Set-up Power Point: Create Slides, Insert Image, Shapes, Smart Art, Chart, Animation, Page Designing, Slide Transition, View Page, Print Review and Set-up.
UNIT-II	Web Designing Introduction to the Web Designing, Introduction to HTML, CSS Formatting Text Using Different Tags. Insert Images on Web Page, creating different List type, Creating Hyperlinks to navigate between web pages & Types of Anchors, Creating Simple Tables & Complex Tables, Create Frames on Web pages, Insert Videos & Audios on Web page, Designing Registration Forms. Designing Web Sites using Bootstrap framework (Adobe Dreamweaver)



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DETAILED SYLLABUS OF TYBIM (SEM 6)

STRATEGIC FINANCIAL MANAGEMENT

Unit /Module	Course / Unit Title
I	<u>Fundamentals of Strategic Financial Management, Financial Strategy and Planning</u> · Meaning, nature, and scope of Strategic Financial Management. Its relationship with corporate strategy and overall business goals · The role of a strategic financial manager, financial objectives and shareholder wealth maximization · Strategic financial planning process · Financial Plans, types of Financial Plans, Financial Modelling and its uses and Limitations

Strategic Financial Management





SYLLABUS FOR B.COM (INVESTMENT MANAGEMENT)

DETAILED SYLLABUS OF TYBIM(SEM 6)

STRATEGIC MANAEGEMENT

Unit /Module	Course / Unit Title
I	Concepts of Strategy - Levels at which strategy operates; Approaches to strategic decision making; Mission and purpose, objectives and goals; Strategic business unit (SBU); Functional level strategies.
II	Environmental Analysis and Diagnosis - Environment and its components; Environment scanning and appraisal; Organizational appraisal; Strategic advantage analysis and diagnosis; SWOT analysis.
UNIT-III	Strategy Formulation and Choice - Modernization, Diversification Integration - Merger, take-over and joint strategies - Turnaround, Divestment and Liquidation strategies - Strategic choice - Industry, competitor and SWOT analysis - Factors affecting strategic choice; Generic competitive strategies - Cost leadership, Differentiation, Focus, Value chain analysis, Bench marking, Service blue printing.
UNIT-IV	Strategy Implementation - Inter - relationship between formulation and implementation - Issues in strategy implementation - Resource allocation - Strategy and Structure - Structural considerations -Strategy Evaluation- Overview of strategic evaluation; strategic control; Techniques of strategic evaluation and control.



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DETAILED SYLLABUS OF TYBIM (SEM 6)

MUTUAL FUNDS MANAGEMENT

Unit /Module	Course / Unit Title
I	Concept and Role of a Mutual Fund ● Concept & Function of a mutual fund ● Advantages and limitations of a mutual fund ● Investment objectives, Marking to market ● Unit capital, Assets under management (AUM) ● Fund running expenses, Net asset value (NAV) ● Brief history of mutual funds in India ● Closed end funds and open ended funds
II	Different types of funds Scheme selection, expense ratio, income ratio, portfolio turnover rate and transaction costs. Structure and key constituents of mutual fund Sponsor, trustees, AMC, custodians, Depositories and distributors.



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DETAILED SYLLABUS OF TYBIM (SEM 6)

INDIAN ECONOMY

Unit /Module	Course / Unit Title
I	Introduction to Indian Economy: Introduction: Demographic features, poverty: causes and anti-poverty alleviation programmes, income inequality: causes and measures and urbanization: meaning and effects. Agricultural sector: role of agricultural sector in economic development, land reforms: objectives and measures, agricultural pricing: need and structure of pricing policy, agricultural finance: need and sources, agricultural marketing: defects and measures and agricultural policy: National Agricultural Policy (2000) and National Policy for farmers (2007).
II	Role of Industrial Sector: Trends and growth of industrialization in India in pre and post reform, role of micro, small and medium enterprises and development of large-scale industries, small scale sector: problems and measures, public sector: problems and measures. Comparative analysis of New Industrial Policies 1991 and the recent policies for industrial growth with reference to Make in India, Start-up India, Skill India, and Digital India.
II	Role of service sector: Nature and scope of service industry in India, recent trends in banking industry, healthcare, insurance and tourism industry. External Sector: Structure and direction of foreign trade since 1991, Foreign direct investment: importance and initiatives undertaken by the government, foreign capital: need, advantages and disadvantages, balance of payments: structure and trends since 1991.
IV	Money and Banking: Financial markets in India: money market: structure and features, capital market: structure and developments, SEBI: role and functions, Monetary policy: meaning, objectives and instruments, commercial banking in India: progress and performance,

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DETAILED SYLLABUS OF TYBIM (SEM 6)

Commodities and Derivatives Markets

Unit /Module	Course / Unit Title
I	Introduction to Commodities Market and Derivatives Market a) Introduction to Commodities Market : • Meaning, History & Origin, Types of Commodities Traded, Structure of Commodities Market in India, Participants in Commodities Market, Trading in Commodities in India(Cash & Derivative Segment), Commodity Exchanges in India & Abroad, Reasons for Investing in Commodities b) Introduction to Derivatives Market: • Meaning, History & Origin, Elements of a Derivative Contract, Factors Driving Growth of Derivatives Market, Types of Derivatives, Types of Underlying Assets, Participants in Derivatives Market, Advantages & Disadvantages of Trading in Derivatives Market, Current Volumes of Derivative Trade in India, Difference between Forwards & Futures.
II	Futures and Hedging a) Futures: • Futures Contract Specification, Terminologies, Concept of Convergence, Relationship between Futures Price & Expected Spot Price, Basis & Basis Risk, Pricing of Futures Contract, Cost of Carry Model b) Hedging: • Speculation & Arbitrage using Futures, Long Hedge – Short Hedge, Cash & Carry Arbitrage, Reverse Cash & Carry Arbitrage, Payoff Charts & Diagrams for Futures Contract, Perfect & Imperfect Hedge





F. BEST PRACTICES & FUTURE PLANS

Best Practices



Integration of economic theory with current affairs analysis



AI-Driven Portfolio Management



Encouragement of student publications and presentations



Maintaining assets like Real estate, artwork, private equity, and other assets represented as blockchain-based tokens.

Future Plans



Introduction of advanced courses in data analytics and econometrics



Strengthening research output and collaborations



Internships and Industry tie ups for future projects



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Registered Address:

315, New Charni Road, Charni Road East, Opera
House, Girgaon, Mumbai, Maharashtra 400 004.



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