



Shiksha Mandal's

G. S. College of Commerce, Wardha (Autonomous)

B.Com. (Major in Accountancy & Business Studies)



Semester – I

Evolution of Business (BCABS 1.1)			
Teaching Hours: 45 (Theory + Practical)	Total Credits: 4	Total Marks: 70+30 =100	Group: Major Core
Objectives: 1. To acquaint the learner with the importance and status of business. 2. To inform various forms of business organizations 3. To make them understand importance of business in nation building.			
Learning Outcomes: After learning this subject, 1. The learner would understand importance and utility of business activity. 2. The learner would know about various business forms. 3. The learner would be able to differentiate between various forms. 4. The learner would know the responsibility of business.			
Unit	Content		
I	Business: Meaning, Definition, Characteristics, Importance; Scope of business – Commerce, Trade & Aids to Trade, Need, Advantage; Industrialization - Role & Impact on Economy & Nation.		
II	Forms of business: Sole trader – Characteristics, Formation, Advantages & Disadvantages; HUF – Meaning, Advantage & Disadvantages. Partnership: Meaning, Characteristics, Advantages & Disadvantages, Types of Partners, Status: Partnership Deed – Meaning, Importance, Contents		
III	Co-operative Society: Meaning, Definition, Characteristics, Advantages & Disadvantages Principles of Cooperation. Joint Stock Company: Meaning, Definition, Characteristics, Advantages & Disadvantages, Formation, Role of Promoters. Difference between Joint Stock Company and Cooperative Society.		
IV	Social Responsibilities of Business: CSR – Meaning, Need, Benefit to the General Public, Responsibility of Business towards Stakeholders (Shareholders, Employees, Suppliers, Bankers, consumers and Society.		
Books Recommended:			
1. Business Organisation – S A Sherlekar, Dr. Khushpat s. Jain, Dr. Apexa V. Jain. 2. Forms of Business Organisation – Prof. HR Ramanath, Prof. HA Bhaskar, Prof. HR Appannaiah; Himalaya Publishing House. 3. Essential of Business Administration – K Aswathapa; Himalaya Publishing House. 4. Business Ethics – CVS Murthy; Himalaya Publishing House. 5. Business Ethics – An Indian Perspective; A.S Fernando, Chennai. 6. ICAI Module.			



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Semester – I

Secretarial Practice (BCABR1.2.1)			
Teaching Hours: 30	Total Credit: 02	Total Marks: 35+15 = 50	Group: Generic/ Open Electives
Objectives: 1. To understand the concept of secretarial practice. 2. To understand the role of a Company secretary. 3. To gain insight on basic secretarial laws laid down by ICSI.			
Learning Outcomes: After learning this subject - 1. Understand key concepts and ethical practices in Secretarial Practice. 2. Gain knowledge of compliance, corporate governance, and digital filing. 3. Prepare for emerging roles in startups, MSMEs, and forensic audits.			
Unit	Content		
I	Unit I: Fundamentals of Secretarial Practice & Corporate Secretaryship 1. Introduction to Secretarial Practice - Meaning, Definition & Scope - Evolution & Development of Company Secretaryship - Importance & Relevance in Corporate Governance - Qualities & Professional Ethics of a Company Secretary 2. Appointment, Roles & Responsibilities of Company Secretary as Key Managerial Personnel (KMP) - Appointment, Powers, Duties & Liabilities of Company Secretary - Removal & Resignation of Company Secretary 3. Secretarial Standards – Meaning and Application. Overview of Secretarial Standard (SS3)		
II	Unit II: Compliance, Corporate Governance & Emerging Trends in Secretarial Practice 1. Company Secretary & Legal Compliance - Corporate Social Responsibility (CSR) & Secretarial Audit 2. Winding Up of a Company & Role of Company Secretary - Role & Duties of Company Secretary in Liquidation Process 3. Recent Trends & Emerging Challenges in Secretarial Practice - Digitalization in Corporate Filing (MCA21, SPICE Forms) - Corporate Frauds & Role of Forensic Secretarial Audit (Relevant Case studies) - Startups, MSMEs & the Changing Role of Company Secretary		
Books Recommended: 1. Company Law & Practice – Ratan Nolakha 2. Corporate & Allied Laws – P.P.S. Gogna – S. Chand 3. Company Law – Dr. G. K. Kapoor, Dr. Sanjay Dhamija – Taxmann Publication 4. ICSI MODULES - <i>The Institute of Company Secretaries of India (ICSI)</i> (www.icsi.edu) 5. <i>Ministry of Corporate Affairs (MCA)</i> (www.mca.gov.in) 6. Related sources including SEBI (www.sebi.gov.in) and FICCI (ficci.in)			



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Semester – I

Entrepreneurship Development (BCABS 1.2.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Electives
Objectives: 1. To understand the importance and significance of Entrepreneurship development. 2. To understand the process and opportunities available for new entrant. 3. To encourage the students to go for business.			
Learning Outcomes: After learning this subject, students would be able to understand: 1. The importance of entrepreneurship. 2. Basic knowledge to establish business.			
Unit	Content		
I	Entrepreneurship: Meaning – Importance – Nature, Types, and Challenges. Role and Functions of Entrepreneur; Entrepreneurial Leadership – Meaning and Characteristics, Entrepreneurial Leadership, Significance and Impediment of Creativity in Entrepreneurship Process, Techniques of Idea Generation and Screening, Steps of Idea Generation.		
II	New Venture Planning and Financing: Franchising – Process and Opportunities, Business Plan – Need, Perspective, Elements, Business Plan Failures, Managing Growing and Ending the New Venture – Preparing for the New Venture Launch, Criteria for Evaluating New Venture Proposals; Early Management Decisions; New Venture Expansion Strategies and Issues.		
Books Recommended:			
1. Entrepreneurship – Creating and Leading an Entrepreneurial Organization, Kumar, Arya, Pearson, India 2. Entrepreneurship – Starting, Developing and Managing a New Enterprise, Hishrich, Peters, Irwin 3. Launching New Ventures – An Entrepreneurial Approach Cengage Learning, Allen, K.R., 4. Entrepreneurship Development – Ramachandran K., Tata McGraw Hill, New Delhi, India. 5. Entrepreneurship – Roy, Rajeev, Oxford University Press. 6. Entrepreneurship – Hisrich, Robert D., Michael Peters and Dean Shepherd, Tata McGraw Hill, New Delhi			



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Semester – I

Intellectual Property Rights (BCABS 1.3.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Elective
Objectives: 1. To introduce fundamental aspects of intellectual property rights to students who are going to play major role in developing and management of innovative project in industries. 2. To impart knowledge to students about the procedure of registration and protection of copyrights.			
Learning Outcomes: After learning this course, students will be able to – 1. Remember the concept of Intellectual Property Rights. 2. Understand the Concept and use of Copyright.			
Unit	Content		
I	Overview of Intellectual Property: Introduction of IPR, Scope of IPR, need for intellectual property right (IPR), Intellectual property related problems in India, Introduction to the leading International instruments concerning Intellectual Property Rights: The Berne Convention, The World Intellectual Property Organization (WIPO); International Trade Agreements concerning IPR — WTO — TRIPS.		
II	Copyrights: Definition of copyright, concept of Copyright, Procedure for registration of copyrights, Term of copyright, Works that can be copyrighted, Copy right in literary, dramatic and musical works, computer programmes and cinematograph films Rights of performers and broadcasters, etc., Use of copyrights law, Infringement of copyrights, Remedies for infringement of copyright.		
Books Recommended: 1. Indian Patents Law – Legal & Business Implications , Ajit Parulekar and Sarita D’ Souza, McMillan India Ltd., 2006 2. Law Relating to Patents, Trademarks, Copyright, Designs & Geographical Indications , B. L. Wadehra; Universal law Publishing Pvt. Ltd., India 2000 3. Business Legislation for Management , MC Kuchhal; Vikas Publishing House. 4. Legal Aspects of Business , K Ramachandra; Himalaya Publishers.			



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Semester – I

Business Environment (BCABS 1.3.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Electives
Objectives: 1. To enable students to understand the impact of environment on the business. 2. To understand the impact of LPG policy on business environment.			
Learning outcome: After learning this subject, students would be able to: 1. Understand the business environment, the purpose of regulation & regulatory role of the Government. 2. Understand the concept of liberalization, privatization, globalization and the role of WTO and develop the skills for analysis of business environment using PESTLE, SWOT etc.			
Unit	Content		
I	Business Environment: Meaning of business, Concept of Business environment, characteristics of Business environment, components/factors of the Business Environment (internal environment & external environment). Types of External Environment: Economic Environment: Meaning and Elements Socio-Cultural Environment: Meaning and Elements Demographic Environment: Meaning and Elements Political Environment: Meaning and Elements Technological Environment: Meaning and Elements		
II	Liberalization, Privatization and Globalization: Liberalization: Meaning, objectives, benefits and limitations Privatization: Meaning of Privatization, Objectives, benefits and problems with Privatization, obstacles to privatization in India. Globalization: Meaning of Globalization, reasons for globalization, features and benefits of Globalization, Role of WTO. Analysis of Business Environment: PESTEL, STEEP, PORTER’S five forces model, SWOT analysis		
Books Recommended: 1. Business environment – Veena K Pailwar; PHI 2. Business Environment – Francis Cherunilam, Himalaya Publishing House, New Delhi. 3. Essentials of Business Environment – Aswathappa, Himalaya Publishing House, New Delhi. 4. Indian Economy – Mishra and Puri, Himalaya Publishing House, New Delhi. 5. Business Environment – Raj Aggarwal Excel Books, Delhi. 6. Business Environment – Dr. V C Sinha, SBPD Publications.			



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Semester – I

Computer Application in Business (BCABS 1.4)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Vocational Skill Courses
Objectives: 1. To enable students to understand the use of MS Word and MS Power Point. 2. To enable students to understand the use of MS Excel in data processing.			
Learning outcome: After learning this subject, students would be able understand: 1. The use of MS Word and MS Power Point in word processing and making presentations. 2. The use of MS Excel in data processing in general business applications.			
Unit	Content		
I	Microsoft Word: MS-Office Installation and Introduction to MS-Word, Parts of the MS-Word Window, working with various Menus, Inserting Tables, Mail-Merge, Macros, Templates, and Inserting Images and Pictures to the MS-Word. Microsoft Power Point: Introduction to MS-PowerPoint, Insertion, Deletion, Copying Slides, Slide Numbering, Header and Footer, Different Layouts, Master Slide, Inserting Tables, Sounds, Charts, Different Objects, Animation, Slide Transition.		
II	Microsoft Excel: Introduction to MS-Excel, Elements of MS-Excel Workbook, Navigation, Entering and Editing, Formatting Cells, Formulas and Functions, V-Lookup, H-Lookup, Data Sorting, Conditional Formatting, Filters, Goal Seek, Tables, Views, Charts, Linking, Data Consolidation, Pivot Table.		
Books Recommended: 1. Computer Fundamentals – P. K. Sinha, BPB Publication, New Delhi 2. A First Course in Computers – Sanjay Saxena, Vikash Publishing House Pvt. Ltd. New Delhi 3. I.T. Today, Encyclopedia – S. Jaiswal, Galgotia Publications, New Delhi 4. Learn Microsoft Office 2019 – Linda Foulkes, Packt Publishing Limited; Illustrated edition (29 May 2020)			



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Semester – I



Basics of Communication Skills (BCABS 1.5.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Skill Enhancement Courses
Objectives: 1. To understand the basic concepts of communication 2. To understand the different types of communication and its media/channels 3. To comprehend and analyse an unseen passage and answer questions based on it 4. To instil creative writing skills of Dialogue writing 5. To apply the concepts of grammar and vocabulary to solve exercise based on it			
Learning outcome: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: 1. CO1 and CO2 – Unit I- will achieve the attaining of CO1 and CO2 Remember and Understand by asking theory-based questions. 2. CO3 and CO4 – Unit II – Unseen Passage-will achieve the attaining of CO3 – Apply and CO4 – Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions. 3. CO5 and CO6 – Unit II- Dialogue writing and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create .			
Unit	Content		
I (20M)	1. Definition, Importance and features of communication 2. Process/ Cycle of communication-----sender, receiver, channel, feedback. 3. Verbal communication-Oral & Written communication---- Advantages & Disadvantages 4. Non-Verbal communication- Body Language (Gestures, postures, facial expressions and eye contact), Sign language, Para language, Space language and Touch Language 5. Print and Electronic media- Features, Advantages and disadvantages 6. Channels of communication- Vertical, horizontal, advantages and disadvantages		
II (15M)	1. Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary (write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage) 2. Dialogue writing with 5 conversations/dialogues. 3. Vocabulary exercises based on match the synonyms/Antonyms		
Books Recommended: 1. Business Communication – Urmila Rai, S.M. Rai - (Himalaya Publishing House) 2. Business Communication – V. K. Jain & Omprakash Biyani (S. Chand) 3. Business Correspondence and Report Writing – R. C. Sharma & Krishna Mohan (Tata McGraw-Hill) 4. Developing Communication Skills – Krishna Mohan & Meera Banerji (Macmillan) 5. High School English Grammer – N. D. Prasada Rao			



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Semester – I

Management Skills (BCABS 1.5.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Skill Enhancement Courses
Objectives: 1. To understand Management Skills 2. To understand its importance 3. To develop efficient Management system			
Learning outcome: After learning this subject, students would be able to understand: 1. The Importance and scope of Management and role of Managers 2. The importance of planning and organizing 3. Leadership for proper management			
Unit	Content		
I	i) Meaning, Objectives, Scope, Importance of Management ii) Functions of Management, Role of Managers, Quality of Managers. iii) Planning: Meaning, Importance, Objectives, Types and Limitations of Planning, Essentials of good plans. iv) Organizing: Meaning, Principles, Importance and Types of Organization. v) Co-Ordination: Meaning, Concept, Importance, Need of Coordination.		
II	i) Types of Management Skills --- Technical, personal, Human or Interpersonal etc. ii) Technical Skills-Use of gadgets for proper management iii) Personal Skills-Integrity, dedication, empathy iv) Interpersonal Skills-communication Skills-Oral, written, non-verbal, listening v) Leadership Skills-Personality skills, self-confidence, negotiation, persuasion skills		
Books Recommended: 1. Essential of Business Administration – K. Aswathapa, Himalaya Publishing House. 2. Management – Concept and Strategies, J. S. Chandan, Vikas Publishing. 3. Principles of Management – Tripathi, Reddy, Tata McGraw Hill. 4. Principles of Management – Ramasamy T, Himalaya Publishing House. 5. Principles of Business Management – Sherlekar, Himalaya Publishing House.			



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Semester – I



Hindi (BCABS 1.6.1)

Teaching Hours: 30

Total Credit: 02

Total Marks:
35+15 = 50

Group: Ability
Enhancement Courses

उद्देश : कोई भी भाषा मनुष्य को परिष्कृत , परिमार्जित और संस्कारित बनाकर उसके व्यक्तित्व के गुणों को सुवासित कर समाज में फौलाती है। आधुनिकता के इस युग में समय की मांग को देखकर युग के साथ कदम से कदम मिलाकर चलने के लिए हिंदी ने अपने पुरातन रूप को परिवर्तित कर व्यावहारिक हिंदी को अपनाया।

परिणाम एक विश्लेषण :

1. साहित्य अध्ययन द्वारा विद्यार्थियों में साहित्य रुचि जागृत हुई।
2. इस व्यावहारिक हिंदी के माध्यम से हिंदी भाषी व्यक्ति रोजगार के क्षेत्र में संव्य को सिद्ध कर सकता है।
वैश्वीकरण के इस युग में व्यक्ति हिंदी के अध्ययनद्वारा चरित्र निर्माण के साथ साथ जीविकोपार्जन भी कर सकता है।

Unit (इकाई)

Content (मूलतत्त्व / घटक)

I

साहित्यिक हिंदी

गद्य भाग:

1. गणेश - नामवर सिंह
2. अभाव - विष्णु प्रभाकर
3. उखड़े खंभे - हरिशंकर परसाई

पद्य भाग:

1. सब उन्नति को मूल - भारतेन्दु हरिश्चंद्र
2. कलम और तलवार - रामधारी सिंह दिनकर
3. प्रथम रश्मि - सुमित्रानंदन पंत

II

व्यावहारिक हिंदी

- i) साक्षात्कार : स्वरूप , परिभाषा , विशेषताएं , प्रकार , पूर्व तैयारी , समस्याएं , व्यावहारिक रूप
- ii) हिंदी पत्रकारिता : परिचय और विकास , पत्रकारिता लेखन , समाचार लेखन, फीचर लेखन

Recommended Books:

1. "पलाश" - राष्ट्रसंत तुकडोजी महाराज नागपुर विद्यापीठ, B.Com (हिंदी) प्रथम वर्ष के लिए निर्धारित पाठ्यपुस्तक।
2. "प्रयोजनमूलक हिंदी और जनसंचार" - डॉ. राजेंद्र मिश्र
प्रकाशक: तक्षशिला प्रकाशन, दिल्ली



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Semester – I



Marathi (BCABS 1.6.2)			
Teaching Hours: 30	Total Credit: 02	Total Marks: 35+15 = 50	Group: Ability Enhancement Courses
उद्दिष्टे- भाषा मानवाला परिष्कृत, परिमार्जीत आणि संस्कारीत बनवून त्यांच्या व्यक्तित्व गुणांचा सुवास समाजा मध्ये पसरविण्याचे कार्य करीत असते. विद्यार्थ्यांना उद्यमशील प्रेरणे बरोबरच मानवी जीवनातील उच्च मूल्यांची ओळख करून देणे .वैश्वीकरणाच्या युगात चारित्र्य निर्मिती बरोबरच व्यक्तीला रोजगाराच्या क्षेत्रात स्वयंपूर्ण सिद्ध करण्यासाठी व्यावहारिक मराठीला उपजीविकेचे साधन म्हणून स्वीकारणे. मराठी भाषेचा अभ्यास करणाऱ्या व त्यासोबतच स्पर्धा परीक्षेची तयारी करणाऱ्या विद्यार्थ्यांमध्ये निबंध लेखनाचे कौशल्य विकसित करणे..			
साध्य- (अध्ययन निष्पत्ती) घटक 1 -(गद्य विभाग) आणि घटक २ (पद्य विभाग) लेखक, कवी आणि कवियत्री यांच्या साहित्याचे विद्यार्थ्यांनी आवडीने अध्ययन करून त्याची समाज उपयोगी मते जाणून घेतली. घटक 2- वैश्वीकरणाच्या युगात चारित्र्य निर्मिती बरोबरच व्यक्तीला रोजगाराच्या क्षेत्रात स्वयंपूर्ण सिद्ध करण्यासाठी व्यावहारिक मराठीला उपजीविकेचे साधन म्हणून स्वीकारणे.			
घटक	विषय घटक		
I साहित्यिक मराठी	गद्य विभाग ➤ आमची एक दुष्ट खोड आळस- गोपाळ गणेश आगरकर ➤ शील बनविणारे शिक्षण - स्वामी विवेकानंद ➤ डॉ. पंजाबराव देशमुख- वि. भि. कोलते पद्य विभाग ➤ ज्ञानेश्वरांचे अभंग -संत ज्ञानेश्वर ➤ नवा शिपाई -केशवसुत ➤ पुतळे- वसंत आबाजी डहाके		
II	➤ मुलाखत लेखन- स्वरूप पूर्वतयारी, प्रकार, प्रात्यक्षिके ➤ जाहिरात लेखन -व्याख्या ,कार्य प्रकार, प्रतिमा निर्मिती, जाहिरातीची माध्यमे, जाहिरात लेखन आणि जाहिरातीचा शेवट		
Recommended Books: 1. राष्ट्रसंत तुकडोजी महाराज नागपुर विद्यापीठ की बी. कॉम -१ मराठीचे पाठ्यपुस्तक 2. सुगम मराठी व्याकरण व लेखन, मो. रा. वाळम्बे 3. जाहिरातीचे जग- यशोदा भागवत, मौज प्रकाशन गृह, मुंबई			



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Semester – I

Ancient Indian Education System (BCABS 1.7)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Indian Knowledge System
Objectives: 1. To acquaint the students about our ancient Indian education system. 2. To understand the rich knowledge systems in the past. 3. To understand the development of education in India.			
Learning outcome: After learning this subject, students would be able to understand: 1. The rich knowledge systems in ancient India. 2. Changes in the education system over the years. 3. To understand our great culture and knowledge inheritance.			
Unit	Content		
I	Introduction to ancient education systems – i) Vedic period, origin of Vedic education. ii) Features of education in the Vedic period. iii) Objectives and Importance of Vedic education. iv) The concept of Gurukuls, teaching-Learning systems at Gurukuls, duties of students in the Gurukuls v) Sources of Vedic Education- the Vedas, Upanishads-their brief introduction. vi) Reasons for the decline of Vedic period.		
II	Buddhist Education i) Buddhist Period, origin of Buddhist education. ii) Features of education in the Buddhist period. iii) Objectives and Importance of Buddhist education. iv) Famous Universities in the Buddhist period- Takshshila, Kashi Nalanda, Valabhi, Vikramshila v) Main teachings of Buddhism. vi) Similarities and differences between Vedic education and Buddhist education.		
Books Recommended: 1. Education in Modern India – Damal B.D. and Dash B.N, Kalyani Publisher, New Delhi (2005). 2. History of Education in India – Ghosh, S.C, Rawat Publications, (2007). 3. A Hindu View of Life – S. Radhakrishnan, Macmillan Publications, New Delhi (1927). 4. A History of Education in India – Nurullah and Naik, Macmillan, Bombay. P.L. Rawat, (1995)			



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Semester – I

Environment and Sustainable Development (BCABS 1.8)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Value Education Courses
Objectives: 1. Understanding the concept of sustainable development: Students should be able to define and explain the concept of sustainable development, including its key principles and components. 2. Identifying sustainability challenges: Students should be able to identify and analyze sustainability challenges facing the planet, such as climate change, biodiversity loss, resource depletion, and pollution and suggest a possible solution for the same.			
Learning outcome: After learning this subject, students would be able understand: 1. The learner would understand the importance of sustainable development. 2. The learner would be able to comprehend sustainable challenges.			
Unit	Content		
I	UNIT I: Multidisciplinary Nature of Environmental Studies – Concept of Environment, Scope of Environmental Studies, Need for public Awareness, Environmental Degradation, Shelter Security, Economic Security, Social Security, Effects of Housing on Environment, Effects of Industry on Environment. Environmental issues and crisis – Carbon Credits, Resource degradation, greenhouse gases, desertification, natural calamities and social insecurity, Industrialization, Globalization and Environment, Global Warming.		
II	UNIT II: Sustainable Development – History and emergence of the concept of Sustainable Development, Definition of Sustainable Development, Sustainable development practices in modern era. Sustainable Development Goals (SDGs): Introduction to Sustainable Development Goals (SDGs) established by United Nations, Need and Purpose for establishment of SDGs, SDG 6: Clean Water and Sanitation, SDG 7: Affordable and Clean Energy, SDG 11: Sustainable Cities and Communities, SDG 13: Climate Action, SDG 17: Partnerships for the goals		
Books Recommended: 1. The Sustainability Revolution: Portrait of a Paradigm Shift by Edwards, Andres R., New Society Publishers, 2005. 2. Sustainable development in India: Stocktaking in the run up to Rio+20: Report prepared by TERI for MoEF, 2011. 3. Report of the Department for Policy Coordination and Sustainable Development (DPCSD), United Nations Division for Sustainable Development. 4. Corporate Social Responsibility Part I, Part II, Part III – David Crowther and Guler Aras			



Shiksha Mandal's

G. S. College of Commerce, Wardha (Autonomous)

B.Com. (Major in Accountancy & Business Studies)



Semester – I

Physical Education – I (BCABS 1.9)			
Teaching Hours: 60	Total Credits: 2	Total Marks: (20+15+10+5) = 50	Group: Co-Curricular Courses
Objectives: 1. Understand the concept and significance of health and wellness 2. Understand the role of physical activities in developing health and wellness. 3. Understand the fundamental skills & rules of major Games & Sports. 4. Perform & Guide various Physical & Fitness activities to develop health & wellness.			
Learning outcome: After learning this subject, student will be able to: 1. Students acquire the knowledge of physical fitness, sports, nutrition, yoga and understand the significance of its development for healthy life. 2. Students will learn theoretical and practical aspects of games, and aware about its rule and regulation. 3. Students will learn to apply knowledge of Physical fitness, Nutrition and exercise management to lead better quality life. 4. Students will understand and learn different dimensions of health & wellness for active lifestyle.			
Unit	Content		
I	A] Theory (Health & Wellness) a. Meaning, Definition and importance of Health & Wellness b. Factors Influencing Health & Wellness c. Warm Up Exercise-General & Specific, Stretching Exercises-Static & Dynamic and types and Cooling Down Exercises d. Injuries and First Aid e. Assessment of Height to weight ratio		
II	B] Practical & Theory Major Games- 1) Volleyball/Badminton/ Kabaddi • Measurements & Rules in Volleyball/ Badminton/Kabaddi • Fundamental skills in Volleyball/Badminton/Kabaddi		
Books Recommended: 1. Muller, J. P. (2000). Health, Exercise and Fitness. Delhi: Sports. 2. Uppal, A.K. (1992). Physical Fitness. New Delhi: Friends Publication. 3. Veena Goel, Gaurav Goel (2001) Encyclopaedia of sports and Games, Vikas Publishing house pvt. Ltd. 4. Prevention And Treatment of Sports Injuries, 2000, Anju Ambast, Khel Sahitya Kendra, Shiv Market, Ashok Vihar, Delhi 5. Sharma, O.P. (2015). First Aid for Sports Injuries. Sports Publication.			