

CURRICULUM AND SYLLABUS
(2025-29)

B.Com. (Hons) I Sem



Commerce

B.Com. (Hons)

CURRICULUM AND SYLLABUS



Vision of the University

To build an institutional ecosystem that equips and inspires the next generation of society-ready professionals with a core belief that knowledge is power.

Mission of the University:

- Emerge as the most sought-after higher education institution in central India with state-of-the-art resources and experienced faculty members.
- Nurture an academic environment at par with global standards of pedagogy that is conducive to experiential learning, and research to create a positive impact in the journey of nation-building.
- Cultivate a vibrant ecosystem for professional and intellectual growth beyond the classrooms to empower individuals to become responsible global citizens, lifelong learners, and ethical leaders.
- Engage and collaborate with academic institutions, business organizations, and communities to address contemporary challenges through research and growth initiatives.

Vision of the Department:

The Department is committed to inculcate the fundamentals of commerce with practical exposure to the students, so that they can match themselves with international standard and serve to the mankind with high morale.

Mission of the Department:

1. Create a learning environment for students so that they can learn the various concepts of commerce and allied courses in a pervasive manner.
2. Maintain and enhance the national and international industrial and academic relations for students' practical exposure.
3. Develop the leadership qualities, ethical values and social values through various social and academic programs.
4. Team up with the experienced faculty members for creating a rich, learning and conducive environment.
5. Provide rational guidelines to the students through mentoring.



Department of Commerce

Program Education Objectives (PEOs)

- PEO₀₁** To implement the concepts and principles of commerce in business, government and non- profit organizations at national and global level.
- PEO₀₂** To provide solid foundation to pursue professional careers such as CA, ICWA, CFA, ACS, and in research.
- PEO₀₃** To demonstrate entrepreneurial acumen in graduates with flair of self-employment for their employer organizations.
- PEO₀₄** To nurture the students with the intellectual, personal and societal skills for a holistic approach in business and life.
- PEO₀₅** To inculcate initiative in students for better industry acceptance with necessary skills.



Department of Commerce

Program Outcomes (POs)

- PO₀₁** Identify and define the business problems and opportunities in changing global business environment.
- PO₀₂** Focus on social responsibility issues of different stake holders of society.
- PO₀₃** Develop commerce concepts and principles to address business development issues with competency.
- PO₀₄** Apply ethical principles, commit to professional ethics, responsibilities and business norms.
- PO₀₅** Demonstrate problem solving skills by gathering and analysing appropriate information.
- PO₀₆** Lead at global level successfully in a continuously changing business environment.
- PO₀₇** Effectively communicate business plans and decisions in oral and written form.
- PO₀₈** Use IT, analytical and research skills in planning, execution and monitoring the business.
- PO₀₉** Develop holistic approach by the contextual knowledge to assess social and cultural issues in concern with business practices.
- PO₁₀** Use various concepts and theories of commerce to sustainable development of business and society.
- PO₁₁** Develop self-confidence and provide a way of thinking about the general issues prevailing in the society.
- PO₁₂** Engage in independent and life-long learning in the broadest context of business and society.



Department of Commerce

Program Specific Outcomes (PSOs)

- PSO₀₁** Demonstrate and apply in-depth knowledge of core commerce disciplines like accounting, finance, taxation, economics, and business management for informed decisions in solving business problems.
- PSO₀₂** Analyze financial statements and interpret economic data to assess the financial health of organizations and communicate effectively, both written and orally, to present business ideas and recommendations to diverse audiences.
- PSO₀₃** Develop critical thinking and problem-solving skills to navigate complex business scenarios and utilize research methodologies to gather and analyze data relevant to business problems.
- PSO₀₄** Demonstrate ethical conduct and social responsibility in business practices and adapt to the ever-evolving business environment by continuously learning and updating their knowledge.
- PSO₀₅** Pursue higher studies in commerce or related disciplines, or embark on successful careers in various sectors like banking, finance, accounting, economics, marketing, human resource and more.



Medicaps University
Department of Commerce
B.Com. (Hons) Program
Choice Based Credit Scheme
Batch 2025-2029
FIRST YEAR
Semester-ODD (I)

Sr.No.	Code	Course Title	Hours Per Week			Credits	Hrs.
			L	T	P		
1	CM3001T	Principles of Management and Organizational Behaviour	4	0	0	4	4
2	CM3007T	Financial Accounting-I	4	1	0	5	5
3	CM3003T	Micro Economics	4	0	0	4	4
4	LN3001T	Communication Skills (T)	2	0	0	2	2
	LN3001P	Communication Skills (P)	0	0	2	1	1
5	BC3012T	Computer Applications in Business (T)	2	0	0	2	2
	BC3012P	Computer Applications in Business (P)	0	0	2	1	1
6	CE3002T	Environmental Studies (Online NG)	2	0	0	2	2
7	UC3001T	Mentorship -I (T)	1	0	0	0.25	1
8	LN3004T	Indian Language (T) (Online NG)	1	0	0	1	1
9	NS3001P/ CL300*P	Yoga/ NSS /NCC/Clubs/Disruptive Innovations (Self NG)	0	0	2	1	2
		TOTAL Credit	20	1	6	23.25	25

New Syllabus

Course Code	Course Name	Hours per Week			Total	
		L	T	P	Hrs.	Credits
LN3001T	Communication Skills	2	0	2	4	3

Course Learning Outcomes (CLO)

CLO ₀₁	Understand the foundational principles and models of effective communication.
CLO ₀₂	Develop verbal, non-verbal, and written communication skills for professional and personal settings.
CLO ₀₃	Apply effective listening and feedback techniques in diverse communication scenarios.
CLO ₀₄	Demonstrate public speaking, presentation, and interpersonal communication skills.
CLO ₀₅	Evaluate communication barriers and implement strategies to overcome them.

Unit-I

Grammar and Vocabulary Development: Applied Grammar and usage: Parts of Speech, Tenses, Subject-Verb Agreement, Active and Passive Voice, Clauses, Modals, Reported Speech, common errors. Vocabulary: Synonyms, Antonyms, Homophones, One Word Substitution, Affixation: Prefixes & Suffixes, Correctly Spelt Words, Idioms, Proverbs, and Derivation from root words.

Unit-II

Developing Effective Communication Skills: Corporate Communication, Process, Characteristics and principles, Verbal and non-verbal communication, Barriers to effective communication, Importance of effective communication, Importance of Feedback in communication. Seven Cs of Communication.

Unit-III

Speaking Skills and Oral Presentation: Preparing for and conducting presentations, Introducing yourself, Use of formal expressions, Delivery using Audio – Visual Aids with stress on body language and voice modulations, audience research, objective of presentation, Assimilation of data and post presentation strategy.

Unit-IV

Developing Reading and Listening Skills: Reading Comprehension, Process, note-making, note - taking, SQ3R reading technique. Listening Skills: Meaning, process hearing and listening, types, barriers.

Unit-V

Developing Writing Skills: Précis, Paragraph writing, digital communication etiquettes. Business Letters: Parts & Layouts of Business Letters, writing job application and Resume, Calling/ Sending Quotations/ Orders/ Complaints and E-mails.

Text Books:

1. P.C. Wren and Martin, High School English Grammar & Composition, , S Chand and Co Pvt Ltd.
2. S. Kumar and P. Lata , English for Effective Communication, Oxford UP, New Delhi.
3. J.S. Korlahalli and R. Pal, Essentials of Business Communication All Courses, Sultan Chand & Sons.

References Books

1. A.C. Gimson, An introduction to the Pronunciation of English, ELBS.
2. S. Greenbaum, The Oxford English Grammar, Oxford University Press.
3. K.Mohan and M. Raman, Effective English Communication, Tata Mc-Graw Hill.
4. A.J. Thompson and A. V. Martinet, A Practical English Grammar, Oxford UP, New Delhi.
5. U. S. Rai and S.M, Rai, Effective Communication, Himalaya Publishing House.

List of Practical (Wherever Applicable)

1. Exercises on Grammar and vocabulary
2. Exercises based on reading and comprehension which also include taking notes during presentation.
3. Exercises based on listening which also include taking notes.
4. Writing technical description précis, business letters.
5. Presentations on various issues.
6. Presentations with Non-verbal communication.
7. Delivering speeches and exercising voice modulation transcription.
8. Performing extempore.
9. Role plays.
10. Group discussions.

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO ₀₁	Students will be able to explain key concepts and types of communication, including interpersonal, group, and mass communication.
CO ₀₂	Students will demonstrate clear and coherent verbal and written communication in various contexts.
CO ₀₃	Students will apply active listening and constructive feedback skills in group discussions and individual interactions.
CO ₀₄	Students will prepare and deliver structured presentations using appropriate verbal and visual aids.
CO ₀₅	Students will identify common communication barriers and employ strategies to enhance clarity and understanding.

Syllabus

Course Code	Course Name	Hours per Week			Total	
		L	T	P	Hrs.	Credits
BC3012T	Computer Application in Business	2	0	2	4	3

Course Learning Outcomes (CLO)

CLO ₀₁	Recall fundamental computer concepts and basic business software applications.
CLO ₀₂	Explain the role of computer applications in improving business processes and decision-making.
CLO ₀₃	Use common business software packages (like MS Excel, MS Word, MS PowerPoint) to solve basic business problems.
CLO ₀₄	Analyze business data and information using computer applications to support business functions.
CLO ₀₅	Evaluate the effectiveness of different computer applications for various business scenarios and recommend appropriate tools.

Course Contents:

UNIT- I Basic Concepts:

Characteristics of a Computer, Advantages of Computers, Limitation of Computers; Types of Computers; Applications of computers, Hardware, Firmware, Livewire; Software; System Software: Operating system, Translators, interpreter, compiler; function of operating system; Basic commands of operating system, Application software.

UNIT- II Internet:

Meaning of Internet; Growth of internet, Owner of Internet, Anatomy of Internet, Net Etiquette ; World Wide Web; Internet Protocols, Usage of Internet to society, Search Engines.

UNIT- III Word Processing:

Introduction to word Processing; Word processing concepts, Opening an existing document/creating a new document; saving, Selecting text, Editing text, Finding and replacing text, Formatting text, Bullets and numbering, Tabs, Paragraph Formatting, Page Setup.

UNIT- IV Spreadsheet and its Business Applications:

Spreadsheet concepts; Creating a work book, saving and editing a work book, inserting, deleting work sheets, entering data in a cell, formula Copying, Inserting Charts- LINE, PIE, BAR, Mathematical-ROUND ALL, SUM, SUMIF, COUNT, COUNTIF; Logical - IF, AND, OR,Statistical – AVERAGE, MAX, MIN, STDEV, FREQUENCY, Financial - PMT, PPMT, IPMT.

UNIT- V Presentation Software & Practical applications:



Creating a presentation; Editing, Sorting, Layout, Rehearse timing. Loan& Lease statement, Frequency distribution. Regression, Cumulative and calculation of Means, Mode and Median.

Text Books

1. Sinha Pradeep K. and Sinha,Preeti Foundation of Computing, , BPB, Publication.
2. Bharihoka Deepak, Fundaments of Information Technology, Excel Book, New Delhi

Reference Books

1. RajaramanV., Introduction to Information Technology, PHI. New Delhi
- 2.HuntR., ShelleyJ., Computers and Commonsense, Prentice Hall of India New Delhi

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO ₀₁	Understand the basics of Computer Applications
CO ₀₂	Summarize the use of internet.
CO ₀₃	Make use of Word processing software like MS office word/Libreoffice writter and its Business Applications.
CO ₀₄	Make use of MS office Excel/Libreoffice and its Business Applications.
CO ₀₅	Make use of MS office power point/libreoffice impress and its Business Applications.

Syllabus

Course Code	Course Name	Hours per Week			Total	
		L	T	P	Hrs.	Credits
CM3003T	Micro Economics	4	0	0	4	4

Course Learning Outcomes (CLO)

CLO₀₁	Learn the fundamental nature of microeconomics, study methods of microeconomics and understand the rationale for existence of firms.
CLO₀₂	Understand consumer behavior, cardinal, ordinal approach, diminishing marginal utility, indifference curve analysis, law of demand, law of supply, movement along the demand curve, shift in demand curve, price, income and cross elasticity of demand and supply
CLO₀₃	Understand some of the various cost concepts, law of variable proportions, Isoquant, law of returns to scale, economies of scale.
CLO₀₄	Remember the characteristics of perfect competition, monopolistic competition, monopoly and oligopoly, concept of cartel. To understand the price and output determination in perfect competition, monopolistic competition, monopoly and oligopoly.
CLO₀₅	Understand demand for factors and supply of factors, meaning of interest, the classical theory of interest, the neo-classical theory of interest, Keynes' liquidity preference theory of interest, modern theory of interest, meaning of profit, dynamic theory, innovation theory, risk theory, uncertainty-bearing theory and shackle's theory of profit;

Course Contents:

Unit-1

Introduction to Economics: Meaning, Definition and Fundamental nature of Micro Economics, scope of Micro Economics, Methods of the study of Economics, Utility of Economics in business, Objectives of a firm: Profit Maximization, Baumol's sales revenue maximization and Marris hypothesis of Maximization of Growth rate.

Unit-2

Consumer Behaviour and Demand Analysis: Cardinal Utility Approach: Diminishing Marginal Utility, Ordinal Utility Approach: Indifference Curves meaning, definition properties and Marginal Rate of Substitution, Concept of Demand and its determinants, Law of Demand, Movement along the demand curve and Shift in Demand Curve, applications of demand curve, Concept and Measurement of Elasticity of Demand. Types of Elasticity of Demand: Price, income and Cross Law of Supply, Price Elasticity of Supply.

Unit-3

Cost Curves Analysis and Production Function: The Concept of Cost and types of Costs, Costs in Long Run and Short Run. The Concept of Revenue: Total Revenue, Average Revenue, Marginal Revenue and Relationship between Marginal Revenue and Average Revenue, Production Function: Law of Variable Proportions, Iso-Quants, Law of Returns to Scale, Marginal rate of technical

substitution, economies and diseconomies of scale.

Unit-4

Market Structure and Pricing: Price and output determination under perfect competition, monopolistic competition and monopoly, Non-pricing competition and Advertising, Price Discrimination under monopoly. Oligopoly market: Kinked demand curve, Concept of Cartel formation.

Unit-5

Factor Pricing: Demand for factors and supply of factors. Interest: Meaning of interest, the classical theory of interest, the neo-classical theory of interest, Keynes' liquidity preference theory of interest, modern theory of interest. Profit: Meaning of profit, dynamic theory, innovation theory, risk theory, uncertainty-bearing theory and shackle's theory of profit.

Text Books

1. Dwivedi D.N. – Managerial Economics, Vikas Publishing, New Delhi
2. Gupta G.S. Managerial Economics, Tata McGraw Hills, New Delhi
3. Mishra & Puri – Micro Economics, Himalaya Publishing House, New Delhi

Reference Books:

1. Koutsoyiannis A. – Modern Micro Economics, Macmillan Press, New Delhi, 11nd Edition
2. Atmanand – Managerial Economics, Excel books, New Delhi
3. Dean Joel, “Managerial Economics”, Prentice Hall Publication, Latest edition

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO	CO
CO ₀₁	Define economics various concepts, theories and laws of microeconomics.
CO ₀₂	Understand and explain various concepts, theories and laws of microeconomics.
CO ₀₃	Identify and establish association between economic variables.
CO ₀₄	Examine the various strategies of the market.
CO ₀₅	Create and evaluate suitable market strategies.

Syllabus

Course Code	Course Name	L	T	P	Credit
CM3001T	Principles of Management and Organisational Behaviour	4	0	0	4

Course Learning Outcomes (CLO)

CLO ₀₁	Recall key concepts, theories, and functions of management and organizational behavior.
CLO ₀₂	Explain the principles and processes involved in effective management and organizational behavior.
CLO ₀₃	Apply management theories and organizational behavior principles to real-world business situations.
CLO ₀₄	Analyze organizational structures, culture, and behavior to identify challenges and opportunities.
CLO ₀₅	Evaluate management practices and organizational strategies for enhancing organizational effectiveness.

Unit-I Management concepts & Evolution: Definition, nature, scope and functions of Management, Importance of management, role of manager, management and administration, functional areas of management, POSDCORB-Evolution of management thought.

Unit-II Planning: Planning, Nature, Importance, Forms, Types, Steps in Planning Objectives, Policies, Procedures and Methods, Nature and Types of Policies, Decision Making, Process of Decision making, Types of Decisions, Problems involved in Decision making.

Unit-III Organizing: Definition, Nature, Process, Purpose or importance of Organizing, Principles of Organisation, Formal and Informal Organizations, Line and Staff Organizations, Delegation, Departmentation, Centralization, Decentralisation, MBO and MBE Staffing: Meaning, Definition, Steps, Manpower Planning, Recruitment, Selection, Training, Performance Appraisal

Unit-IV

Directing and Controlling: Direction, Definition, Characteristics, Importance, Nature and Scope, Principles, Techniques, Types of Direction, Motivational theories viz Maslow, Herzberg, McGregor's X & Y theory. Controlling, Definition, Features, Significance, Control Process, Requirements of an effective Control System, Controlling techniques, Budgetary and Non-Budgetary Control Techniques (Basic concepts only). Leadership: meaning, Types, Characteristics, Styles

Unit-V

Organisational Behaviour: Concept and meaning, Characteristics, Nature of OB-Role of OB, Understanding Human Behaviour, Influencing the Human Behaviour, Approaches to the study of Organisational Behaviour, Process of Behaviour, Models of Organisational Behaviour.

Text books

1. Prasad L.M., Principles & Practice of Management, Sultan Chand & Sons, New Delhi , 2008
2. Anil Bhat & Arya Kumar Principles Processes and Practices 1 st Edition 2008 Oxford Higher Education
3. J.S. Chandan, Management Theory and Practice,1st edi,Reprint2007 Vikas Publishing House.

Reference Books

1. Harold Koontz, O'Donnell and Heinz Weihrich, Essentials of Management. New Delhi, Tata McGraw Hill, 2006
2. Stephen P. Robbins, David A. Decenzo, Sanghmitra Bhattacharya, 7 Madhushree Nanda Agarwal, Fundamentals of Management, Pearson Education, 2009

Robbins, Management, 9th edition Pearson Education, 2008

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO ₀₁	Remembering - Management concepts & Evolution: Definition, nature, scope and functions of Management, Importance of management, Functional areas of management, Planning: Planning, Nature, Importance, Forms, Steps in Planning Objectives, Definition, Nature, Process, Purpose or Importance of Organizing, Meaning, Definition, Steps of Staffing, Meaning, Types, Characteristics of Leadership, Concept and Meaning, Characteristics of Organisational Behaviour
CO ₀₂	Understanding - Role of manager, POSDCORB-Evolution of management thought, Nature and Types of Policies, Process of Decision Making, Types of Decisions, Principles of Organisation, Formal and Informal Organizations, Manpower Planning, Recruitment, Selection, Direction, Definition, Characteristics, Importance, Nature and Scope, Controlling, Definition, Features, Significance, Styles of Leadership, Nature of OB, Role of OB, Approaches to the Study of, Organisational Behaviour
CO ₀₃	Applying - Project Report, Risk Identification, Project Scheduling, Procedures and Methods, Decision Making in practice, Line and Staff Organizations, Delegation, Departmentation, Centralization, Decentralization, Training, Performance Appraisal, Principles, Techniques, Types of Direction, Control Process, Requirements of an Effective Control System, Understanding and Influencing Human Behaviour
CO ₀₄	Analyzing - Difference between management and administration, Types of planning, Problems involved in Decision Making, MBO and MBE (Management by Objectives and Management by Exception), Motivational theories (Maslow, Herzberg, McGregor's X & Y Theory), Controlling Techniques, Budgetary and Non-Budgetary Control Techniques (Basic concepts only), Process of Behaviour, Models of Organisational Behaviour
CO ₀₅	Evaluating - Problems involved in Decision making

Syllabus

Course Code	Course Name	L	T	P	Credit
CM3007T	Financial Accounting-I	4	1	0	5

Course Learning Outcomes (CLO)

CLO ₀₁	Remembering: Recall the basic accounting principles, concepts, and standards.
CLO ₀₂	Understanding: Explain the structure and components of financial statements.
CLO ₀₃	Applying: Apply accounting procedures to record financial transactions.
CLO ₀₄	Analyzing: Analyze financial data to prepare accurate financial statements.
CLO ₀₅	Evaluating: Evaluate the financial health of an organization using accounting information.

Unit-I Introduction: Financial Accounting meaning & definition, Scope, objectives, users of accounting information, advantages and limitations of accounting. Types of accounting: Basic term used in accounting, Basic accounting concepts & Conventions, Accounting Equation, Introduction of Accounting Standards & IFRS.

Unit-II Accounting Process: Classification of Account, Rules of Debit and Credit, journalizing. Sub-division of Journal: Preparation of Subsidiary Book, Simple cashbooks, Double columns, Triple columns & Petty cash book, Preparation of sales register, purchase register, journal proper. Ledger: Posting from Journal to respective ledger accounts. Trial Balance: Meaning, Objectives, Methods of Preparation of Trial Balance.

Unit-III Final Account & Rectification of Errors: Final Accounts: Meaning, Features, Uses and preparation of Manufacturing, Trading Account, Profit & Loss Account and Balance Sheet with basic adjustment related to, Depreciation, closing stock, Prepaid & outstanding expenses, Accrued income, Bad debts, Reserve, Provision for bad debts etc. Accounting Errors: Types of Errors, Rectification before and after preparations of final Accounts, Suspense Account, Effects of errors on final accounts

Unit-IV Depreciation & Bank Reconciliation Statement: Meaning of Depreciation, Causes, Objectives, Methods of providing depreciation, Straight line method, diminishing balance method, Disposal of assets, Change in the method of depreciation. Bank Reconciliation Statement: Need, Reasons for difference between cash book and pass book balances, Problems on favorable and over draft balances, Ascertainment of correct cash book balance.

Unit-V Computerized Accounting System: Computerized Accounting: Meaning and Features, Advantages and disadvantages of computerized Accounting Creating of an Organization, Grouping of accounts, Creation of Accounts, Creation of inventory, Creation of stock groups, Stock categories, Units of measurement stock items, Entering of financial transactions. Types of vouchers: Voucher entry, Editing and deleting of vouchers, Voucher numbering, Customization of vouchers. Recording of Transactions: Preparing



Reports, Cash books, Bank book, Ledger accounts, Trial balance, Profit and loss Account, Balance Sheet.

Text Books

1. Shukla, Grewal, and Gupta,. Advanced Accounts. S. Chand & Co., New Delhi.
2. Maheshwari, and Maheshwari,. Financial Accounting. I,Vikas Publishing House, New Delhi.
3. Tulsian, P.C. Financial Accounting, Tata McGraw Hill, New Delhi
4. R.L.Gupta & V.K.Gupta S. Chand & Co., New Delhi.
5. Ghosh T P, Financial Accounting for Managers, Texman Allied Services (P) Ltd

Reference Books

1. Horngren, Charles T. Introduction to Financial Accounting, Pearson Education
2. Lal, Jawahar, Financial Accounting, S. Chand & Company, New Delhi.
3. R.L.Gupta & Radhaswamy, Advanced Accounting, S. Chand & Company, New Delhi.
4. T.S Grewal Introduction to accounting S. Chand & Co., New Delhi.
5. Accounting for Managers, Dr Kapil Jain and Rashmi Somani , Dreamtech Publications

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO ₀₁	Student will define key accounting terms and concepts (e.g., assets, liabilities, revenue, expenses, debit, credit, etc.). Recalling the fundamental accounting principles and assumptions.
CO ₀₂	Student will explain the utility of various account books and Trial Balance.
CO ₀₃	Student will identify the basic financial statements and their purpose. Prepare financial statements (Trading, Profit & Loss Account and Balance Sheet) using adjustment entries.
CO ₀₄	Student will analyze Bank Reconciliation Statement and reasons for difference between cash book and passbook balances, problems on favorable and overdraft balances, ascertainment of correct cash book balance
CO ₀₅	Student will determine the correct cashbook balance (based on favorable and overdraft balance) and Voucher entry, editing and deleting of vouchers, voucher numbering, and customization of vouchers.
CO ₀₆	Student will create a hypothetical organization, grouping of accounts, creation of accounts, creation of inventory, and creation of stock groups, stock categories, and units of measurement stock item, entering of financial transactions.

Syllabus

Course Code	Course Name	L	T	P	Credit
CE3002T	Environmental Studies	2	0	0	2

Course Learning Outcomes (CLO)

CLO ₀₁	To understand various aspects of life forms, ecological processes, and the impacts on them by the human during Anthropocene era.
CLO ₀₂	To build capabilities to identify relevant environmental issues, analyze the various underlying causes, evaluate the practices and policies, and develop framework to make informed decisions.
CLO ₀₃	To develop empathy for all life forms, awareness, and responsibility towards environmental protection and nature preservation.
CLO ₀₄	To develop the critical thinking for shaping strategies such as; scientific, social, economic, administrative & legal. environmental protection, conservation of biodiversity. environmental equity and sustainable development.
CLO ₀₅	To prepare for the competitive exams.

Pre Requisites: The student must have a knowledge about the environmental components, pollution, biodiversity, and ecosystem at senior secondary level.

Co-Requisites: Nil

This is an Online Non-Graded Course and student can complete this by appearing in Online Certificate Course from SWAYAM/NPTL

Text Books:

1. Singh; J.S., Singh S.P. and Gupta, S.R.; "Ecology; Environment Science and Conservation", S Chand publishing, New Delhi, (2018)
2. Divan, S. and Rosencranz, A., "Environmental Law and Policy in India: Cases, Material & Status" Oxford University Press, India, (2002) 2nd Edition.
3. Odum, E.P., "Fundamentals of Ecology", Philadelphia Saunders, (1971)
4. Bharucha, Erach, "Environmental studies" Universities Press India Pvt. Ltd. Hyderabad (2014) (Hindi Edition also available).
5. Kaushik, Anubha, Kaushik, C.P. "Perspectives in Environmental Studies" New age International Publishers, (2018), 6th Edition.

Reference Books

1. Asthana, D. K Asthana Meera, "A Textbook of Environmental Studies", S. Chand Publishing, New Delhi, (2007)
2. National Digital Library (<https://ndl.iitkgp.ac.in/homestudy/science>)
3. Epg- pathshala (<https://epgp.inflibnet.ac.in/Home/Download>)
4. NPTEL (<https://nptel.ac.in/course.html>)
5. Coursera ([https://www.coursera.org/search?query=environmental science&page=1](https://www.coursera.org/search?query=environmental+science&page=1))

Course Outcomes (COs):

After completion of this course the students shall be able to:



CO ₀₁	Understand the fundamental concepts and principles of environmental science, including ecosystems, biodiversity, and natural resources.
CO ₀₂	Analyze the impact of human activities on the environment and recognize the importance of sustainable development.
CO ₀₃	Identify major environmental issues such as pollution, climate change, and deforestation, and propose feasible mitigation strategies.
CO ₀₄	Develop awareness of environmental laws, policies, and regulations at local, national, and global levels.
CO ₀₅	Apply interdisciplinary approaches and critical thinking skills to solve environmental problems and promote eco-friendly practices.

Syllabus

Course Code	Course Name	L	T	P	Credit
UC3001T	Mentorship - I	1	0	0	0.25

Target Group: Semester-I Students

Total Meetings: 5 (One per fortnight or as per schedule)

Objective: Strengthen mentor–mentee bonding, academic support, feedback mechanism, and personal development.

Meeting 1: Orientation & Bonding

Agenda:

- Icebreaking session: Introductions to know each other
- Set expectations from both sides
- Discuss personal goals, career aspirations, academic backgrounds
- Explain the role of a mentor and mentee in this relationship
- Discuss code of conduct, attendance policy, anti-ragging rules, grievance redressal mechanisms

Mentor's Role:

- Encourage students to open up
- Establish communication channels (WhatsApp group, emails, etc.)
- Share personal experiences for connection

Meeting 2: Understanding University Ecosystem

Agenda:

- Introduce university structure and rules
- Share roles of Chancellor, Pro Chancellor, VC, PVC, Dean, Associate Dean, HOD in charges etc.
- Awareness about MOOC

Mentor's Role:

- Clarify doubts regarding administration
- Share contact points and useful student resources (ERP, LMS, library portal, etc.)
- Discuss about SWAYAM, NPTEL, Coursera etc.

Meeting 3: Academic Performance & Class Feedback

Agenda:

- Review feedback on teaching, subjects, and academic difficulties
- Identify subject-specific issues and faculty responsiveness
- Discuss mid-semester 1 exam preparation strategy
- Introduce personal counselor Ms Mayuri. (Give her contact detail and location to meet).

Mentor's Role:

- Gather anonymous academic feedback to share with faculty/HoD
- Suggest time management and study techniques



Meeting 4: MST Marks Review & Learning Patterns

Agenda:

- Discuss MST (Mid Semester Test) performance
- Identify slow and fast learners
- Discuss mid-semester 2 exam preparation strategy

Mentor's Role:

- Analyze result patterns and suggest corrective actions
- Assign peer buddies or subject mentors
- Boost morale of students with low scores
- Report to the concerned teacher about slow and advanced learners

Meeting 5: Exam Preparation & Overall Feedback

Agenda:

- Share final exam preparation tips and stress management techniques
- Collect overall feedback on the semester
- Discuss career planning, internships, and skill-building suggestions

Mentor's Role:

- Encourage use of mock tests and previous year papers
- Address exam anxiety or personal concerns
- Share opportunities (internships, projects, certifications)
- Collect credentials of students for clubs, acting, sports, etc.

Syllabus

Course Code	Course Name	L	T	P	Credit
LN3004T	Indian Language	1	0	0	1

Course Learning Outcomes (CLO)

CLO ₀₁	Enable students to understand and use simple vocabulary, sentence structures, and expressions for everyday communication.
CLO ₀₂	Introduce students to the cultural, historical, and literary significance of the chosen Indian language to deepen appreciation of India's linguistic diversity.
CLO ₀₃	Strengthen oral comprehension and pronunciation through audio-visual content, conversational practice, and interactive exercises.
CLO ₀₄	Familiarize students with the script (e.g., Devanagari, Tamil, Bengali, etc.), basic grammar rules, and sentence formation for written communication.
CLO ₀₅	Equip students with digital tools, resources, and strategies to continue learning the language independently beyond the course.

Pre Requisites: Nil

Co-Requisites: Nil

This is an Online Non-Gradel Course and student can complete this by appearing in Online Certificate Course from SWAYAM/NPTL

Course Outcomes (COs):

After completion of this course the students shall be able to:

CO ₀₁	To engage in simple conversations using everyday vocabulary and expressions in the chosen Indian language.
CO ₀₂	Demonstrate the ability to read and write basic sentences using the correct script and grammar rules of the language.
CO ₀₃	Identify key cultural elements, literary traditions, and historical contexts associated with the language.
CO ₀₄	Comprehend spoken language in familiar contexts and pronounce words with reasonable accuracy.
CO ₀₅	Utilize digital tools and resources to continue learning the language beyond the course, fostering lifelong learning habits.