

## DEPARTMENT OF B.COM. (ACCOUNTING & FINANCE) – BAF

### CONCEPT NOTE ON THE VARIOUS COURSES OFFERED AT THE FIRST YEAR LEVEL UNDER THE NEP 2020.

#### **I. OPEN ELECTIVE :**

##### Semester I - Professional Grooming and Etiquette

The course teaches students about professional behavior and standards for appearance, actions and attitude in business behavior. It helps the students to develop Skills for improving personality.

It teaches taking care of our appearance and it is considered the most important part of soft skills because how well you take care of yourself determines a lot about your personality.

##### Semester II - Innovative Financial Services

The course aims to impart knowledge of the financial sector at a basic level, which can be understood by students of any stream. Stock markets, Housing finance, Credit rating are some examples of the subjects discussed, to enable students to be aware of the role and functioning of various financial services. The course gives an awareness of the financial services, and their importance to the economy.

#### **II. VOCATIONAL AND SKILL EDUCATION:**

##### Semester I - Financial Management I

Financial Management is important in our personal and professional life and in every business. The course teaches the students about various concepts of financial management, which will help students to make a career in finance.

##### Semester II - Indian Banking and Insurance System

This course teaches the students about the banking and insurance sector, and the reforms and developments taking place in the market. It will provide an understanding of the various banking and insurance products which are available, thus preparing a base for students who are interested in a career in the field of banking or insurance.

#### **III. INDIAN KNOWLEDGE SYSTEMS:**

IKS aims to introduce the students to India's rich cultural heritage. In general, IKS encompass a wide range of ancient wisdom, including traditional medicine, astrology, yoga, meditation, and more. These systems have been passed down through generations and have played a significant role in shaping India's history and culture. However, with the advent of modern science and globalisation, there has been a shift towards Western scientific knowledge, leading to the neglect of IKS in mainstream education.

Our syllabus introduces the Indian concept of Business Management by applying management lessons from Kautilya's Arthashastra, and also Personal growth and lessons from the ancient Indian Education System.

#### **IV. ABILITY ENHANCEMENT :**

Semester I - English Communication for Business I

This course will develop the skills of the students for proper self-expression, social communication, spoken English, correct pronunciation, and formal and informal communication.

Semester II - English Communication for Business II

Students will learn about Business correspondence, language and writing skills.

#### **V. VALUE EDUCATION :**

Semester I - Human Values

Students will learn the role of Human values in leading a happy personal and professional life. They will be aware of behavioural patterns which can create harmony in personal and Professional life. They will be introduced to lessons and teachings of great leaders and reformers like Swami Vivekananda, Mahatma Gandhi, etc.

Semester II - Business Economics

Students will learn about the scope and importance of business economics, and its role in shaping economic and financial policies of the government. The course provides additional knowledge to create value in the attainment of the degree.