



SARDAR PATEL UNIVERSITY
FACULTY OF BUSINESS STUDIES
B.COM. – EXTERNAL PROGRAMME
FY.BCOM EXTERNAL
(WITH EFFECT FROM: JUNE – 2018)

STRUCTURE AND SYLLABUS BASED ON UGC GUIDELINES B.COM. - EXTERNAL PROGRAMME

Course Type	Course Code	Course Title	Theory	Exam Duration in Hours	Passing /Total
Ability-Enhancement Compulsory Course	UBE1ACOM01	English & Business Communication –I	Theory	3	40/100
Core Courses (A) Core Compulsory	UBE1CCOM01	Financial Accounting	Theory	3	40/100
	UBE1CCOM02	Business Organisation & Management	Theory	3	40/100
(B) Core Allied (Any One)	UBE1CCOM03	Business Mathematics	Theory	3	40/100
	UBE1CCOM04	Secretarial Practice	Theory	3	40/100
Discipline Specific Elective Accounting & Auditing	UBE1DCOM01	Advanced Accounting –I	Theory	3	40/100
	UBE1DCOM02	Advanced Accounting –II	Theory	3	40/100
Generic Elective	UBE1GCOM01	Economics –I	Theory	3	40/100
Skill -Enhancement Elective Course	UBE1SCOM01	Environmental Studies & Climate Change	Theory	3	40/100
Total					320/800

Note: Each student shall have to offer the same (B) Core Allied (Any One) Paper at FY.COM to SY.BCOM & TY B.COM.

Note:U=Under Graduate, B=Business Studies(Faculty), E=External, 1= FY B.Com, A=Ability Enhancement Course, (A)C=Core Course, (B)C=Core Allied, D=Discipline Specific Elective,G=Generic Elective, S=Skill Enhancement Elective Course, COM= Commerce, 01=e.g Course Paper Number.

Ability-Enhancement Compulsory Course	FY.COM. EXTERNAL
UBE1ACOM01	English and Business Communication I

Text: [a novel (abridged) or a collection of short stories]

Name of Text: Mill on the Floss – by George Eliot (abridged)**Publisher:** Madhubun

Objective: 1. To familiarize the learner with the basic concepts of English language.

2. To develop the skill of independent reading and writing with comprehension.

Unit	Description of Detail
1	Three text – based short answer questions
2	Three text – based short notes
3	(A) Paragraph Writing (on a topic of a general nature in not more than 150 words) For eg. Topics like Books: Our Best Friends; My Favorite game; Importance of English; Pollution; A picnic by a river side.... (B) Vocabulary (Words often confused – 100 pairs of words in a attached sheet)
4	Grammar Tenses: Present Simple, Present Progressive, Present Perfect, Past Simple, Past Progressive, Past Perfect, Future Tense Simple, Model Auxiliaries, Conditionals, Concord
5	Introducing Business Communication Concept, Definition and Characteristics (Attributes) of Communication, Process of Communication (Communication Cycle), Objectives of Communication (Information, advice/counseling, order, suggestion, persuasion, education, warning, raising morale and motivation), (Two general question/three short notes may be asked)
6	Business Correspondence Structure, format, layout of a business letter (regular parts/ occasional parts;, Essentials/ qualities of an effective business letter (correctness, conciseness, clarity, courtesy, coordinateon, appropriateness, ‘You’ attitude, etc.) (Three Short not es may be asked)
7	Inquiry letters (Requests) and Reply to Inquiries (Letters concerning catalogues, prices, quotations, samples, demonstration, discount, credit, mode of delivery, package, concession, terms of sale, mode of payment, transportation), (Drafting of two letters may be asked)
8	Placing of Orders (Letters concerning trial order, routine order, postponing the order, reserving the right to reject the goods, requests for changes in orders already placed, order with conditions attached, can collation of orders) Execution of Orders (Delay in execution of order, request for extension of time in delivery of goods, partial execution of order, declining the order, offering substitute goods, cancellation of orders) (Drafting of two letters may be asked)

Note: All Units carry equal weightage of marks.

Reference:-

- Developing Communication Skills by Krishna Mohan and Meera Banerji – Macmillan
- Effective Business Communication by Asha Kaul – Prentice Hall – Economy Edition
- Principles and practice of Business Communication by Rhoda Doctor and Aspi Doctor – Sheth Publishers Ltd.
- Business Communication by Urmila Rai and S M Rai – Himalaya Publishing House
- Essentials of Business Communication by Rajendra Pal and J.S. Korlahalli – Sultan Chand & Sons
- A Practical English Grammar by Thomson and Martinet
- Practical English Usage – Michael Swan - Amazon.co.uk
- Oxford Practice Grammar by John Eastwood – OUP

Core Courses (A) Core Compulsory	FY.COM. EXTERNAL
UBE1CCOM01	Financial Accounting

Objective: The objective of this paper is to help students to acquire conceptual knowledge of the financial accounting and to impart skills for recording various kinds of business transactions

Unit	Description of Detail
1	Business Income Measurement of business income – Net income: The Accounting Period, The continuity doctrine and matching concept. Objectives of measurement., Revenue recognition: Recognition of expenses: Revenue Income and Expenses and Capital Income and Expenditure. The nature of depreciation: The Accounting concept of depreciation. Methods of computing depreciation: Straight Line Method and Diminishing Balance Method(Examples Only). Inventories: Meaning, Significance of inventory valuation. Inventory Record Systems: periodic and perpetual(Theory Only). Methods: FIFO, LIFO and Weighted Average(Examples Only). Salient features of Indian Accounting Standard (IND-AS) 2.
2	Final Accounts Capital and revenue expenditures and receipts: Preparation of financial statements of non – corporate business entities. (Sole Proprietary firm and Partnership firm)
3	Accounting for Dissolution of Partnership Firm: Accounting of Dissolution of the Partnership firm including no partner insolvent, one partner, two partners and all partners insolvent.
4	Sale of Partnership firm to a limited company: (In the book of the firm) Introduction, Ascertaining the purchase consideration(Net Assets & Consideration method), Distribution of shares and debentures, Journal entries and ledger accounts.
5	Structure of Balance Sheet Meaning of Balance Sheet, functions, objectives and limitations of Balance Sheet, Arrangement of Assets & Liabilities in the Balance Sheet. Computation of the following items from balance sheet: Owner's fund, Capital Employed, Gross Working Capital and Net working Capital
6	Issue of Shares Types of Shares and Share Capital, Shares issued at Par, Premium and at Discount. Over subscription of shares, calls in arrears, calls in advance, Right shares & Provision regarding issue of right shares. Examples on issue & allotment of shares including pro-rata allotment
7	Financial Statement: An Analysis and interpretation Meaning and Characteristic of Financial Statement. Purposes and Limitations of Financial statement. Methods of analysis of Financial statement. Comparative statements, Trend Analysis and Common size statements
8	Company final Accounts: (Horizontal form as per schedule 6 of Company Act 1956) Simple adjustment. (Excluding calculation of managerial remuneration & Calculation Provision for Tax). Preparation of Profit and Loss Account, Profit and Loss Appropriation Account and Balance Sheet.

Note: All Units carry equal weightage of marks.

Reference:-

- Advanced Accounting I: M. C. Shukla, T. S. Grewal and S. C. Gupta.
- Financial Accounting: S. N. Maheshwari and S. K. Maheshwari.
- Financial Accounting: Deepak Sehgal.
- Financial Accounting: P. C. Tulsian.
- Advanced Accounting 2- Sehgal Ashok And Sehgal Deepak
- Company Accounts: Gupta R L And Radhaswamy M
- Rathmans Company Accounts Theory Problems and Solutions: Rathman P V And Raju D R

Core Courses (A) Core Compulsory	FY.COM. EXTERNAL
UBE1CCOM02	Business Organisation and Management

Objective: The course aims to provide basic knowledge to the students about the organisation and management of a business enterprise.

Unit	Description of Detail
1	Management Meaning and Definition, Features, Objectives, Process of management, Managerial Functions (POSDCORB), Significance, Managerial Roles & Skills.
2	Planning & Decision Making Planning :Meaning and Definition, Features, Importance, Limitations, Types/elements of plans, Steps in Planning Process. Decision Making :Meaning& Characteristics, Steps in Decision Making Process, Types of Decisions.
3	Organising Concept, Process, Principles of organization, Delegation of Authorities: meaning, importance & process, Centralization & Decentralization, Types of Organisation : line, functional, line and staff.
4	Controlling Concept, Nature, Importance, Steps in control process, Types of control, Techniques of Control : (A) Budgetary control-meaning, objectives, advantages & limitations (B) Break Even Analysis-concept, uses & limitations.
5	Directing and Leadership (A) Directing : Meaning and Definition, Elements, Importance, Principles of Direction. (B) Leadership : Meaning and Definition, Nature, Importance, Style of leadership : Autocratic, Democratic, Free rein, Quality of a good leader.
6	Motivation and Communication (A) Motivation : Concept, Importance, Theories of Motivation : Maslow Theory, Herzberg Theory, McGregor's Theory. (B) Communication : Concept, Importance, Process, Types of communication, Barriers of communication, Measures for Effective Communication.
7	Introduction to Human Resource Management Concept, Objectives, Functions : Managerial & Operational, HR Planning- Concept & Process, HR Policies- Meaning & Development.
8	Employer & Employee Relations Meaning, Parties, Importance, Trade Union- Functions & Problems, Industrial Disputes- Meaning, Causes & Preventive measures. Collective Bargaining- Meaning & Process.

Note: All Units carry equal weightage of marks.

Reference:-

- Human Resource Management by C B Gupta
- Text and Cases of Human Resource Manament by P SubbaRoa
- Human Resource and Personnel Management by K Aswathappa
- Human Resources Management by S S Khanka
- Kaul, V.K., *Business Organisation and Management*, Pearson Education, New Delhi
- Chhabra, T.N., *Business Organisation and Management*, Sun India Publications, New Delhi,
- Gupta CB, *Modern Business Organisation*, Mayur Paperbacks, New Delhi
- Koontz and Weihrich, *Essentials of Management*, McGraw Hill Education.
- Basu, C. R., *Business Organization and Management*, McGraw Hill Education.
- Burton Gene and Manab Thakur; *Management Today: Principles and Practice*; Tata McGraw Hill, New Delhi.

(Note: Latest Editions of the above books may be used.)

(B) Core Allied (Any One)	FY.COM. EXTERNAL
UBE1CCOM03	Business Mathematics

Objective: 1. To enhance analytical ability in students for processing data
2. To Familiarize students with applications of Statistical techniques in business decision making.

Unit	Description of Detail
1	Set Theory, Determinants Set Theory: Sets, Subsets, equality of two sets, null set, universal set, power set, complements of a set, union and intersection of sets, difference of two sets. Venn Diagram (Concept only), Laws of algebra of sets, De'Morgan laws and Cartesian Product of two sets. Determinants: Meaning, Determinants and their basic properties of determinant (without Proof, without examples), Cramer's Method (For two equations)
2	Matrix Types of matrices: Square, null, identity, transpose of Matrices, Symmetric, skew symmetric, Singular, Non Singular, inverse, adjoin of matrix. Matrices – scalar multiplication, Addition, Subtraction, Multiplication. Solution of a system of two and three linear equations using matrix.
3	Mathematics in Finance Compound interest, nominal and effective rates of interest, continuous compounding, Concept of Present value and amount of a sum, Annuity (only for a fixed period of time), present value of annuity, sinking funds (with equal payments and equal time intervals)
4	Interpolation and Extrapolation Meaning of interpolation and Extrapolation, Assumptions, Importance and uses of interpolation and Extrapolation, Operators Δ , E and D (without proof), methods of interpolation and extrapolation; 1. Newton's Method 2. Binomial expansion method 2. Lagrange's method, Simple examples on these methods.
5	Permutations and Combinations Meaning, Fundamental Principles of Counting, Theorem based (without proof) on permutation and combination, Permutations when repetition is allowed, Circular permutations, Examples of Permutation and combination.
6	Co-ordinate Geometry Cartesian Co-ordinate System, Distance between two points, slope of line, slopes of Parallel and perpendicular lines, Equations of a line for: - Two Point Form – Point Slope form – Intercept form – Two Intercept Form,
7	Linear Programming Problem LPP: Meaning, nature, limitations of LP, uses of LP, Definitions: solution, constraints, BFS, FS, objective functions solution of LPP by Graphical Method -Transportation Problem – N-W corner rule, Matrix Minima Method, Vogel's Approximation Method (Including unbalanced problem)
8	Derivatives and Applications of derivatives Derivatives of explicit, Composite and implicit functions, Derivatives of exponential and arithmetic functions, Rules of differentiation (without proof), Higher order derivatives, maxima and minima of a function in economic theory (demand, supply, consumption, revenue and cost function), Equilibrium price.

Note: All Units carry equal weightage of marks.

Reference:-

- Sancheti & Kapoor: Statistics: Theory, Methods and Applications, Sultan Chand & sons, New Delhi
- Kapoor, V.K.: Business Mathematics, Sultan Chand and Sons, New Delhi
- Soni, R.S.: Business Mathematics, Pitamber Publishing Ho

(B) Core Allied (Any One)	FY.COM. EXTERNAL
UBE1CCOM04	Secretarial Practice

Objective: The objective of the course is to impart basic knowledge of the Company's secretary and secretarial practice.

Unit	Description of Detail
1	Company Definition, Features, Types of Company from the point of view Incorporation, Liabilities, Nationality & Public interest, Formation of a Company, Advantages, Limitations, Procedure to convert Private Limited Company into Public Limited Company and Public Limited Company into Private Limited Company.
2	Company Management Promoters of public Limited Company : Meaning-Functions of Promoters -Preliminary Contract-Liabilities of Promoters. Director- position, qualification, disqualification, appointment, duties, powers. Managing Director-qualification and appointment.
3	Secretary Meaning-Types of Secretary- Qualities and legal qualification of Company Secretary, duties of Company Secretary-Powers, Rights & Liabilities of Company Secretary.
4	Company's Meetings Meaning, Needs, Types of meeting, Statutory Meetings, Annual General Meeting, Extra Ordinary General Meeting, Notice, Agenda, Quorum, Proxy, Resolution, Minutes.
5	Alteration in Share & Debenture Alteration in Share: Modes of alteration share capital as per Company Law-procedure and provisions of reduction in share capital-Legal provisions for Right Shares and Bonus Shares and its Guiding Principles. Debenture: Meaning and types of debenture –procedure and legal provisions of Company law Board to issue debenture-Methods of redemption of debenture
6	Allotment & Forfeiture of Shares Allotment of Shares: Meaning-Procedure-regular and irregular allotment –secretary's duties regarding allotment of shares –procedure of allotment when shares are oversubscribed. Calls: Meaning of calls –Provisions of Company Law regarding share calls-procedure of demanding call of share. Forfeiture of Shares: Meaning-legal provisions for forfeiture of shares procedure of forfeiture of share-effects of forfeiture of share-procedure of reissue of forfeited shares-secretary's duties.
7	Winding up/Liquidation of the Company: Meaning and modes of winding up and liquidation of the company-Provisions regarding compulsory liquidation, meaning and procedure of voluntary winding up of a company-Provisions regarding company's voluntary winding up by members and creditors –appointment – Powers and duties of liquidator.
8	Listing of Securities and Mutual Fund Listing Securities: Meaning-legal provisions for listing of securities-Documents required for listing of securities-Advantages of listing of securities. Mutual Fund: Definition-Types-Advantages and Disadvantages.

Note: All Units carry equal weightage of marks.

Reference:-

- Secretarial Practice-M.C.Kuchal-Vikas Publication
- Manual of Secretarial Practice - B.N.Tondon-S.Chand& Co.
- A Textbook of Company Law-P.P.S. Gogna-S.Chand& Co.
- Office Management – R.K.Chopra –Himalaya Publishing House.
- A Textbook of Office Management –William H. LiftingwellabdEdwinRobinson-Tata McGraw Hill.

Discipline Specific Elective Accounting & Auditing		FY.COM. EXTERNAL
UBE1DCOM01	Advanced Accounting – I	

Objective: To enable the students to acquire the basic knowledge of the Hire Purchase, Consignment Accounts, Joint Venture, Accounts from incomplete records, Branch Accounting, Farm Accounting, Accounting for professionals and Accounts of Non Trading concerns.

Unit	Description of Detail
1	Accounting relating to Hire Purchase (Excluding Hire Purchase Trading Account) Introduction, difference between Hire Purchase System and Installment Purchase system Examples based on calculation of Interest: when interest is not included in installment, when interest is included in installment, when rate of interest is not given, when cash price and rate of interest are not given Accounting records in the books of purchaser and vendor
2	Consignment Accounts Meaning of consignment, difference between consignment and sale, Performa invoice, commission, Del-credre Commission Accounting Treatment in the books of consignor and consignee: when goods are consigned at cost price, when goods are consigned at Invoice price (Including normal & abnormal loss)
3	Joint Venture Meaning Difference between Joint Venture and Partnership Difference between Joint Venture and Consignment Methods of keeping accounts of joint venture When separate books are not kept and only one partner keeps accounts When all partners keep accounts in their own books When separate books for joint venture are kept
4	Accounts from Incomplete Records Definitions, salient features, limitations, calculation of profit of Incomplete records (Conversion Method, calculation of missing figures etc.)
5	Branch Accounting: (Theory & Examples) (Dependent Branch, excluding foreign branch) Accounts in the books of head office: • Branches selling goods for cash only • Branches selling goods both for cash and credit • Branches supplied goods at an invoice price • Remittance in transit and Goods in Transit
6	Farm Accounting Introduction Importance of farm accounting in India Farm account or farm profit & loss accounts Final accounts of farm
7	Accounting for Professionals Introduction, Methods of keeping accounts - Cash System and Mercantile System, Solicitor's accounts, Books of accounts of a solicitors and Chartered Accountants, Examples based on Solicitor and Chartered Accountants' accounts
8	Accounts of Non-trading concerns Distinction between Capital and Revenue Expenses, Distinction between Receipt and Payment Account and Income and Expenditure Account. Revenue Income, Capital Income. Preparation of Income and Expenditure Account, Receipt and Payment Account and Balance Sheet.

Note: All Units carry equal weightage of marks.

Reference:-

- Advanced Accounting I: M. C. Shukla, T. S. Grewal and S. C. Gupta.
- Financial Accounting: S. N. Maheshwari and S. K. Maheshwari.
- Advanced Accounting: S. N. Maheshwari and S. K. Maheshwari.
- Financial Accounting: Deepak Sehgal.
- Financial Accounting: P. C. Tulsian.

Discipline Specific Elective Accounting & Auditing		FY.COM. EXTERNAL
UBE1DCOM02	Advanced Accounting – II	

Objective: To enable the students to acquire the basic knowledge of the Issue and Redemption of Preference Shares and Debentures, Accounting Standards, Accounting Ratio, Valuation of Goodwill and Equity Shares, Fire Claim and Accounting for General Insurance Companies.

Unit	Description of Detail
1	Redemption of Preference Shares and Issue Bonus Shares Redemption of Preference shares: Procedure, Provision of Companies Act 1956. Accounting entries, Balance Sheet after redemption of Preference Shares. Issue of Bonus Shares: Guidelines, Sources, Accounting Entries. Combined examples of redemption of Preference shares and Issue of Bonus Shares (Excluding quantum Bonus)
2	Issue and redemption of Debentures Examples based on Accounting entries of issue and redemption of debenture Writing of debenture discount Redemption of Debentures (Including purchase of own debenture and conversion of debenture into shares) Debenture Redemption Fund Method.
3	Accounting Standards Concept of Accounting Standards, Utility of Accounting Standards, Procedure for issue of Indian Accounting Standards. Accounting Standards AS 1 (Disclosure of Accounting Inventories) AS 2 (Valuation of Inventors) AS 6 (Depreciation Accounting)
4	Accounting Ratio Classification of Accounting Ratio, Advantages & Limitations of Accounting Ratio. Computation and interpretation of the following ratios (Based on Balance Sheet of Two Years) (1) Gross Profit Ratio (2) Net Profit Ratio (3) Operating Ratio (4) Stock Turnover Ratio (5) Current Ratio (6) Liquid Ratio (7) Debtors Ratio (8) Debt-Equity Ratio (9) Return on capital employed (10) Return on shareholders fund (11) Earning per share
5	Valuation of Goodwill: Definition, factors affecting goodwill, Need for valuation of goodwill, Methods of Valuation of Goodwill, Examples on valuation of Goodwill, Methods - Average Profit Method and Super Profit Method.
6	Valuation of Equity Share Shares Need for valuation of shares, factors affecting value of shares, Examples of valuation of shares, Methods of valuation of shares - Intrinsic value, Yield value, and Fair Value.
7	Fire Claims Introduction, Claim for loss of stock, Average Clause (Including Normal & Abnormal stock). Claim for consequential loss.
8	Accounting for General Insurance companies Introduction, Types of general Insurance, Explanation of terms related to premium, claim, and commission. Preparation of Revenue Account (Fire & marine Insurance only)

Note: All Units carry equal weightage of marks.

Reference:-

- Advanced Accounting I: M. C. Shukla, T. S. Grewal and S. C. Gupta.
- Financial Accounting: S. N. Maheshwari and S. K. Maheshwari.
- Advanced Accounting: S. N. Maheshwari and S. K. Maheshwari.
- Financial Accounting: Deepak Sehgal.
- Financial Accounting: P. C. Tulsian.
- Advanced Accountancy: Jain S P And Narang KL
- Modern Accountancy: Mikharjee And Hanif
- Advanced Accountancy: Shukla M. C. And Grawal T. S.

Generic Elective		FY.COM. EXTERNAL
UBE1GCOM01	Economics – I	

Objective: This course intends to expose the student to the basic principles in Microeconomic Theory and illustrate with applications, This course exposes students to the theory and functioning of the monetary and financial sectors of the economy. It highlights the organization, structure and role of financial markets and institutions. It also discusses interest rates, monetary management and instruments of monetary control.

Unit	Description of Detail
1	Introduction: Robbins Definition and Samuelson Definition, Nature, Scope & Significance of Economics, Basic Problems of Economics, Basic Assumptions, Basic Concepts – Goods, Price & Value, Wealth & Welfare, Utility, Consumer Surplus
2	Product Pricing Demand- Meaning, Factors determining demand, Law of demand, Shift and Change in demand, Supply- Meaning, Factors affecting supply, Law of supply, shift and change in supply, Equilibrium price- determination of equilibrium price, effect of change in demand and supply on equilibrium price
3	Indifference curve analysis Indifference curve- meaning, properties, Marginal rate of substitution, Budget line- meaning, shift in budget line and change in slope of budget line, Concept of budget Space, Consumer's Equilibrium, Income effect, Price effect and Substitution effect.
4	Factor Pricing Concepts: Wage, Rent, Interest, Profit – concept and theories of profit- Innovation theory, Risk theory and Uncertainty theory of Profit, Marginal Productivity Theory of Distribution under Perfect Competition
5	Money: Concept, Definition, Functions and Classification of Money, Value of Money, Quantity Theory of Money- Fisher's Transaction Theory, Milton Friedman's Restatement of QTM
6	Value of Money Measurement of Value of Money: Index number, usefulness and limitations of index number, Inflation: Definition, Types of Inflation according to intensity, Causes of inflation- Cost Push and Demand Pull, Effects and Remedies. A Model Business Cycle
7	Banking: Definition, Functions of Commercial Bank, Credit Creation Process, Central Bank: Functions, Instruments of Monetary Policy
8	Income and Employment J.B.Say's Law of Market, Keynesian Theory of Income and Employment, Concept of Investment Multiplier, Accelerator, Principle of Effective Demand, Liquidity Preference Theory

Note: All Units carry equal weightage of marks.

Reference:-

- Advance Economic Theory – H.L.Ahuja
- Economic Theory – Stonier Hague
- Advance Micro Economics – M.L. Jhingan
- Micro Economic Theory – Mishra and Puri
- Micro Economics – Dr. W. Thomas and Dr. Ashok Gor
- Modern Economic Theory – H.L.Ahuja
- Theory of Money – M.C.Vaish
- Money, Banking, Public Finance and International Trade- D.M. Mithani

Skill -Enhancement Elective Course		FY.COM. EXTERNAL
UBE1SCOM01	Environmental Studies&Climate Change	

Objective: This course introduces students to concepts, methods and policy options in managing the environment using tools of economic analysis.

Unit	Description of Detail
1	Overview of Environmental Studies: Definition, Scope, Importance, Meaning and Concept of Renewable and Non Renewable Resources, Equitable use of resources for sustainable lifestyles.
2	Natural Resources and Associated Problems Concept and Threats, Forest Resources, Water Resources, Mineral Resources, Energy Resources, Land Resources, Role of individual in conservation of Natural Resources.
3	Ecosystem Concept, Structure, Functions of an Ecosystem, Producers, Consumers and Decomposers in Ecosystem, Food Chain, Food Web and Ecological Pyramid, Types, characteristics and Threats of Ecosystem, Types – Forest, Grassland, Desert and Aquatic Ecosystem, Role of Individual in sustaining Ecosystem.
4	Biodiversity Introduction, Types – Genetic, Species and Ecosystem, Biodiversity at Global, National and Local Levels, India as a Mega Diversity Nation, Threats and Conservation of Biodiversity.
5	Pollution: Causes and Effects of Air Pollution, Water Pollution, Soil Pollution, Marine Pollution and Noise Pollution, Role of an individual in prevention of pollution, Disaster management: Floods, Earthquakes, Cyclones and Landslides.
6	Social Issues: From unsustainable to sustainable development, Urban problems related to energy, Water conservation, Rainwater harvesting and Watershed management, Resettlement and rehabilitation of people: It's Problems and concerns.
7	Climate Change: Climate change, Global warming, Acid rain, Ozone layer depletion, nuclear accidents and nuclear holocaust., Issues involved in enforcement of environmental legislation., Public awareness
8	Human Population: Population growth, Population Explosion., Environment and Human Health., Role of information technology in environment and human health., Visit to a local area to document environmental assets as per guidelines.

Note: All Units carry equal weightage of marks.

Reference:-

- Text book of Environmental Studies for undergraduate Courses :
ErachBharucha, **Publisher:** University Press, University Grants Commission
