

**Programme Project Report (PPR)
For
Department of Business Studies
Centre for Distance and Online Education
2024**

Bachelor of Commerce (B. COM)



**The NorthCap University
Sec 23-A, Gurugram, Haryana -122017, India**

**Department of Business Studies
Centre for Distance and Online Education (CDOE)
The NorthCap University Gurugram**

**BACHELOR OF COMMERCE (B. COM)
Undergraduate Programme
Programme Project Report (PPR)**

Overview

The NorthCap University (NCU) is promoted by the Educate India Society that was founded in 1996. Previously an engineering and management college (ITM), the institute gained the status of a State Private university in 2009, under Act No. 25/2009 by the Legislature of the State of Haryana and accorded UGC approval under Section 2(f) of the UGC Act 1956.

NCU rebranded itself on 31 August 2015 vide Haryana Government Ordinance No. 2 of 2015, followed by a UGC notification dated 26 August 2015. NCU is a unitary campus university located in Sector 23-A, Gurugram, Haryana. It has been accredited by the National Assessment and Accreditation Council (NAAC) A Grade in 2022. In a span of a few years, we have emerged as one of the foremost educational institutions in North India. As a testimony of this fact, we have been ranked as 'The University of the Year 2017' by the Higher Education Review and are among the top 150 universities under the National Institutional Ranking Framework (NIRF) by the Ministry of Human Resource Development, Government of India.

Programme Offerings

The University offers a variety of undergraduate and postgraduate programmes in disciplines such as engineering, management, applied sciences and law. NCU is recognized by the University Grants Commission (UGC) and by the Bar Council of India (BCI). The University is

a Member of the Association of Indian Universities (AIU), Member of the Association of Commonwealth Universities (ACU), UK. In addition to being a Member of the American Society for Quality (I) Pvt Ltd, NCU is also accredited by Accreditation Services for International Colleges (ASIC), UK."

Location of the Institute

The University is located at Sector 23 A Gurugram, Haryana. A premier city campus located within proximity to corporate houses, industries, professional hubs and skills centers. It boasts of a lush green campus in compliance with the UNP SDG Goals 2030. The academic environment on the campus fosters self- discipline, promotes diversity, community service and commitment to higher values.

Apart from the core curriculum of each programme NCU provides its learners ample opportunity to improve their communication skills, interpersonal relations, art of negotiation, decision making, development of self-confidence etc. to cope in this modern, competitive and challenging world. The students have several opportunities to develop their skills through various clubs and societies that help in their holistic development.

A brief of the programme is given below in the table 1-

Table 1: ABSTRACT

1	Name of the Programme	Bachelor of Commerce (B. Com)
2	Duration	3 Years
3	Scheme	Semester-based
4	Credits	120 Core Courses = 68 credits Programme/Open Electives = 12 credits Skill Enhancement 2 Courses = 7 credits Ability Enhancement 3 Courses = 11 credits Community Services = 7 credits General Proficiency = 7 credits Project & Viva = 8 credits
5	Self-Learning Material	Core Courses = 4 Units X 20 Sub-units (Includes MOOCs) Programme /Open Electives = 4 Units X 20 Sub-units (Includes MOOCs) Skill Enhancement Courses = 4 Units X 20 Sub-units (Includes MOOCs) Ability Enhancement Courses = 4 Units X 20 Sub-units (Includes MOOCs)
6	Instructional delivery	Personal Contact Program / weekend counselling sessions, videos, PPT, face to face interaction
7	Medium of Instruction	English
8	Faculty	Details enclosed
9	Eligibility Conditions	As prescribed by the regulatory body i.e. 10+2 or equivalent
10	Evaluation	Continuous Assessment (30%) and End-semester Examination (70%)
11	Infrastructure	Lecture halls, computer laboratory, library and ICT enabled facility, IT department, recording room etc
12	Quality Assurance	Various measures adopted, including set-up of Centre for Internal Quality Assurance (CIQA) for maintaining quality assurance
13	Expected outcomes	<ul style="list-style-type: none">➤ Communication skills➤ Employability➤ Responsible citizens in the competitive world➤ Enhancement of knowledge, skills and abilities

BACHELOR OF COMMERCE (B.COM) PROGRAMME

About the Program

The Bachelor of Commerce (B. Com) degree from The NorthCap University is an undergraduate programme that can be taken by students to pursue a career in the area of commerce, finance, taxation etc. Commerce is an evergreen discipline attracting a large number of students every year who wish to pursue a focused career in business and industry with government departments also offering employment opportunities. As one of the best Management Institutions in Delhi NCR, the Bachelor of Commerce course is designed to enhance the ability to learn and study a variety of subjects like: Accountancy, Business Administration, Finance, Economics, and Industrial Policies. Through this course, students have the option of applying for a Master's in Commerce or Business Management with a specialization in Accounts and Economics, or after UG graduation they can take up employment in any organization. They can become entrepreneurs or start their own business as well.

a) Programme 's Mission & Objectives

Vision

Through online education, create an ecosystem that is driven by a student-centric approach towards learning by academic excellence driven by benchmarked curriculum and IT-enabled innovative pedagogies, developing them as socially responsible professionals.

Mission

To develop required academic, technical and soft skills through online learning with the goal of increasing access to high quality education, the programme aims -

- To emphasize quality of learning and innovation with an industry-aligned curriculum.
- To encourage multi-disciplinary specializations to develop committed and competent industry professionals.
- To provide knowledge in management with an understanding of its applicability on the business environment and community.
- To impart liberal studies to transform students into responsible global citizens who rise above socio-economic, cultural barriers and apply innovation, critical thinking and problem-solving skills.
- Imbibe in learners the ethics, lifelong learning skills and positive attitudes to utilize

their analytical mindset and abilities towards making meaningful contributions to society.

- To instill the entrepreneurial spirit among potential future business leaders.

Objectives of the Programme

- To impart knowledge which is global in perspective and local in relevance.
- To enhance the professional competencies and soft skills of the students.
- To develop a capacity to think, innovate and lead through linkages with industry and academia.
- To make students time and market relevant, competent, morally upright and socially responsible citizens.
- To enable the students to be able to serve in various sectors of trade, commerce and business.

Programme Highlights

- Conceptual and theoretical clarity about business, management and commerce
- Inculcating leadership skills
- Learning necessary computer skills
- Acquiring Business Communication Skills
- Developing Soft Skills
- Enhancing Ethical quotient
- Self-paced flexible learning opportunity
- MOOCs embedded in curriculum
- Becoming Industry ready
- Carving a Career Path in management and commerce

b) Relevance to HEI's Mission & Goals

The mission of the university is to impart skill-based education in different parts of the country and to provide access to different skill enhancing educational programmes at affordable cost to the disadvantaged and to provide the facility for lifelong learning to intending learners. This programme will give an opportunity to gain knowledge in the domain of business and commerce. Making education accessible to learners across the country, the programme will help create a cadre of qualified and industry-ready commerce professionals through online and distance education. The programme intends to achieve the objective of diversity and inclusion by providing access to learners across the country, irrespective of their backgrounds.

c) Nature of prospective target group of learners

The 10+2 qualified students may join this programme to enhance their employability in trade, commerce and industry. The working persons may take this programme for their vertical/ horizontal mobility in their workplace. The flexibility in the programme will enable any target audience to acquire the undergraduate degree.

The major prospective target group of learners includes

- Learners from different economic, social, cultural and geographical backgrounds
- Working professionals who are yet to acquire a formal degree
- Learners intending to acquire skills in management, business and commerce
- All learners who do not wish to attend formal education in regular mode
- Business persons who could not acquire an under-graduate degree
- Women, Minorities, differently – abled learners

d) Appropriateness for the programme to be conducted in OL mode to acquire specific skills and competence

The undergraduate degree in commerce is designed for the workforce of commerce and industry. The fresher and existing workforce can take advantage of the online learning platform and the distance education system to increase their skills and competence in this field without disturbing their work schedule. The self-learning material, videos and presentations embedded in the programme are designed in such a way that there is adequate focus on acquiring knowledge, ability enhancement and skill enhancement. Learners will become competent professionals with focus on their holistic development through Community Service and General Proficiency modules. The programme focusses on accounting, auditing, taxation and similar subjects to ensure a strong understanding of finance domain. Supplemented by MOOC courses, the learners have an added advantage of self-learning.

e) **Instructional Design**

Curriculum development plays a vital role in the development of quality of education. Keeping in view the norms of UGC, the University has ensured a robust Instructional Design to not only maintain high quality standards, but also to ensure learner employability.

Some of the key highlights of the Instructional Design of the B. Com Programme include-

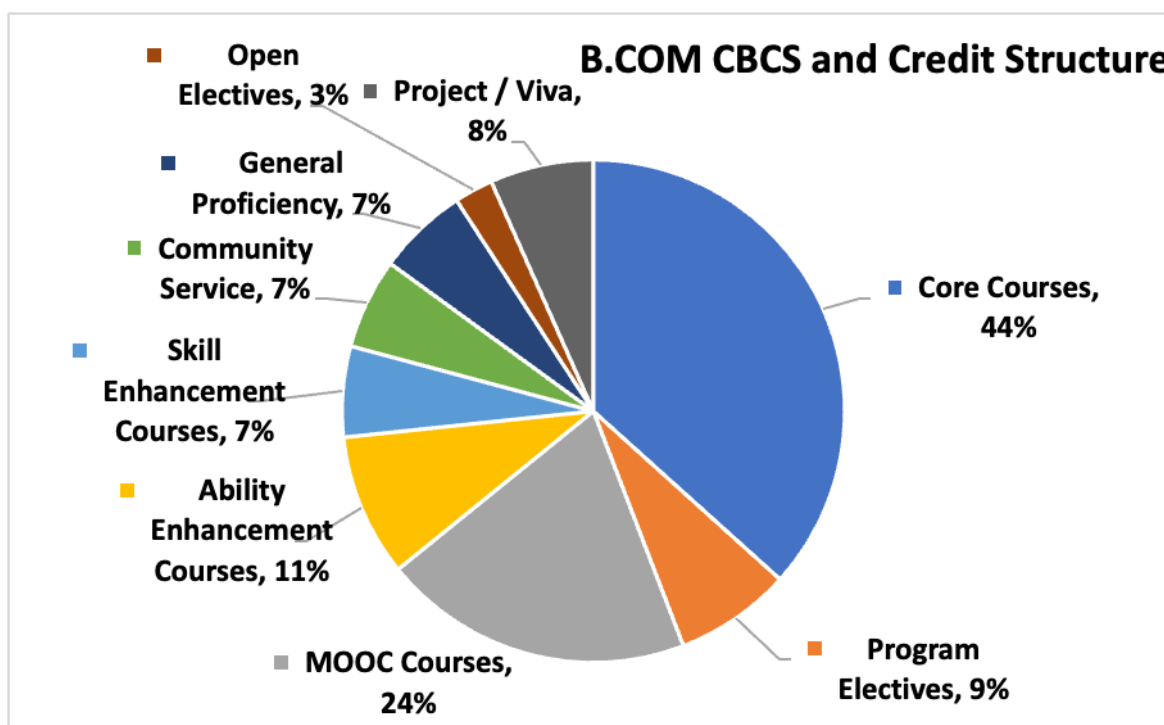
- **Well-Articulated:** Curriculum articulation has been adopted to avoid conflicts across the different areas. Development of a logical instruction flow from one year to the other is ensured.
- **Realistic Contents:** Contents are developed keeping in view of the contributions expected of a student in his career, along with the contemporary industry developments. Career roles with specific tasks, knowledge, skills, attitudes, and values, as required by the industry and society have been taken into consideration for the development of the curriculum.
- **Evaluation Consciousness:** The curriculum is developed keeping in view of evaluation consciousness. Simple, measurable, accurate and realistic curriculum is designed, which needs to be completed in the given time frame.
- **Employability:** The curriculum is developed to bridge the gap between academic knowledge and job market requirements at different levels and in different sectors.
- **Duration of the programme:** The duration of the programme is three academic years with a maximum period of N+2 for completing the course, N being the normal duration to complete the programme.
- **Faculty:** There are dedicated faculty members who are engaged as Course Coordinators and Course mentors for each course being offered in the programme. Core faculty in CDOE and required number of academic counselors as per UGC norms are dedicated to cater to the needs of the students.
- **Supporting Staff:** The university has employed a required number of supporting staff in the form of administrative clerks, assistants, and attendants in each department for effective and efficient performance. Further, there are required number of non-teaching employees to facilitate the student learners.
- **Instructional Delivery Mechanism:** The highly qualified faculty are equipped to deliver courses in both online and distance education mode. Self-learning material, videos, PPTs, case studies, assessments, quizzes etc. will enable learners to understand the concepts of each course well. A robust learning management system along with discussion forums, interactive sessions, counseling and mentoring sessions are embedded in the pedagogy to provide an effective delivery mechanism in the online mode. Academic team consisting of faculty, counselors are competent to deliver lectures and conduct counseling sessions. The University will have virtual classroom delivery mode as required.

- **Instructional Design:** The instructional design is aligned to the requirements of UGC. The curriculum is approved by the concerned bodies concerned such as Board of studies, Academic Council and is prepared keeping in view the relevant ordinance. The curriculum shall be revised periodically once in three years. Table 2 below gives the norms for delivery of each of the courses of B. Com programme through Online and Distance Learning Mode.

Table2: Program Delivery						
Details	Total Learning Hours	Total Counseling Sessions	Self-Learning Material	Credits	PPTs	Videos
Core Courses	120	12	4 Units X 20 Sub-units (Includes MOOCs)	3/4 Credits	20	20
Program / Open Electives	120	12	4 Units X 20 Sub-units (Includes MOOCs)	3/4 Credits	20	20
Skill Enhancement	120	12	4 Units X 20 Sub-units (Includes MOOCs)	3/4 Credits	20	20
Ability Enhancement	120	12	4 Units X 20 Sub-units (Includes MOOCs)	3/4 Credits	20	20

Figure 1 below indicates the overall credit distribution of the B. Com programme.

Figure 1: B. Com Programme and Overall Credit Distribution



The above distribution of courses indicates that the core domain courses are 44% while the other courses including MOOC (56%), embedded in the curriculum focus on their ability and skill development. In order to ensure all the learning outcomes are achieved by the end of the programme, this course provides for a major project and a comprehensive viva which are offered to the learner in the last semester. The endeavour is to make learners industry-ready and skilled to take up careers as professionals, entrepreneurs and business leaders.

The semester-wise detailed Three-Year Programme Structure with credit framework is given in the table 3 below.

There is a focus on Community Service and General Proficiency, which are unique features of our curriculum. The emphasis is on making students employable and socially responsible. The learning mechanism of these courses is very unique, and student learning is beyond the traditional L-T-P framework. Evaluation guidelines are very clearly articulated to enable students to achieve the learning outcomes.

Table 3: B.Com. Programme Structure

Total Credits- 120											
Duration – Three Years											
S. N.	New Proposed Course Code	Course Type	Course Title	Contact Sessions	L	T	P	Total Credits	Internal Marks (through Assignments /Online Test)	External Marks (End-semester Exam)	Total Marks
B. Com. Semester-I											
1	ODU-1000	Ability Enhancement	Business Communication – 1	120	4	0	0	4	30	70	100
2	ODU-1010	Core	Environmental Studies	120	3	0	0	3	30	70	100
3	ODM-1007	Core	Principles and Practices of Management	120	4	0	0	4	30	70	100
4	ODM-1010	Core	Statistics & Research Methodology-I	120	3	0	0	3	30	70	100
5	ODM-1003	Core	Financial Accounting	120	3	0	0	3	30	70	100
6	ODM-1005	Community Service	Community Service-1	120				3	30	70	100
B. Com. Semester-II											
1	ODU-1020	Ability Enhancement	Business Communication – 2	120	4	0	0	4	30	70	100
2	ODM-1012	Core	Business Laws	120	3	0	0	3	30	70	100
3	ODM-1020	Core	Statistics & Research Methodology - II	120	3	0	0	3	30	70	100
4	ODM-1004	Core	Financial Management	120	4	0	0	4	30	70	100
5	ODM-1006	Core	Principles of Economics	120	3	0	0	3	30	70	100
6	ODM-1008	General Proficiency	General Proficiency-1	120				3	30	70	100
Total Year I Credits								40			

B. Com. Semester-III											
S. N.	New Proposed Course Code	Course Type	Course Title	Contact Sessions	L	T	P	Total Credits	Internal Marks (through Assignments /Online Test)	External Marks (End-semester Exam)	Total Marks
1	ODM-2014	Core	Income Tax & Practice	120	4	0	0	4	30	70	100
2	ODM-2016	Core	Principles of Marketing	120	3	0	0	3	30	70	100
3	ODM-1009	Core	Introduction to Banking	120	3	0	0	3	30	70	100
4	ODM-2009	Core	Organizational Behavior	120	3	0	0	3	30	70	100
5	ODM-2007	Core	E-Commerce	120	4	0	0	4	30	70	100
6	ODM-2011	Community Service	Community Service-2	120				3	30	70	100
B. Com. Semester-IV											
1	ODU-2000	Ability Enhancement	Human Values & Professional Ethics	120	3	0	0	3	30	70	100
2	ODM-2002	Skill Enhancement	Computer Applications for Business	120	4	0	0	4	30	70	100
3	ODM-2000	Core	Entrepreneurship	120	4	0	0	4	30	70	100
4	ODM-2010	Core	Cost Accounting	120	3	0	0	3	30	70	100
5	ODM-2006	Core	Human Resource Management	120	3	0	0	3	30	70	100
6	ODM-2008	General Proficiency	General Proficiency-2	120				3	30	70	100
Total Year II Credits								40			
B. Com. Semester-V											

S. N.	New Proposed Course Code	Course Type	Course Title	Contact Sessions	L	T	P	Total Credits	Internal Marks (through Assignments /Online Test)	External Marks (End-semester Exam)	Total Marks
1	ODM-3001	Core	Business Policy and Strategic Management	120	4	0	0	4	30	70	100
2	ODM-3008	Core	Fundamentals of Auditing	120	4	0	0	4	30	70	100
3	-	Programme Elective	Programme Elective -1	120	3	0	0	3	30	70	100
4	-	Programme Elective	Programme Elective -2	120	3	0	0	3	30	70	100
5	-	Programme Elective	Programme Elective -3	120	3	0	0	3	30	70	100
6	ODM-3003	Community Service	Community Service-3	120				3	30	70	100
B. Com. Semester-VI											
1	ODM-3002	Project / Viva	Comprehensive Viva Voce	120	4	0	0	4	30	70	100
2	ODM-3004	Project / Viva	Major Project	120	0	0	4	4	30	70	100
3		Programme Elective	Programme Elective -4	120	3	0	0	3	30	70	100
4		Programme Elective	Programme Elective -5	120	3	0	0	3	30	70	100
5		Programme Elective	Programme Elective -6	120	3	0	0	3	30	70	100
6	ODM-3006	General Proficiency	General Proficiency-3	120				3	30	70	100
Total Year III Credits								40			
Total Programme Credits								120			

Table 4: B. Com Programme Electives		
S. N.	Course Code	Program Elective
Finance Electives		
1	ODM-3000	Corporate Accounting
2	ODM-3010	Management Accounting
3	ODM-3011	Security Analysis and Portfolio Management
4	ODM-3009	Behavioral and Personal Finance
5	ODM-3012	Introduction to Financial Institutions and Markets
6	ODM-3013	Management of Financial Services
7	ODM-3014	Money and Banking
8	ODM-3005	Micro Finance
HR Electives		
6	ODM-3015	Recruitment and Selection
7	ODM-3016	Performance and Competency Management
8	ODM-3017	Employee Training and Development
9	ODM-3018	Compensation and Reward Management
10	ODM-3019	Organization Change and Development
11	ODM-3021	Leadership
Marketing Electives		
12	ODM-3022	Customer Relationship Management
13	ODM-3023	Sales and Distribution
14	ODM-3024	Marketing of Services
15	ODM-3025	Retail management
16	ODM-3026	Integrated Marketing Communication
17	ODM-3027	Digital Marketing

Open Electives

Introduction to Industrial 4.0 and industrial IOT	Getting Started with Competitive Programming
Introduction to IOT	Wildlife Ecology
Joy of Computing using Python	Cryptography and Network Security
Problem Solving Through Programming In C	Ethical Hacking

This is a proposed list of Electives is a flexible basket from which students can chose basis their interest and career goals.

Procedure for Admission, Curriculum Transaction and Evaluation:

A. Admission

(a) Procedure

The University has adopted a transparent admission policy. All information relating to admissions, courses, curriculum would be displayed on the website of the university (www.ncuonline.edu.in) regularly. The admission norms prescribed by the UGC would be followed in its true spirit. The minimum eligibility for admission shall be as prescribed under the ordinances framed as per Haryana Private University Amendment Act, 2006. The admissions are done online. Fee remittance will also be done online. The Eligibility Criteria - 10+2 (in English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board.

(b) Academic Calendar

Programme delivery and activity planner with academic activities are provided in the prospectus, besides hosting the same on the website. The academic calendar of events will be notified well-in-advance on the website of the University. The sample Academic Calendar is given below for reference-

ACADEMIC CALENDAR				
	For ODD Semester		For Even Semester	
Name of the Activity	From (Month)	To (Month)	From (Month)	To (Month)
Admission	June	August	December	February
Distribution of SLM	July	August	January	February
Contact Programmes (Counselling, Practicals etc.)	September	November	March	May
Assignment Submission (if any)	September	November	March	May
Evaluation of Assignment	September	December	March	June
Examination	December	December	June	June
Declaration of Result	January	February	July	August
Re-registration	December	February	June	August

B. Curriculum Transaction

a. The details are given below-

- The study material prepared by the experts in the relevant subjects in print form and interactive mode are provided to the learners at the time of admission.
- A student programme guide containing detailed information about the programme is also provided to the learners at the time of admission.
- The curriculum of the programme is designed based on the discussions and opinion of peer group and industry resource persons.
- Curriculum matches with the guidelines of regulatory bodies in terms of credits.
- The Board of studies, Academic council and ordinances strengthen the curriculum.
- Delivery of lectures in the Personal Contact Programme (PCP) / counselling through face to face, videos, PPTs, e- counselling and audio-visual aids. The academic counselors deliver classroom lectures on the weekends for the distance education programme.

b. Evaluation Policy-

The academic assessment shall be based on the continuous assessment and end-semester examination. The details are given below-

- Continuous Assessment (CA) is the internal assessment comprises of assignments, quizzes, online tests, case analysis etc. that is conducted across the semester. It is given in details below-
Continuous Assessment (CA) = 30 Marks
Quizzes = 10 Marks
Assignment = 20 Marks
- Summative Assessment is the End Semester Examination (ESE) = 70 Marks
End Semester Examination - MCQs/Short Questions/Long Questions

Passing Criterion = 40 Marks (Overall)

Assessment Tools: Quizzes- MCQ / True-False /One word answer, Assignments - Case studies / Market Survey / Review Work / Numericals etc.

c. Notification-

The University would notify its admission policy, financial assistance, delivery of the programme, academic planning and other details on the website of the university for the information of the learners (www.ncuonline.edu.in).

d. Instructional delivery mechanisms-

The norms for delivery of courses is guided by UGC and amended from time to time. The schedule and other details of counselling sessions / personal contact programme will be notified by the university from time to time. The university would utilize audio visual resources for effectiveness of instructional materials and learning process.

e. Identification of media – print, video, online, computer aided, and student support service systems

Different interactive communication systems are identified and used to connect learners, resources, and instructors. The course material primarily in print, in the form of self-learning material, is provided to the learners in online and distance learning mode. The SLM are inter-alia self-explanatory, self-contained, self-directed at the learners, and amenable to self-evaluation, and enables the learners to acquire the prescribed level of learning in a course of study.

Learners will be provided with cognitive (academic), organizational, emotional and institutional support. Student support is done to develop a more effective learning and to overcome a problem which is inhibiting their progress. Cognitive support includes helping students to develop learning skills together with the important skills of assessment and feedback. Organizational support includes helping students with the management of their study time. Emotional support includes helping the students with motivating; developing self-confidence, managing the stress of learning will be extended, to ensure that there is no sense of isolation for the learners.

f. Requirement of the laboratory support and Library Resources-

Laboratory Support: A common laboratory facility has been provided for acquiring computer and soft skills.

Library Resources: The University provides library facilities in both traditional and digital mode, with proper security. A state of art library is in place in the University campus and a separate one is earmarked CDOE premises. The procedure of using the library is the same as in the conventional system.

g. Infrastructure Facilities available in the Institute-

The University has well- equipped laboratories; library; smart classrooms for conducting contact classes; ; IT labs; seminar halls for seminars/ workshops/ face-to-face discussions; guest house; canteen; gymnasium; auditorium for large gatherings etc.

h. Cost Estimate of the Programme and provisions-

The Proposed Programme Fee: Rs.16,000 per annum

Total Programme Fee (Proposed) = Rs.48,000/-

The above fees takes into account tuition fee, manpower cost (faculty and non-teaching staff), cost of study material, library facility, examination and evaluation costs, books and periodicals, postage and other overheads.

i. Quality assurance mechanism and expected programme outcomes-

The NorthCap University has established a Centre for Internal Quality Assurance (CIQA) to develop and put in place a comprehensive and dynamic internal quality assurance system. CIQA will ensure that the Programmes offered under distance and online education mode are being implemented with high standards and finest quality. To achieve this objective, a committee under CIQA is constituted to monitor the quality of course structure, credit framework, NEP compliance and the quality of video lectures and Self Learning Material (SLM) prepared for the B. Com programme before offered by Centre of Distance and Online Education (CDOE).

The main tasks of the Committee-

- a. Review of syllabus for changes and improvement
- b. Review of all self-learning material prepared for the learners and ensure minimum similarity
- c. Review of quality of all video lectures
- d. Overall check for the consistency in all the learning material prepared

The quality shall be maintained in the curriculum by taking the following measures:

- Formal feedback on SLM, Videos, PPT's, Case Studies, Quiz, Assignments contact classes/ counselling, examinations, student support service will be taken every year and utilized for the improvement.
- Board of Studies will review the curriculum and SLM from time to time.
- Academic peer suggestions for the improvement of SLM through reviews, workshops, seminars and conferences.

- Industry/ employers, professionals and others stakeholder suggestions will be taken
- Academic audit by inviting senior external experts

At the end of the three years of B. Com, the following objectives will be achieved-

Programme Educational Objective (PEOs)

1. Graduates can join professional career in fields of banking, finance service, research and consultancy in private as well as Govt. owned companies of repute in India and abroad.
2. Graduates can start their own business or join family business for growth and development
3. Graduates can pursue a relevant post-graduate study such as MBA, MBE, M. Com, MFC, CA, CS, ICWA and other professional courses.
4. Graduates will become informed and involved members of their communities, and socially responsible professionals.

Programme Outcomes (POs)

By the end of the B.Com programme, the students should be able to:

- Acquire basic knowledge of various disciplines in finance, economics, law, and management and to and apply the same to real business issues in a holistic manner. (Multidisciplinary Knowledge)
- Understand the basic concepts of finance and accounting that will help them to prepare and analyse various financial statements. (Finance and Accounts Application in Business)
- Understand the basic concepts of quantitative methods to apply in the study of other disciplines and prepare project reports. (Quantitative Application in Business)
- Understand the process of price and output decisions in product as well as factor market along with the behaviour of a consumer of spending his limited income to fulfil various needs. (Microeconomics)
- Understand the basic concepts of macro and monetary economics relevant to business decision. (Macro and Monetary Economics).
- Acquire the basic legal knowledge related the various business operations. (Law in Business)
- Understand the basic management functions and fundamentals of business management. (Basics Business Management)
- Understand various environmental problems and their impact on society and business. (Environmental Study)

- Demonstrate IT knowledge and skills for efficient and effective business processes and develop innovative methods of applying IT and e-commerce for competitive advantage. (IT proficiency)
- Demonstrate ethical conduct in personal and professional decisions and of business and an appreciation of the significance of business ethics and social responsibility in the decision-making process. (Ethics & Social Responsibility)
- Start their own business ventures or demonstrate their entrepreneurial capabilities for their employer organization. (Entrepreneurship)
- Develop expertise in a specific domain of business operations for further specialization. (Specialization)

Programme Specific Outcomes

- Ability to comprehend basic subjects of Commerce like Accounting, Finance and specialized knowledge in direct Tax, Indirect Tax, banking, entrepreneurship and creative thinking and negotiation skills etc. in line with market requirement to assimilate technological advancements for analyzing and designing systems and processes to arrive at the solution of real-world problems.
- Acquire problem solving, research, professional, competitive skills, exhibit skills like Empathy, EQ, Managerial & Inter-Personnel Skills and evolve strategies for work in teams for effectively using software of accounting, interpreting, analyzing financial statements pertinent to research and industry practices in the field accounting and finance.
- Ability to make use of acquired theoretical and technical knowledge, understanding of social cues, develop ethical practices and imbibe values for better corporate governance, understanding of sustainability related concerns, the ecosystem of start up in the country, develop right blend of aptitude and attitude leading to holistic development of individual conscious to create opportunities for premium jobs in public and private banking area, MNCs, higher education, become a successful entrepreneur and a worthy global citizen.

Open Electives

The Programme has been structured in accordance with Choice Based Credit System (CBCS). The programme includes core, program and open elective courses offering students the opportunities to explore areas of research and study that lie outside the domain of management and business courses.

Submitted by

**Department of Business Studies
Centre of Distance and Online Education
The NorthCap University
Gurugram - 122 017, Haryana
India**

**Annexures:
Faculty Details
Course Booklet with Syllabus**

Annexure - Faculty Details

B.Com. Program Structure		
Course Code	Course Title	Faculty Name
B. Com. Semester-I		
ODU-1000	Business Communication - 1	Dr Chetna Karnani
ODU-1010	Environmental Studies	Dr Bharti/Dr Aditiya
ODM-1007	Principles and Practices of Management	Dr Parul
ODM-1010	Statistics & Research Methodology-I	Dr Priyanka Banerji
ODM-1003	Financial Accounting	Dr Neha/Dr Renu
ODM-1005	Community Service-1	Dr Seep Sethi
B. Com. Semester-II		
ODU-1020	Business Communication - 2	Dr Payal Khurana
ODM-1012	Business Laws	Kanika Kaushik
ODM-1020	Statistics & Research Methodology-II	Dr Priyanka Banerji
ODM-1004	Financial Management	Dr Preeti Chawla
ODM-1006	Principles of Economics	Dr Meenakshi Bisla
ODM-1008	General Proficiency-1	Ms Shikha Yadav
B. Com. Semester-III		
ODM-2014	Income Tax & Practice	Dr Ashima Saxena
ODM-2016	Principles of Marketing	Dr Chand/Dr Amit
ODM-1009	Introduction to Banking	Dr Akasha Sandhu
ODM-2009	Organisational Behaviour	Dr Seep/Dr Saumya
ODM-2007	E- Commerce	Dr Akshat Aditya Rao
ODM-2011	Community Service-2	Dr Seep Sethi
B. Com. Semester-IV		
ODU-2000	Human Values & Professional Ethics	Ms Tulika Mahapatra
ODM-2002	Computer Applications for Business	Mr. Anand Sehgal / Ms Swati Gupta/ Ms. Sonal Saurabh
ODM-2000	Entrepreneurship	SWAYAM MOOC
ODM-2010	Cost Accounting	Dr Preeti Chawla
ODM-2006	Human Resource Management	Dr Seep/Dr Saumya
ODM-2008	General Proficiency-2	Ms Shikha Yadav
B. Com. Semester-V		
ODM-2018	Business Policy and Strategy	Dr Akshat Aditya Rao
ODM-2013	Fundamentals of Auditing	Dr Ashima Saxena
-	Program Elective-1	
-	Program Elective-2	
-	Program Elective-3	

ODM-3003	Community Service-3	Ms Shikha Yadav
B. Com. Semester-VI		
ODM-3002	Comprehensive Viva Voce	
ODM-3004	Major Project	
ODM-3006	General Proficiency-3	Ms. Shikha Yadav
-	Program Elective-4	
-	Program Elective-5	
-	Program Elective-6	