

Course Number: BAM101, Course Title: BUSINESS ORGANISATION

Class: B.Com., Status of Course: MAJOR COURSE, Approved since session: 2008-09

Total Credits:3, Periods(55 mts. each)/week:5(L-5+T-0+P/S-0), Min.pds./sem.:65

UNIT 1: INTRODUCTION [15 pds]

Nature, Importance & characteristics of Business, Meaning & Importance of Business Organisation, Changing views of Business objectives, Social responsibilities of Business-Indian Scenario, Business ethics.

UNIT 2: FORMS OF BUSINESS [15 pds]

Sole-Proprietorship, Partnership, Co-operative Societies, Joint Stock Companies-Formation & Management.

UNIT 3: LOCALISATION OF BUSINESS & BUSINESS COMBINATIONS [10 pds]

Theories of Localisation & Factors effecting Localisation, Scale of operations & Size of Business firm, Meaning & types of Business Combinations.

UNIT 4: PRODUCTION & BUSINESS FINANCE [10 pds]

Meaning, Factors of production, Scale & types of Production (Job, Batch & Mass production), Financing of Business, Sources of Finance & Study of Financial Institutions.

UNIT 5: STOCK & COMMODITY EXCHANGE [15 pds]

Stock Exchange-Meaning, Function & Importance, Working of Securities Exchange Board of India (SEBI), Commodity Exchange.

SUGGESTED READINGS:

Jagdish Prakash: BUSINESS ORGANISATION AND MANAGEMENT

CB Gupta: BUSINESS ORGANISATION

SA Sharlekar: MODERN BUSINESS ORGANISATION & MANAGEMENT

YK Bhushan & GL Tayal: BUSINESS ORGANISATION & MANAGEMENT

RC Agarwal: BUSINESS ORGANISATION & MANAGEMENT (HINDI)

MC Shukla: BUSINESS ORGANISATION & MANAGEMENT (HINDI)