



RKDF UNIVERSITY RANCHI

MASTER OF BUSINESS ADMINISTRATION (MBA)-FINANCIAL MARKETS & FINANCE

First Year

Semester I

Subject Title	Subject Code
MANAGEMENT CONCEPTS & PRACTICES	MBA-101

Unit-I

Management- Objective, Overview Process, Functions, Scope and Roles, Nature and Significance of Management.

Unit-II

Evolution of Management thought, Taylor, Fayol, Elton Mayo, FC Bemard, Likert and Webber (Theories of Management): Recent trends and Future Challenges of Management.

Unit – III

Planning- Concept, Importance, Types and Process, Strategic Management Overview and Process; MBO, MBE: Decision Making Concept, Process, Types, Techniques and Importance.

Unit-IV

Organizing- Principles, Structure, Process, Importance: Organizational design: Departmentation: Span of Control; Delegation; Decentralization Staffing- Meaning, Scope, Features, Steps and Process

Unit-V

Directing and Controlling- Motivation, Morale and Productivity, Leadership, Communication (Organizational): Controlling- Nature: Process and Techniques, Coordination

BOOKS RECOMMENDED:

1. Koontz O Donnel, Principal of Management
2. Stonier. J. Management. Prentice Hall of India. 1996
3. Gupta, Sharma and Bhalla: Principal and Practices of Management, Kalyani Publication.
4. Rao and Krishna: Management Text and Cases, Excel Books.



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Semester I

Subject Title	Subject Code
BUSINESS STATISTICS	MBA-102

Unit-I

Statistical basic of management decision: Frequency distribution and graphic representation of frequency distribution, Measures of Central Tendency- Mean, Median, Mode, Requisite of ideal measures of Central techniques, Merits, Domestic of Mean, Median Mode and their managerial application.

Unit-II

Dispersion Measures of dispersion range, Q.D., M.D., S.D., coefficient of variation, skew ness, kurtosis

Unit-III

Theory of Probability and probability distribution- Mathematical probability, Trail and event, sample space, Simple problem based on sample space, Binominal, Poisson, Normal distribution and their application in business decision making

Unit-IV

Correlation and regression analysis- Karl Pearson's coefficient of correlation, rank correlation, repeated ranks, spears man's rank correlation, regression equation, Regression coefficient, Time Series analysis and forecasting

Unit-V

Sampling and Sample Tests- Purposive sampling, Random Sampling, Null- hypothesis, Alternative hypothesis, Chi- square test of goodness of fit and t- test for difference of Means and Application of these tests in management



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BOOKS RECOMMENDED:

1. Gupta, S.P. and Gupta M.P. "Business Statistics". New Delhi, Sultan Chand, 1997.
2. Levin Richard I and Rubin David S. "Statistics for Management". New Jersey, Prentice Hall Inc., 1995

First Year

Semester I

Subject Title	Subject Code
MANAGERIAL ECONOMICS	MBA-103

Unit-I

Concepts and Techniques- Nature and Scope of managerial Economics, Application of Economics in Managerial Decision Making- Marginal Analysis; Theory of Demand- demand functions, income and substitution effects, demand forecasting

Unit-II

Production and Cost- returns to scale, cost curves, break even analysis; economics of Scale, Theory of firm- profit maximization, sales maximization

Unit-III

Market Structure- Price and output decision under different market structures, price discrimination, non- price completion

Unit-IV

Macro Economics- Aggregates and Concepts GNP and GDP, Concept and Measurement of National Income: Determination of National Income

Unit-V

Money Supply and Monetary Policy, Fiscal Policy: Aggregate Consumption- Gross Domestic Savings, Gross Domestic Capital Formation- WPI, CPI and Inflation. Consumption Function



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BOOKS RECOMMENDED:

1. Adhikary, M. "Business Economics", New Delhi, Excel Books, 2000
2. Chopra, O.P. "Managerial Economics". New Delhi Tata McGraw Hill 1985
3. Divedi D.N., "Managerial Economics", Vikas Publication.
4. Varshney R.L. & Maherhwari R.L., "Managerial Economics".
5. Koutsoyiannis, A. "Modern Micro- Economics", New York, Macmillan, 1991

First Year

Semester I

Subject Title	Subject Code
BUSINESS COMMUNICATION - I	MBA-104

Unit-I

Meaning, nature, needs, types of communication: Oral Written & non verbal, Upward, Downward & Lateral, Theories of Communication, Process of Communication, Barriers to Effective Communication

Unit-II

Writing Strategies: Letter Writing, types of business letter, Do's and Don'ts of business letter, Business Memos, resume writing, Essentials of resume writing, Importance of resume and covering letter

Unit-III

Communication for employment: Strategies to develop effective communication skills, Speeches, public Speaking, Interviews, Group Discussion, Conference, Effective Listening, and Grapevine Communication

Unit-IV

Types of Non Verbal Communication: meaning and importance Kinesics, Proxemics, Chronemics, Paralanguage and Artifacts, Business etiquettes: Dressing & Grooming, Business Meals, Table Manners

Unit-V



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Report Writing: Types and structure of reports, Drafting of reports, Introduction to electronic communication, designing and delivering business presentation

BOOKS RECOMMENDED:

1. Rodriques, M.V., Effective Business Communication, Concept Publishing Company, Delhi, 2003
2. Rayudo, C.S., Communication, Himalaya Publishing House, Delhi 2008.
3. Sinha, K.K., Business Communication, Galgoita Publishing Company, New Delhi, 2006
4. Raymond V. Lesikar, John D. Pettit, Jr, Business Communication- Theory and Application, AITBS Publishers & Distribution, Delhi, 1999
5. Herta A. Murphy, Herbert W. Hildebrandt, Jane P. Thomas, Effective Business Communication, Tata McGraw- Hill Publishing Company Limited, New Delhi- 2008

First Year

Semester I

Subject Title	Subject Code
ORGANIZATIONAL BEHAVIOR	MBA-105

Unit-I

Understanding Organizational behavior: Levels of analysis within OB- individual, group and organization; challenges and opportunities for OB; relationship of OB with other fields

Unit-II

Foundation of individual behavior; learning theories; Perception: factors influencing Perception; Personality, Attitudes, Job satisfaction and Values

Unit-III

Motivation: concept and process; Motivation theories; Maslow, McGregor, Herzberg, Alderfor's, Vroom, Porter & Lawler and Equity theory; Motivating employee techniques; Group: nature, functions & development

Unit-IV

Organizational Change: Forces for change; Resistance to change; Managing change; Stress; Concept, Sources of Stress, Consequences, Management of Stress; Burnout: Causes and Handling of Burnout; Managing diversity in organization



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Unit-V

Organization structure – Formation – Groups in organizations – Influence – Group dynamics – Emergence of informal leaders and working norms – Group decision making techniques – **Team building** - Interpersonal relations – Communication – Control

BOOKS RECOMMENDED:

1. Baron, R.A. and Greenberg, J (Behaviour in organization. Pearson India).
2. Luthans, F., “Organizational Behavior”, 7th ed. New York, McGraw Hill 1995.
3. Chandan, J., “Organizational Behavior”, Vikas Publishing House Pvt. Ltd.
4. Udai Pareek, “Organizational Behavior”, Oxford University Press, 2004
5. Robbins, S.P., Judge, T.A. and Sanghi, S. (2007). Organizational Behavior Delhi: Pearson Education

First Year

Semester I

Subject Title	Subject Code
ACCOUNTING FOR MANAGERS	MBA-106

Unit-I

Financial Accounting- Concept, Importance and Scope, Principles, Double Entry, Ledger Accounting, Preparation of Trial Balance

Unit-II

Preparation of Financial Statements- Profit and Loss Account and Balance Sheet; Depreciation Accounting

Unit-III

Financial Statement analysis- Comparative Statement; Common Size Statements; Ratio analysis, Cash flow and fund flow analysis

Unit-IV

Management Accounting- concept; Needs, Importance; Cost Accounting- Records and Processes, Inventory Valuation, Reconciliation between Financial and Cost Accounts



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MASTER OF BUSINESS ADMINISTRATION (MBA)-FINANCIAL MARKETS & FINANCE

Unit-V

Costing for Decision- Making, Marginal Costing and Absorption Costing

BOOKS RECOMMENDED:

1. Anthony R n and Reece, J.S. “Accounting Principles”, 6th ed. Homewood, Illinois Richard D, Irwin, 1995.
2. Bhattacharya S.K and Dearden J. “Accounting for Management”. Text and Cases. New Delhi, Vikas 1996.
3. Sharma & Gupta, “Management Accounting” Kalyani Publication.
4. Pandey I.M., “Management Accounting”, Vikas Publication.

Second Year

Semester II

Subject Title	Subject Code
INTERNATIONAL BUSINESS ENVIRONMENT	MBA-201

Unit-I

International Business: An Overview- Types of International Business: The External Environment. The Economic and Political Environment, The Human Cultural Environment

Unit-II

Balance of Payments, WTO and its importance for Indian Business, International Monetary Fund (IMF), World Bank (IBRD).

Unit-III

Exchange rate determination, Fixed and Flexible exchange rate, Convertibility of Rupee and its implication, foreign Institutional Investors (FII), Foreign Direct Investment (FDI), Euro-Currency

Unit-IV



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Regional Blocks: Internationalization of Service Firms, Export Management; Joint Ventures and Global Competitiveness

Unit-V

Globalization and Human Resource Development; Globalization with Social Responsibility

BOOKS RECOMMENDED:

1. Alowrth, Julian S. The Finance, Investment and Taxation Decisions of Multinational London, Basil Blackwell 1988
2. Bhalla, V.K. and S. Shivaramu, International Business Environmental and Business New Delhi, Anmil 1995
3. Bhalla, V.K. International Economy, Liberalisation Process, New Delhi, Anmol, 1993
4. Daniel, John D and Radebangh, Lee H International Business 5th ed., New York, Addison Wesley, 1989

Second Year

Semester II

Subject Title	Subject Code
HUMAN RESOURCE MANAGEMENT	MBA-202

Unit-I

Concepts and Perspectives on Human Resource Management; Human Resource Management in a changing Environment; Corporate Objective and Human Resource Planning

Unit-II

Career and Succession Planning; Job Analysis and Role Description; Methods of Manpower Search; Attracting and Selecting Human Resources

Unit-III

Induction and Socialization; Manpower Training and Development

Unit-IV



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Performance Appraisal and Potential Evaluation; Job Evaluation & Wage Determination

Unit-V

Overview of Industrial Relation, Trade Union, Collective Bargaining, Industrial dispute Act 1947

BOOKS RECOMMENDED:

1. Aswathappa, K. "Human Resource and Personnel Management", Tata McGraw- Hill, New Delhi- 1997
2. Edwin B. Flippo, "Personnel Management", New York Mc Grew Hill Book Company, International Edition, 1984
3. Monappa, A & Saiyadain M. "Personnel Management", 2nd Ed., New Delhi, Tata McGraw- Hill, 1966
4. Pattnayak, "Human Resource Management", Prentice Hall of India.
5. Mamoria C.B., "Personnel Management", Himalaya Publication.
6. R.S. Dwivedi, "Managing Human Resource", Galgotia Publishing Ltd

Second Year

Semester II

Subject Title	Subject Code
FINANCIAL MANAGEMENT	MBA-203

Unit-I

Aims and Objectives of Financial Management; Du Pont Analysis, Economic Value Added, Cost Volume Profit Analysis

Unit-II

Instruments of Long Term Finance, Share Capital, Debentures/ Bonds, Hybrid Instruments, Venture Capital, Time Value of Money, Operating Leverage Financial Leverage & Combined Leverage



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Unit-III

Cost of Different sources of Raising Capital, Weighted Average cost of Capital; Capital Structure, Theories and Optimum Capital Structure

Unit-IV

Capital Budgeting, Methods of Capital Budgeting- Traditional Methods, Pay Back Period, ARR, Discounted Cash Flows, NPV, IRR, Profitability Index

Unit-V

Management of Working Capital- Cash Receivables and Inventory management. Internal Financing and dividend Policy

BOOKS RECOMMENDED:

1. Hampton, John, "Financial Decision Making", Englewood Cliffs, New Jersey, Prentice Hall Inc. 1997
2. Van Home, James C. "Financial Management and Policy", 10th ed, New Delhi, Prentice Hall of India, 1997
3. Pandey I.M., "Financial Management", Vikas Publication.
4. Khan & Jain, "Financial Management", Tata Mc Graw Hill.
5. Sharma & Gupta, "Financial Management", Kalyani Publication

Second Year

Semester II

Subject Title	Subject Code
MARKETING MANAGEMENT	MBA-204

Unit-I

Nature and scope of marketing, Corporate orientations towards the marketplace. The Marketing Environment and Environment Scanning

Unit-II

Marketing information system and Marketing research, Understanding consumer and Industrial markets, market segmentation, Targeting and positioning



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Unit-III

Product decisions, product mix, product life cycle, new product development, branding and packaging decisions, Pricing methods and strategies, Promotion decision- promotion mix, advertising, sales promotion, publicity and personal selling

Unit-IV

Channel management- selection, co-operation and conflict management, vertical marketing implementation and systems, Organizing and implementing Marketing in the organization

Unit-V

Evaluation and control of marketing efforts; New issues in marketing- Globalization, Consumerism, Green marketing, Legal issues

BOOKS RECOMMENDED:

1. Enis, B.M. "Marketing Classics: A Selection of Influential Articles", New York, McGraw Hill, 1991.
2. Kotler, Philip and Armstrong, G. "Principles of Marketing", New Delhi, Prentice Hall of India, 1997
3. Kotler, Philip, "Marketing Management Analysis, Planning, Implementation and Control", New Delhi, Prentice Hall of India 1994
4. Ramaswamy, V.S and Namakumari, S. "Marketing Management Planning Control", New Delhi, MacMillan, 1990

Second Year

Semester II

Subject Title	Subject Code
RESEARCH METHODOLOGY	MBA-205

Unit-I



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Introduction to Research Methodology- Meaning, Objectives, Significance of Research in Management; Importance and scope of Research Methodology

Unit-II

Research Process- Defining Research Problem; Setting of Hypothesis; Research Design- Exploratory, Descriptive and Experimental Research Designs

Unit-III

Sampling Design- Steps in Sampling Design; Criteria of Selecting a Sampling Procedure, Characteristics of Good Sample Design; Types of Sample Design

Unit-IV

Data Collection- Primary and Secondary data; Observational and Survey Methods; Questionnaire Design; Processing of Data- Editing, Coding, Classification, Field Work and Tabulation of Data

Unit-V

Analysis and Report Writing- Selection of Appropriate Statistical Techniques; Parametric Test for hypothesis testing- t- test, Chi- Square test; Characteristics of Non Parametric Test; One-way ANOVA; Report Writing

BOOKS RECOMMENDED:

1. Gupta, S.P. "Statistical Methods", 30th ed., Sultan Chand, New Delhi- 2001
2. Golden, Biddle, Koren and Karen D. Locke; "Composing Qualitative Research", Sage Pub. 1997
3. Kothari C.R., "Research Methodology", Wishwa Prakashan.
4. Dwivedi R.S., "Research Methods in Behavioural Sciences", Macmillan.

Second Year

Semester II

Subject Title	Subject Code
BUSINESS COMMUNICATION - II	MBA-206



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General Business Communication, Speaking Skills, Group discussions, Debates, Extempore, Presentation skills etc. based on theoretical and practical teaching or according to faculty.



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Second Year

Semester III

Subject Title	Subject Code
Business Policy & Strategic Management	MBA-301

Objective: The objective of this course is to develop a holistic perspective of enterprise, and critical analysis from the point of view of general management.

UNIT-I

Business Policy as a field of study: Genesis and importance of Business Policy; Vision, Mission, Objectives and policies; General Management point of view: Strategic Decision making and Role of Strategist in Strategic Management.

UNIT-II

Environmental Analysis and Internal Analysis; SWOT Analysis; Industry Analysis; Concept of value chain, Strategic profile of a firm: case study method.

UNIT-III

Competitive Analysis: Framework for analyzing competition, competitive advantage of a firm; Strategic Planning: Formulation of Strategies,

UNIT-IV

Strategic Choice and Implementation: Tools and techniques for Strategic Analysis; Impact Matrix, The experience Curve, BCG Matrix, GEC Model.

UNIT-V

Industrial Analysis Concept of Value Chain, Strategic Profile of a firm, Framework for Analyzing competition, competitive Advantage of a firm.

Books Recommended:

1. Ansoff, H Igor, Implanting Strategic Management Englewood Cliffs, New Jersey, Prentice Hall Inc., 1984
2. Budhiraja; S B and Athereya, M B. Cases in Strategic Management New Delhi, Tata MaGraw Hill, 1996
3. Christensen, C. R. etc. Business Policy; Text and Cases, 6th ed., Homewood Illinois, Richard D. Irwin, 1987
4. Glueck, Willam F. Strategic Management and Business Policy, 3rd ed New York, McGraw Hill, 1988



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Second Year

Semester III

Subject Title	Subject Code
Summer Training Project	MBA-361

Students are supposed to undergo Summer Internship of 8weeks from any organization of good repute. The Summer Internship will be of 8 Credits .It will carry 100 Marks which will be based on Viva and Project presentation with 4 hardcopies submitted to the panel.

Sub.Code	Subject	Duration	Credits	Total Marks
MBA-361	Summer internship	8 Weeks	8	100



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Second Year

Semester III

(Specialization in Financial Management)

Subject Title	Subject Code
Security Analysis and Investment Management	MBA-303A

Objective: The objective of this course is to impart knowledge to students regarding the theory and practice of Security Analysis and Investment Decision Making Process.

UNIT-I

Investment- Return and Risk; Operations of Indian Stock Market; New Issue Market; Listing of Securities; Cost of Investing in Securities; Mechanics of Investing; Markets and Brokers.

UNIT-II

Investment Companies; Market Indices and Return; Security Credit Ratings; Objectives of Security Analysis; Investment Alternatives; Valuation Theories of Fixed and Variable Income Security.

UNIT-III

The Return to Risk and the Investment Decision; Government Securities; Non Security Forms of Investment; Real Estate Investment; Instruments of the Money Market.

UNIT-IV

Stock Market Analysis- Fundamental and Technical Approach, Efficient Market Theory, Recent Developments in the Indian Stock Market

UNIT-V

Meaning of Investment, nature scope and types of investment.

Books Recommended :

1. Amling, Frederic. Investment. Englewood Cliffs, New Jersey, Prentice Hall Inc. 1983.
2. Bhalla, V. K. Investment Management; Security Analysis and Portfolio Management., 8th ed., New Delhi, S. Chand, 2001.
3. Fischer, Donald E. and Jordan, Ronald J. Security Analysis and Portfolio Management. 6th ed., New Delhi, Prentice Hall of India, 1995.



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4. Fuller, Ressel J. and Farrell, James L. Modern Investment and Security Analysis, New York, McGraw Hill, 1993.
5. Haugen, Robert H. Modern Investment Theory. Englewood Cliffs, New Jersey, Prentice Hall Inc. 1987.

Second Year

Semester III

(Specialization in Financial Management)

Subject Title	Subject Code
Working Capital Management	MBA-303B

Objectives: The objective of the course is to acquaint the students with the importance of the working capital and the techniques used for effective working capital management.

Course Contents

Unit-1

Concept of Working Capital Management, Importance of Working Capital, Kinds of Working Capital, Factors Determining Working Capital, Estimating Working Capital Requirements;

Unit-2

Management of Cash -Motives for Holding Cash and marketable securities; Cash System, Managing the Cash Flows. Cash Concentration Strategies, Disbursement tools,

Unit-3

Investment in Marketable Securities; Forecasting Cash Flows; Managing Corporate Liquidity and Financial Flexibility; Measures of Liquidity, Determining the Optimum Level of Cash Balances – Baumol Model, Beranek Model, Miller— Or Model, Stone Model;

Unit-4

Receivable Management- Determining the appropriate Receivable Policy, Marginal Analysis, Credit Analysis and Decision, Sequential Decision of analysis, Inventory Management-kinds of Inventories, Benefits and Costs of Holding Inventories, Inventory

Unit-5

Management and Valuation. Inventory Control Models, Short-term financing; Programming Working Capital Management; Integrating Working Capital and Capital Investment Processes.

Books Recommended:



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1. Bhalla, I V K, : Working Capital Management, Text and Cases, 4th ed. Delhi, Anmol, 2001.
2. Hampton J. J. and C. L : Wagner Working Capital Management, John Wiley & Sons, 1989.
3. Mannes, T.S. and J.T. Zietlow : Short-tens Financial Management, West Pub. Co., 1993.
4. Scherr, F.C. Modern Working Capital Management, Prentice Hall, 1989.

Second Year

Semester III

(Specialization in Financial Management)

Subject Title	Subject Code
Commercial Banking	MBA-303C

Objectives: The objective of the course is to acquaint the students with the importance and function of commercial Bank operation techniques used for effective Commercial Banking.

Course Contents

UNIT-I

Indian Financial System: An Overview

UNIT-II

Indian Banking System ,Banking Structure in India , Evaluation of the Banking System and Future Trends

UNIT -III

Analysis of the Banking Structure and Performance Measurement z Interpreting Bank Balance Sheet and Income Expenditure Statements,Financial Statement Analysis and Bank Performance Measurement , CAR, NPA, Liquidity Ratios, Structural Ratios and Profitability Ratios

UNIT-IV

Banking Regulations ,Control of the Banking Sector by the RBI |,CRR, SLR, CRAR and Income Recognition Norms, Provision for NPAs.

UNIT -V



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Management of Banking Organisation , Loan Management , Investment Management , Liquidity Management , Profit and Growth Management ,Asset Liability Management Using traditional GAP and Modern Techniques

UNIT-VI Mergers and Acquisition, Bancassurance and Universal Banking , Opportunity for Strengthening the Banking Organisation .

Books Recommended:

1. P.Vasan Thakur, Banking & Negotiable instruments Law & Practices.

2. [Suresh Padmalatha](#) (Author), [Paul Justin](#) (Author), Management of Banking and Financial Services | Fourth Edition | By Pearson Paperback – 23 October 2017.

Second Year

Semester III

(Specialization in Financial Management)

Subject Title	Subject Code
Financial Markets	MBA-303D

Objectives: The objective of the course is to acquaint the students with the importance and function of SEBI, Capital Market used for effective Financial Market.

Course Contents

UNIT 1. Financial Markets

Introduction, Government Economic Philosophy and Financial Market ,Structure of Financial Market in India

UNIT 2. Capital Market -Capital Market Theory

Introduction, Concept, Role, Importance, Evolution in India, etc. | Critical Evaluation of the Development | Future Trends

UNIT-3 Primary Market System and Regulations in India

Types of firm's Interface with Investors , Types of Scripts | Issue of Capital: Process, Regulations, Legalities, Pricing of Issue, Methods of Issue, Book-building, Road-show, Intermediaries in Issue Management ,Managing Shareholder Relations ,Primary Market Intermediaries: Commercial Banks, Development Banks, Custodians, Merchant Bankers, Issue Managers, Rating Agencies, etc.

UNIT-4 Secondary Market System and Regulations in India



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Stock Exchanges in India: History and development and importance , Listing of Scripts , On-line Trading | Depositories: Growth, Development, Regulation, Mechanism , OTC Exchange | Stock Exchange Mechanism: Trading, Settlement, Risk Management,. Players on Stock Exchange: Investors, Speculators, Market Makers, Bulls, Bears, Stags

UNIT-5| Stock Exchange Regulations

Stock Exchange Board, Stock Indices, Role of FIIs, MFs and Investment Bankers, Regulations and Regulatory Agencies (Primarily SEBI) , For Primary Markets, For Secondary Markets

Books Recommended:

1. [Marc Levinson](#) (Author)The Economist Guide To Financial Markets 7th Edition: Why they exist and how they work (Economist Guides) Paperback – 19 July 2018.
2. John Tennent, The Economist Guide to Financial Management: Understand and improve the bottom line Paperback – 31 March 2018

Second Year

Semester IV

Subject Title	Subject Code
Business legislation	MBA-401

Objective:

The objective of this course is to impart knowledge to students regarding the theory and practice of Security Analysis and Investment Decision Making Process.

UNIT-I

The Indian Contract Act. 1872: Essentials of a Valid Contract. Void Agreements. Performance of Contracts. Breach of Contract and its Remedies. Quasi-Contracts. The Sale of Goods Act, 1930: Formation of a Contract. Rights of an Unpaid Seller.

UNIT-II

The Negotiable Instruments Act, 1881: Nature and Types Negotiation and Assignment . Holder-in-Due Course, Dishonor and Discharge of a Negotiable Instrument Arbitration.

UNIT-III

The Companies Act. 1956; Nature and Types of Companies. Formation. Memorandum and Articles of Associations Prospectus Allotment of Shares, Shares and Capital. Membership. Borrowing Powers.

UNIT-IV

Management and Meetings, Accounts and Audit. Compromise Arrangements and



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Reconstruction. Prevention of Oppression and Mismanagement. Winding Up.; Consumer Protection Act and Cyber Laws.

UNIT-V

Basic provisions of pollution control, environment protection and intellectual property rights. Laws related to mergers & acquisitions in view of the multinational companies operating in India.

Books Recommended:

1. Avtar Singh. Company Law, 11th ed. Lucknow, Eastern, 19996.
2. Khergamwala, J. S. The Negotiable Instrument Acts, Bombay, N.M. Tripathi, 1980.
3. Remaiya, A. Guide to the Companies Act. Nagpur, Wadhwa, 1992.
4. Shah, S.M. Lectures on Company Law, Bombay, N.M. Trhpathi 1990.
5. Tuteja, S.K. Business Law for Managers. New Delhi Sutan Chand, 1998.
6. S.K.Mishra Labour & Industrial Law of India; Allahbad Law Agency 2007

Second Year

Semester IV

Subject Title	Subject Code
Management Information System & Decision Support System	MBA-406

Unit-I

Information System in Business Introduction to Information System; System Concepts; System & Sub System; System Feed back; Types of Information System; Applications; System Development Life Cycle (SDLC).

Unit-II

Managing Data Resources Introduction; Organizing Data in a Traditional File Environment; Data Base Management System; Data Base Environment; The range of Data Base Applications; Integration of Information; Role of Enterprise Resource Planning (ERP); Customer Relationship Management; Work Group Integration; Integration of Different Systems; Information System Organizations & Business Processes.

Unit-III

Management of Information Systems, Technology, and Strategy The Technology: Computer and Computer Processing; Role of Information Technology in Organization; Information System and Strategy; Strategic Analysis.

Unit-IV

Electronic Communication System Electronic Conference; Electronic Meeting Systems;



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Electronic Discussions; Electronic Publishing; Introduction to Networks; Network Basics; LAN Basics; Internet Working; ISDN Basics; Network Management.

Unit-V

Business Telecommunications Telecommunication and Network; The Internet and World Wide Web (WWW); E Business; Applications on E-Business; Transaction Process System (TPS); Operational Information Systems.

Books Recommended:

1. Management Information Systems by Jaiswal and Mittal, Oxford University Press
2. Decision Support Systems and Intelligent Systems by Turban and Aronson, Pearson Education Asia
3. Management Information Systems by C.S.V.Murthy
4. Management Information Systems by Laudon, Laudon, Dass, Pearson Education Asia.

Second Year

Semester IV

(Specialization in Financial Management)

Subject Title	Subject Code
Management of Financial Services	MBA-403A

Objective: The objective of this paper is to develop conceptual as well as practical understanding of Financial Services & Institutions & its Functioning.

UNIT-I

Introduction to Indian financial system: Role/ functions, component, constituents, development, role in economic development, weaknesses of Indian financial system. Financial Services: Concept, Nature & Scope of Financial Services.

UNIT-II

Fundamentals of Mutual Funds, Merchant Banking, underwriting Securitization of debt, leasing, hire purchase, venture capital, factoring & forfeiting, Discounting, Credit rating & Credit Card

UNIT-III

Financial Institutions: Fundamentals & Basic Concept Role & important of Financial



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institutions, Banking financial institute, non Banking Financial institutions.

UNIT-IV

Working and organization of Different Financial institutions in India: RBI, IFCI, ICICI, IDBI, UTI, LIC

UNIT-V

Hire purchase, venture capital, factoring & forfeiting, Discounting, Credit rating & Credit Card.

Books Recommended:

1. Gorden, & Natarajan- Financial Markets & Services, Himalaya Publishing House.
2. Gorden, & Natarajan- Financial Markets & Institutions, Himalaya Publishing House.
3. Clifford Gomez- Financial Markets, Institutions & Financial Services ,Prentice Hall of India Ltd.
4. Tripathi Nalini Prava, Financial Services Prentice Hall of India Ltd.

Second Year

Semester IV

(Specialization in Financial Management)

Subject Title	Subject Code
Strategic Corporate Finance	MBA-403B

Objective: The objective of the course is to acquaint the participant with the implication of tax structure and corporate profit planning in operational as well as strategic terms.

UNIT-I

Basic Concepts of Income Tax: Computation of Income under Different Heads of Income, Deductions and Exemptions in Additional Tax on Undistributed Profits.

UNIT-II

Meaning and Scope of Tax Planning: Tax Planning, regarding, Dividends Policy, Issue of Bonus, Shares, Amalgamation & Merger of Companies, Tax Planning in respect of Managerial Remuneration, Collaborations, Joint Ventures



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UNIT-III

Management Control- An overview Nature, Scope and Concept of Management Control System. Organization Goals, Strategic Planning and implementations, Organization Structure,.

UNIT-IV

Management control Process: Programming, Budgeting, Planning and Procedures. Budgetary Control. Analysis of Variances, Flexible Budgeting Zero-bases Begetting Performance Budgeting.

UNIT-V

Management Control Structure, Behavioural Aspects of Management Control. Contingency Theory, Organizational Climate, Position of Controller in the Organization Structure of an Organization

Books Recommended:

1. Ahuja, G. K. & Gupta Ravi Systematic Approach to Income Tax, Allagabad, Bharat Law House, 1999.
2. Lyengar, A. C. Sampat Law of Income Tax Allagabad, Bharat law House, 1981
3. Kanga, JB and Palkhivala, N. A. Income Tax, Bombay, Vol. 1-3, N. M. Tripathi.
4. Ranina, H. P. Corporate Taxation: A Hand book, 2nd ed., New Delhi, Oriental law House. 1985.
5. Anthony, R. N. And Govindrajan V. Management Control Systems, 8th ed., Taraporevgals, Chicago, Irwin, 1995.
6. Ghosh, R. K. and Gupta, G. S. Cost Analysis and Control, New Delhi, Vision 1985.

Second Year

Semester IV

(Specialization in International Business)

Subject Title	Subject Code
International Financial Management	MBA-403C

Objective:

The objective of this paper is to give student an overall view of the international financial system and how multinational corporations operate and to acquaint the participants with the mechanism of the foreign exchange markets, measurement of the foreign exchange exposure, hedging against exposure

UNIT-I

Multinational Financial Management –An overview, Evolution of the international Monetary and



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Finance System,

UNIT-II

Multinational Capital budgeting Application and interpretation, Cost of Capital Structure of the multinational Firm, Dividend Policy of the Multinational Firm

UNIT-III

Types of Foreign Exchange Market Organization of the Foreign Exchange Market

UNIT-IV

Corporate Exposure Management Parameters and Constraints On Exposure Management

UNIT-V

Managing short-term assets and liabilities, long-run Investment Decision, The foreign Investment Decision.

Books Recommended :

1. Abdullah, F.A. Financial Management for the Multinational Firm. Englewood Cliffs, New Jersey, Prentice Hall Inc. 1987.
2. Bhalla, V. K. International Financial Management. 2nd ed. New Delhi, Anmol, 2001.
3. Buckley, Adrian, Multinational Finance, New York, Prentice Hall Inc. 1996.
4. Kim, Suk and Kim, Seung. Global Corporate Finance: Text and Cases, 2nd ed. Miami Florida, Kolb, 1993,
5. Shapiro, Alan C. Multinational Financial Management, New Delhi, Prentice Hall of India, 19985.

Second Year

Semester IV

(Specialization in International Business)

Subject Title	Subject Code
Mutual Funds	MBA-403D

Objective: The objective of the course is to acquaint the participant with the diversification of funds and minimize the risk which understand the concept of Mutual Funds.

UNIT-1

Introduction to Mutual Funds



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History of Mutual Funds- Mutual Funds Industry in India- Mutual Funds Industry :Abroad – Factors to growth of Mutual Funds Industry.

UNIT-II

Mutual Funds in India

The different Types of Mutual Funds – The Player in Mutual Funds Industry- The structure of Mutual funds-Organisation and Management Pattern of UTI- TAX Treatment and Benefits – The Role of Mutual Funds in the Financial Market.

UNIT-III

Regulation of Mutual Funds

UTI Act,1963-The Indian Trust ACT,1882-companies Act, 1956(for a Trust Company)-SEBI(Mutual Funds)Regulation Act,19996-Launching Scheme-Investments-Valuation of Investments.

UNIT-IV

Marketing and Investment Aspects of Mutual Funds:

Marketing Aspects of Mutual Funds- Investment Aspects of Mutual Funds.

UNIT-V

Ethics in Mutual Funds

The role of the AMFI- Ethical Aspects Considered in the Mutual Fund Industry.

Books Recommended :

1. [Sundar Sankaran](#), Indian Mutual Funds Handbook: A Guide for Industry Professionals and Intelligent Investors.
2. [Rakesh Kumar,Mutual Funds in India](#): Structure, Performance and Undercurrents .