



**University of Rajasthan  
Jaipur**

**SYLLABUS**

**M. Phil. in E.A.F.M.**

**Semester Scheme**

**Examination 2018-2019**

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Dy. Registrar (Acad.)  
University of Rajasthan  
JAIPUR

**DEPARTMENT OF ECONOMIC ADMINISTRATION AND  
FINANCIAL MANAGEMENT**

**UNIVERSITY OF RAJASTHAN, JAIPUR**

**M.Phil – Master of Philosophy (EAFM)**

**Scheme of Examination for M.Phil is as follows:-**

1. Each paper shall consist of 100 marks, out of which 80 marks shall be for internal assessment and 20 marks for home assignment.
2. For a pass, a candidate shall be required to obtain (a) at least 40% marks in each paper and (b) a minimum of 50% marks in the aggregate of all papers prescribed.
3. Successful candidates shall be classified as under :-

Candidates obtaining 75% or more marks in the aggregate	First Division with distinction
Candidates obtaining 65% or more marks but less than 75% in the aggregate	First Division
Candidates obtaining 50% or more marks but less than 65% in the aggregate	Second Division
Candidates obtaining less than 50% in the aggregate	Fail

4. There will be five questions in all. The candidate will require to attempt all the questions selecting one question from each unit with an internal choice (either/or).
5. The candidate shall be permitted to use battery operated pocket calculator that should not have more than 12 digits, 6 functions and 2 memories and should be noiseless and cordless.
6. The candidates completing 75% attendance and having secured at least 50% marks in the examination shall be allowed to submit the research proposal after II Semester for consideration of DRC in the Department.
7. Candidates are required to offer following papers:

<b>SEMESTER-I</b>	
Paper I	- Research Methodology
Paper II	- Economic Environment of Business
Paper III	- Indian Financial System
Paper IV	- Preparation and presentation of synopsis and viva-voce.
<b>SEMESTER-II</b>	
Paper V	- Economic Policy And Management
Paper VI	- Management of Financial Institution
Paper VII	- Rural Sector and Co-operative Management
Paper VIII	- Dissertation and Viva-voce.

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**SEMESTER – I**  
**PAPER-I : RESEARCH METHODOLOGY**

**Time : 3 hours**  
**Min Marks : 40**

**Max. Marks : 80**

- Unit I Introduction to Research:** Meaning, objectives, significance, research approaches, limitations and types of research; Research Process, Defining and Selecting Research Problem. The Literature Review, concept Mapping.
- Unit II Sampling Design Techniques:** Concepts, Types and Techniques, Sample Size Decision, Data Collection: Primary and Secondary Data, Methods & Techniques, Designing Questionnaire, Processing of Data: Editing, Coding, Classification and Tabulation.  
**Scaling Techniques:** Concept, Types of Scales, Rating Scales & Ranking. Scale Construction Techniques, Multi Dimensional Scaling.
- Unit III Descriptive Statistics :** Measures of Central Tendency, Dispersion, Skewness, Relationship, Index Numbers and Time Series. Association in case of attributes.
- Unit IV Sampling and Statistical Inference :** Parameter and statistic, sampling and Non-sampling Errors, Sampling Distribution. Testing of Hypothesis – Parametric Test – Z-test, t-test, F-test, ANOVA and Non Parametric test. Introduction of SPSS.
- Unit V Research Proposals and Report Writing :** Research Proposal and its Steps, Significance of Report Writing, Layout of the Report, Types of Report, Precautions for Report Writing, Bibliography, Annexures, Reference, Footnotes.

**Recommended Books –**

1. Sarangani Prashant – "Research Methodology" Texaman's Publication.
2. Sachdeva J.K. – "Business Research Methodology" Himalaya Publication.
3. Gupta & Singh- "Research Methodology vya education of India Publication.
4. Andy field- "Discovering statistics using IBM. SPSS Statistics"-Sage Publication.
5. Gaun & Gaun – " Statistical Methods for practice & Research"-Sage Publication.
6. Malhotra & Das- "Marketing Research Pearson Publication".
7. Kothari & Garg- "Reseach Methodology" New age International Publication

**PAPER-II : ECONOMIC ENVIRONMENT OF BUSINESS**

**Time : 3 hours**  
**Min Marks : 40**

**Max. Marks : 80**

- Unit I Economic Environment:** Introduction, Meaning, Salient Features, Indian Macro Economic Components, heir recent trends.
- Unit II Poverty, Unemployment, Inflation in India. Human Development and Rural Development, Privatisation and Disinvestment of PSU.**
- Unit III Indian Economic Policies:** Monetary policy Fiscal Policy, EXIM Policy.
- Unit IV National Income, Foreign Trade Policy, Balance of Payments, Foreign Investment, Special Economic Zones in India, W.T.O. and Indian Economy.**
- Unit V Contemporary Economic Issues in India**

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**Suggested Reading:**

1. Shaikh Saleem, "Business Environment, Pearson, New Delhi".
2. M. Adhikari, Economic Environment of Business.
3. Dutt & Suderam, 'Indian Economy'.
4. Mishra and Puri, 'Indian Economy'.
5. Economic Political Weekly.
6. Business Line.
7. Economic Times.
8. Financial Express.

**PAPER-III : INDIAN FINANCIAL SYSTEM**

**Time : 3 hours**  
**Min Marks : 40**

**Max. Marks : 80**

- Unit I** **Definition and Meaning of the Financial System** – Components of the financial System: Institutions, Instruments, Markets, and Services; Functions and Role of financial System; Financial System and Economic Development – Indicators of Financial Development: FR, FIR, NIR and IR; Financial Sector Reforms.
- Unit II** **Central Banking:** Functions- traditional and promotional – Monetary Policy of the RBI-Transmission Channels of Monetary policy – interest rate channel, exchange rate channel and asset price channel.
- Unit III** **Commercial Banking:** Growth of Commercial banking since independence, Classification of assets (with respect to Balance sheet of Commercial Banks.) and the Issue of non-performing assets and their management; Capital Adequacy Norms-Basel Accord 1 and 2; Risk management in Indian banks.
- Unit IV** **Overview of Development Banking in India- Non Banking Finance Companies:** Meaning, Types, Growth and Regulation.  
Financial Services – Merchant Banking, Mutual Fund, Credit Rating, Venture Capital.
- Unit V** **Money Market, Capital Market Traditional Instruments:** Equities, Debentures and Bonds, New Instruments, Floating Rate Bonds, Zero interest bonds, Deep Discount bonds, Auction rated debentures, Securitized papers, collateralized debt obligations, inverse float bonds.

**Books Recommended**

1. Vasant Desai: Indian Banking Nature and Problems, Himalaya Publishing House, Delhi.
2. Varshney, P.N. : Indian Financial System, Sultan Chand & Sons, New Delhi.
3. Khan, M.Y.: Indian Financial System, Tata McGraw Hill, Delhi.
4. Bhole L.M.: Financial Markets and Institutions, Tata McGraw Hill, Delhi.
5. Report on Trend and Progress of Banking in India (Latest).
6. RBI Bulletin latest.
7. Rangrajan C., Reform of the Financial Sector : Choices and Lessons, RBI Bulletin Dec. 1994.

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**PAPER IV : PREPARATION AND PRESENTATION OF SYNOPSIS AND VIVA-VOCE.**

**Preparation of Synopsis : 50 Marks**

**Presentation and Viva-voce : 50 Marks**

**Note:**

1. Preparation of synopsis will be completed in the guidance of Supervisor on particular problem of research.
2. Supervisor will be allotted to all the students by a committee consisting of Head of the Department, Senior Most Professor and Senior Most Associate Professor. Research Problem (Topic) will be decided by the Supervisor.
3. Two copies of the Synopsis will be submitted in the Department on the date notify by the Head of the Department. One copy should be provided to the Supervisor at the time Supervisor is approving synopsis by his/her signature. One copy should be kept by the student for his/her record.
4. 50 Marks for the preparation of Synopsis will be given by the examiner appointed by the Head of Department among the faculty members of the Department.
5. Students are required to present synopsis before all the staff members and 50 marks for the viva-voce will be given by the three examiners committee consisting of Head of the Department; Sr. Most Professor and Sr. Most Associate Professor jointly.

**SEMESTER - II**

**PAPER-V : ECONOMIC POLICY AND MANAGEMENT**

**Time : 3 hours**

**Max. Marks : 80**

**Min Marks : 40**

**Unit-I :** Introductory : The economic background to management, Basic principles of Economic Policy, Objectives and significance of various economic policies Agricultural, Fiscal, Monetary, commercial and Industrial policies in an economy.

**Unit-II:** Government & Industry : Philosophy of the relationship between government and industry, Role of Regulations, Controls and Subsidies. Industrialization and ecological imbalances and their remedies. Backward Area Development Policy, concentrations of economic power and competition Act-2002, Government and Industrial Location Critical Examination of change in India's Economic Policies. Regional Planning with special reference to Rajasthan.

**Unit-III:** Decision Techniques: The decision problem, different types of decision situations Various decision criteria. Role of mathematical and non-mathematical decision techniques (such as Linear Programming, Game Theory, Monte-Carlo Simulation, Heuristic Programming).

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**Unit-IV:** Investment Analysis : Capital Budgeting, Profit Planning and Feasibility  
Assessment in business and industrial units. Public Investment Board (PIB).

**Unit-V:** Efficiency Criteria of Business Enterprises, workers participation in management, consumers Protection; New Trends in Indian Financial Sector, Privatisation /Mutual Funds and investment policies role of Securities and Exchange Board of India (S.E.B.I)

**Books recommended**

1. Mongai J.N. (Ed.) : India's Economic Policies.
2. Gwartney J.D. and other: Economic-Private and Public Choice.
3. Tony Killic : Policy Economics.
4. Brahamananda P.R. & Panchamukhi, V.R. (Ed.) : The Development Process of Indian Economy.
5. Chelliah, R.J. : Fiscal policy in under developed countries.
6. Mohan, J.n. : Economic for Administration.
7. Jha, J.K. : Economic Strategy for the 1980s : Priorities for the VII Plan.
8. Wadhva, C : D : Some Problem of India's Economic Policy.
9. Bhattacharya, P.C. : Monetary Policy and Economic Development.
10. Gupta, G.P.: The reserve Bank of India & Monetary Management.
11. Laxmi Narain : Public Enterprises.
12. Khera, S.S.: Government in Business.
13. Consumers Protection Act, 1986.
14. Narshimaham Report-1991 on Financial Systems.
15. Rajachallaih Committee report-1992 on Tax Reforms.

**PAPER-VI : MANAGEMENT OF FINANCIAL INSTITUTION**

**Time : 3 hours**

**Max. Marks : 80**

**Min Marks : 40**

**Unit-I:** The concept of Financial Institution Role of Financial Institutions in Economic Development. Coordination and Competition between various types of Financial. Institutions. Study of organisation of Financial Institutions in India.

**Unit-II:** IDBI, IFCI, ICICI, LIC, GIC, UTI, SFCs and Commercial banks. Organisational effectiveness under present Banking regulatory policy of India.

**Unit-III:** Management of Commercial Banks at Corporate, Divisional and Branch levels. Business Planning and Control Systems in Banks: Management of Assets-Cash and Liquidity Management, Liabilities Management-Capital, Reserves and various types of deposits. Portfolio management in Banks.

**Unit-IV:** Personnel management in Banks: Manpower Planning Recruitment, Promotion and Development Delegation of Authority, Job analyses, Job-improvement and Training Programmes.

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**Unit-V:** Industrial relations in Banks. Corporate Social responsibility of Banks. Role of national Institute of Bank management (NIBM) and Indian Banks Association (IBA). and securities and Exchange Board of India (SEBI).

**Reference Books:**

1. Richard Handxombe: Bankers Management Handbook McGraw Hill Book Company, Ltd.
2. Herbert V. Brochnow: The Changing World of Banking, Harper & Raw, Publishers.
3. Donald D. Hester: Indian Bank, Their Portfolios, Profits and Policy-A University of Bombay Publication.
4. S.D. Varde: Management Studies in Banks. National Institute of Bank Management, Bombay.
5. Edward W. Read: Commercial Banks Management.
6. B.M.L. Nigam: Banking and Economic Growth.
7. Report of the Banking Commission (1971).

**PAPER-VII : RURAL SECTOR AND COOPERATIVE MANAGEMENT**

**Time : 3 hours**  
**Min Marks : 40**

**Max. Marks : 80**

**Unit-I:** Present Scenario of Rural Sector-Rural environment and infrastructure. Salient Features of Rural development: Social Forestry, rural energy, health and Sanitation, education, housing. Communication and transport, Tribal welfare, Khadi and village Industries.

**Unit-II:** Institutional set up affecting the working in the rural areas-Economic and political Institutions: Panchayati Raj institution and Zila Parishad in the rural development of Rajasthan. Co-operative institutions: Cooperative Credit Societies (PACs), Organization and role of 'Cooperative marketing Societies in the agricultural marketing system. Main characteristics and provision of Rajasthan State Cooperative Societies Act, 2001, An evaluation of National Rural Employment Guarantee Scheme.

**Unit-III:** Modernisation of Agriculture, Commercialization in cropping pattern, Water Resource management, New marketing system, Price Policy, godowns and warehousing facilities, state in agriculture marketing.

**Unit-IV:** Finance for Rural Development, Need and nature of financial support, concept of production-oriented credit, concept of subsidy and its implication. Multiagency approach and service area approach.

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**Unit-V:** Co-operative management-Traditional and professional management in Co-operative sector, Delegation of authority and span of control in co-operative organisation, Decentralization, Principles of Co-operative Vs principles of management. Present position of Co-operative Training & Education in India Present trends in management of Co-operatives. Weaknesses and suggestions for betterment Consumer Co-operatives and public distribution system.

**References Books:**

1. Brahmanand, Narayan, Kalappa-Dimensions of Rural Development in India. Himalaya Publishing House.
2. Dhingra, I.C.-Rural Economy (Hindi & English) S.Chand & Sons. New Delhi
3. Desai, Vasant-Rural Development (Vol. I to VI)
4. Goel, B.B-Co-operative Management and Administration. Deep and Deep Publications, New Delhi.
5. H.Calvert-The Law and Principles of Co-operation.
6. Kamat, G.S.: New Dimension of Co-operative Management Himalaya Publishing House.
7. Mathur. B.S. Co-operation in India (Hindi & English) Sahitya Bhawan, Agra.
8. Reddy K. Venkata: Rural Development in India. Poverty and Development. Himalaya Publishing House.
9. Stephenson : Management of Co-operative Societies.
10. I.C.A. : Co-operative Management.
11. Pawan K. Verma :Co-operative Management Practices, Problems & Prospects-Deep & Deep, New Delhi.
12. Samiuddin : Co-operative Sector in India.
13. Prasad, R.: Co-operative and Rural Development, Booklivas, Hyderabad, 1978.
14. NCDS bulletins : Monthly, New Delhi.
15. Report of Second National Workshop on Regulation and Management of Agriculture Produce Markets, Jaipur 1984.
16. Agriculture Situation in India (Monthly) Directorate of Economics & Statistics, Department of Agriculture, and Co-operation, Ministry of Articulation, Delhi.

**PAPER-VIII : DISSERTATION**

**Dissertation**

**Max. Marks : 75**

**Viva-Voce**

**Max. Marks : 25**

**Note:**

1. Dissertation will be completed in the guidance of Supervisor on particular topic of research.
2. Five copies of Dissertation will be prepared in hard bound and cover should be lemon yellow cover in standard format which supervisor may explain.
3. Three copies of Dissertation will be submitted in the Department. One copy should be provided to the Supervisor at the time Supervisor is approving dissertation by his/her signature. One copy should be kept by the student for his/her record.
4. Dissertation should be submitted in the Department before Commencement of Examination.
5. Date of Viva-voce will be decided by the Head of Department in consultation with the external examiner appointed by Convener, B.O.S

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