**BHARATHIAR UNIVERSITY: COIMBATORE 641 046**

# B.COM BPS (Business Process Services)

*(For the students admitted during the academic year 2021 – 22 onwards)*

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| **Part** | **Title of the Course** | **Credits** | **Hours** | | **Maximum Marks** | | |
| **Theory** | **Practical** | **CIA** | **ESE** | **Total** |
|  | **FIRST SEMESTER** | | | | | | |
| I | Language-I | 4 | 6 | **-** | 50 | 50 | 100 |
| II | English-I | 4 | 6 | **-** | 50 | 50 | 100 |
| III | Core I – Principles of Accountancy | 4 | 4 | **-** | 50 | 50 | 100 |
| III | Core II – Introduction to Information Technology | 4 | 4 | **-** | 50 | 50 | 100 |
| III | Allied Paper I : Mathematics  for Business | 4 | 4 | **-** | 50 | 50 | 100 |
| III | Core III: Computer Applications: MS Office - Practical-I | - | **-** | 4 | **-** | **-** | **-** |
| IV | Environmental Studies # | 2 | 2 | **-** | **-** | 50 | 50 |
|  | **Total** | **22** | **26** | **4** | **250** | **300** | **550** |
|  | **SECOUND SEMESTER** | | | | | | |
| I | Language-II | 4 | 6 | - | 50 | 50 | 100 |
| II | English-II | 4 | 6 | - | 50 | 50 | 100 |
| III | Core IV – Advanced Accounting | 4 | 4 | - | 50 | 50 | 100 |
| III | Core V– Business  Organization and Office Management | 4 | 4 | - | 50 | 50 | 100 |
| III | Allied Paper II – Statistics for Business | 4 | 4 | - | 50 | 50 | 100 |
| III | Core VI: Computer Applications: MS Office - Practical-I | 4 | - | 4 | 50 | 50 | 100 |
| IV | Value Education – Human  Rights # | 2 | 2 | - | **-** | 50 | 50 |
|  | **Total** | **26** | **26** | **4** | **300** | **350** | **650** |
|  | **THIRDSEMESTER** | | | | | | |
| III | Core VII – Finance & Accounting for BPS | 4 | 6 | - | 50 | 50 | 100 |
| III | Core VIII – Insurance for BPS | 4 | 5 | - | 50 | 50 | 100 |
| III | Core IX – Corporate Accounting | 4 | 5 | - | 50 | 50 | 100 |
| III | Core-X: Computer Applications Practical-II: Computational Finance Using Spread Sheet | - | - | 4 | - | - | - |
| III | Allied : III – Managerial Economics | 4 | 5 | - | 50 | 50 | 100 |



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| **IV** | **Skill based Subject-1**  **:** Cyber Law | 3 | 3 | - | 30 | 45 | 75 |
| **IV** | Tamil @ / Advanced Tamil #(or)Non-major Elective–I : Yoga for Human Excellence  # / Women’s Rights # Constitution of India # | 2 | 2 | - |  | 50 | 50 |
|  | **Total** | **21** | **26** | **4** | **230** | **295** | **525** |
|  | **FOURTH SEMESTER** | | | | | | |
| III | Core XI – Cost Accounting | 4 | 6 | - | 50 | 50 | 100 |
| III | Core XII – Company Law &Secretarial Practice | 4 | 5 | - | 50 | 50 | 100 |
| III | Core XIII – Marketing &Market Research | 3 | 4 | - | 30 | 45 | 75 |
| III | CoreXIV- Campus to CorporateTransition | *3* | *3* |  | 30 | 45 | *75* |
| III | Computer Applications  Practical II - Data Analysis using SPSS | 3 | - | 4 | 30 | 45 | 75 |
| III | Allied: IV : E-Commerce Technology | 3 | 3 | - | 50 | 50 | 100 |
| **IV** | **Skill based Subject-2 Naan Mudhalvan – office Fundamentals** [http://kb.naanmudhalv](http://kb.naanmudhalvan.in/Bharathiar_University_(BU)) [an.in/Bharathiar](http://kb.naanmudhalvan.in/Bharathiar_University_(BU))  University\_(BU) | 2 |  | 3 | 25 | 25 | 50 |
| **IV** | Tamil @ /Advanced Tamil # (or)Non-major elective - II : General Awareness # | 2 | 2 |  |  | 50 | 50 |
|  | **Total** | **24** | **23** | **7** | **265** | **360** | **625** |
|  | **FIFTH SEMESTER** | | | | | | |
| III | Core XV – Commercial Law | 4 | 6 | - | 50 | 50 | 100 |
| III | Core XVI – Principles of Auditing | 4 | 5 | - | 50 | 50 | 100 |
| III | Core XVII  Management Accounting | 4 | 6 | - | 50 | 50 | 100 |
| III | Core XVIII Banking for BPS | 4 | 5 | - | 50 | 50 | 100 |
| III | **Elective-I:**   1. Investment Management 2. Entrepreneurial Development 3. Managing Business   Process Services I | 4 | 5 | - | 50 | 50 | 100 |
| Part IV | Skill Based Subject-III: Naan Mudhalvan-Accounting and Trading Essentials for Employability (Banking, Lending and NBFC Products and Services- I) http://kb.naanmudhalvan.in/images/3/37/BFSI-2\_2023-2024.pdf | 2 |  |  | 25 | 75 | 100 |
| **IV** | **Skill based Subject-4:** Capital Market for Business Process Services | 3 | 3 | - | 30 | 45 | 75 |
|  | **Total** | **25** | **30** | **0** | **305** | **370** | **675** |
|  | **SIXTH SEMESTER** | | | | | | |

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| III | Core XIX – Income Tax Law& Practice | 4 | 6 | - | 50 | 50 | 100 |
| III | Core XX -Supply Chain Management | 3 | 5 | - | 50 | 50 | 100 |
| III | Core XXI – Brand Management | 3 | 3 | - | 50 | 50 | 100 |
|  | Core XXII Principles of Management | *3* | *3* |  | *30* | 45 | 75 |
| III | **Elective –II:**   1. Security Management 2. Managing Business Process Services II 3. Business Environment | 3 | 5 | - | 30 | 45 | 75 |
| III | **Elective –III:**   1. Banking Law & Practice 2. Financial Markets 3. Project Work | 3 | 5 | - | 30 | 45 | 75 |
| IV | Skill-based Subject-V: **Naan Mudhalvan- Fintech Course (Capital Markets / Digital Marketing / Operational Logistics)**  [**http://kb.naanmudhalvan.in/Bh**](http://kb.naanmudhalvan.in/Bh) **arathiar\_University\_(BU)** | 3 | 3 | - | 25 | 25 | 50 |
| V | Extension Activities @ | 2 | **-** | - | 50 | - | 50 |
|  | **Total** | **24** | **30** | **-** | **315** | **310** | **625** |
|  | **Total** | **142** | **161** | **19** | **1665** | **1985** | **3650** |
|  |  | | | | | | |
|  | **SWAYAM** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

* SWAYAM course will be implemented in the next year.

**Value added courses:** Minimum 2 and Maximum 5 for each Department for entire program-It is optional for affiliated colleges.

**Job oriented certificate courses:** Two courses (Each Department for entire program)- It is optional for affiliated colleges

$ Includes 25% / 40% continuous internal assessment marks for theory and practical papers respectively. @ No University Examinations. Only Continuous Internal Assessment (CIA) # No Continuous Internal Assessment (CIA). Only University Examinations. Swatch Bharat Summer Internship- extra 2 credits would be given. It is mandatory.

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| List of Elective Papers (Colleges can choose any one of the paper as electives) | | |
| Elective – I | A | Investment Management |
| B | Entrepreneurial Development |
| C | **Managing Business Process Services I** |
| Elective – II | A | Security Management |
| B | **Managing Business Process Services II** |
| C | Business Environment |
| Elective - III | A | Banking Law & Practice |
| B | Financial Markets |
|  | C | **Project Work** |

# NOTE: The syllabus for the papers Advanced Accounting, Company Law, Business Finance and Indirect Taxes are revised and furnished below. The existing syllabus is to be followed for the remaining papers.