Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.)
Department of Commerce
Pre-PhD Course-work in Commerce

	PPCW -01 Research Methodology (Compulsory for all)	
Learning objective: To provide knowledge about research methodology so to apply the concept in real research area.		
Unit	**Content**	**Lectures**
I	**Introduction:** Meaning, Objectives, Significance and Types of research, Selection and Formulation of Research Problems	06
II	**Hypotheses:** Meaning and Characteristics of Working Hypotheses, Problem in formulating Hypotheses, Sources of Hypotheses, Origin of Hypotheses, Types and Significance of Hypotheses	08
III	**Research Design:** Meaning, Objectives, and contents of Research Design, Types of Experimental Research Design	10
IV	**Sampling and Data Sources:** Sources of Data – Primary and Secondary Sources of Data; Collection of primary and secondary data; Sampling Methods, Calculation of Standard errors.	10
V	**Statistical Inference:** Brief discussion on select parametric and non-parametric tests and their interpretation; **Processing of Data:** Analysis and Interpretation of Data and Thesis writing.	06
	Total Lectures (hours)	40

Suggested Readings:

1. Bennet, Roger : Management Research, Routledge, New York
2. Fowler, Floyd, J. JR. : Survey Methods, Sage Publication, New Delhi
3. Gupta, S.P. : Statistical Methods, Vikas Publishing House, New Delhi
4. Kothari, C.R. : Research Methodology, New Age International, New Delhi
5. Singh, S.D., Research Methodology
6. Kapil, H.K., Research Methodology
7. Shukla and Drivedi, Research Methodology

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PPCW-02 Computer Applications in Research (Compulsory for all)		
Learning objective: The objective of this paper is make familiar the students with data analysis and report writing through computerised application.		
Unit	**Content**	**Lectures**
I	Introduction to Computers, Personal Computers and its main components, Modern Information Technology-Basic Idea of Local Area Network (LAN) and Wide Area Network (WAN), E-mail, Application of Internet Technologies in Research.	**06**
II	Word Processing- Introduction and working with MS word in MS office. Spread Sheet- Working with Excel, formatting function, Chart.	**08**
III	Advance Usage of MS Excel for Research: Use of Data Analysis Tool Pack, Megastat Add-on	**08**
IV	Presentation with Power Point- Power point basics, Creating presentations with graphics, sound effects and animation effects.	**06**
V	Usage of statistical packages for analysis in research-SPSS, E-Views	**12**
	Total Lectures (hours)	**40**

Suggested Readings:

1. Date, C.J., An Introduction to Database Systems-Addison Wesley, Massachusetts
2. Mansfield, R., The Compact Guide to MS Office, BPB Publication, Delhi.
3. Summer, M., Computer concepts and Uses, 2nd edition, Englewood Cliffs, New Jesey, Prentice Hall Inc.

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\textbf{PPCW-03 Accounting and Finance (Compulsory for all)}		
Learning objective: To Impart knowledge about different aspects of Accounting and Finance.		
Unit	**Content**	**Lectures**
Unit-1	Understanding the Financial Statements; Techniques of Financial Statement Analysis- Ratio Analysis: Meaning, Types, Computation and Interpretation of Different Ratios.	**12**
Unit-2	Funds Flow Analysis and Cash Flow Analysis(as per AS-3)	**10**
Unit-3	Financial Management-Meaning, Objectives. Capital Budgeting Techniques; Cost of Capital	**06**
Unit-4	Capital Structure Decisions; Working Capital Management.	**06**
Unit-5	Structure of Indian Financial System; Money Market and Capital Market; Financial Services and	**06**
	Total Lectures (hours)	**40**

Suggested Readings:
1. Gupta, S. P & Gupta, K. L..; Management Accounting, Sahitya Bhawan, Agra
2. Pandey, I.M.; Management Accounting, Vikas Publishing House, New Delhi
3. Bhalla. V.K. Investment Management: Security Analysis and Portfolio Management, Sultan Chand, New Delhi.
4. Gupta, S.P.: Financial Management, Sahitya Bhawan, Agra
5. Khan, M.Y. and Jain, P.K.: Financial Management, Tata McGraw Hill, New Delhi