



# **KTM COLLEGE OF ADVANCED STUDIES**

**Department of Commerce**

## **Curriculum for Certificate Program (2021-22)**

**In**

### **Business Finance**

#### **Introduction**

The proposed Certificate program on 'Business Finance' offered by department of commerce, KTM College of Advanced Studies make the students aware about various sources of finance and how to choose a particular source of finance while financing a project. The program is self-funded and covering 30 hours in two modules.

#### **Eligibility**

Students joined any degree in the college irrespective of the department are eligible to join this certificate program.

#### **Objective**

- To make the students aware about various sources of finance.
- To make the students aware about the risk factors of various sources of finance.
- To equip the students to choose a particular source of finance.

#### **Hours of Study**

This program is divided into two modules and each level covers 15 hours.

#### **Evaluation and Question Paper Pattern**

The performance of students is evaluated by a continuous internal evaluation as well as external evaluation. The ratio of marks to be allotted to internal evaluation and external evaluation is 40:60.

## **Components of CIE:**

Attendance: 10 marks

Assignments: 10 Marks

Two Test Papers: 20 marks

## **Components of External Evaluation-Question Pattern;**

Part A Objective Type Questions 10 nos  $10 \times 1 = 10$

Part B One Word Questions 5 nos  $5 \times 2 = 10$

Part C Short Essay 4 nos  $4 \times 5 = 20$

Part D Long Essay 2 nos  $2 \times 10 = 20$

# **Business Finance**

## **Module I**

**(15 Hrs)**

Nature and Objectives of Business Finance - Meaning of business finance, business finance v/s corporate finance, role of business finance in an organization, principles of business finance, meaning of financial planning, steps in financial planning, significance of financial planning, essential features of a good financial plan, types of financial plan.

## **Module II**

**(15 Hrs)**

Classification of Capital - Meaning of Capital, Classification of capital, factors determining capital requirements, meaning, features and sources of fixed capital, factors determining fixed capital requirements, importance of adequate fixed capital; meaning, features and sources of working capital, Factors determining working capital requirements, significance of adequate Working capital, types of working capital