

B.COM. DEGREE PROGRAMME IN CORPORATE SECRETARYSHIP
SYLLABUS WITH EFFECT FROM 2023-2024

DISCIPLINE SPECIFIC ELECTIVE – 7 / 8:

Subject Code	L	T	P	S	Credits	Inst. Hours	Marks		
							CIA	External	Total
318E6C	5				3	5	25	75	100
Learning Objectives									
LO1	To acquire knowledge on primary /new issue market, secondary market, SEBIguidelines for new issue market and investors protection on it.								
LO2	To understand the functioning of stock exchange and related procedures								
LO3	To learn the Mechanism of stock exchange trading								
LO4	To gain knowledge about the various financial instruments								
LO5	To introduce the concept of credit rating and agencies								
Prerequisites: Should have studied Commerce in XII Std									
Unit	Contents								No. of Hours
I	Primary Market/ New Issue Market Meaning- Functions Of New Issue Market- Methods Of Floating New Issues- Players Involved In The New Issue Market (Merchant Bankers- Underwriters- Brokers- Registrar- Lead Managers & Banks)- SEBI Guidelines Relating To The Functioning Of The New Issue Market, Disclosure & Investor Protection.								15
II	Secondary Market Stock Exchange Stock Exchanges – Meaning, Functions, Importance – Types of Brokers- Listing of Securities in Indian Stock Exchange- NSE – BSE – OTCEI – SEBI Guidelines Relating to Listing of Securities.								15

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III	Mechanism Of Stock Market Trading Mechanism Of Stock Market Trading- Screen Based Trading and Internet Based Trading – Demat Trading And Role Of Depositories- Market Derivatives, Advantages And Its Types – Futures, Hedge Fund, Forward Options & Swaps. Market Indexes- SENSEX, NIFTY& CNX NIFTY(Basics)	15
IV	Financial Instruments in New Issue and Secondary Market Treasury bills – commercial bills- certificate of deposits – equity shares- preference shares- sweat equity shares- debentures- American depository receipts- global depository receipts- exchange traded notes – mutual funds.	15
V	Credit Rating Agency Meaning- Functions- Credit Rating in India – Credit Rating Agencies in India- CRISIL& CARE	15
	TOTAL	75
Course Outcomes		
CO1	Understand the basic knowledge of SEBI guidelines for new issue market and investor protection on it.	
CO2	Explain the role of stock market and the various role played by its intermediaries	
CO3	Demonstrate the functions of stock exchange, mechanics, types and also listing of securities, demat etc	
CO4	Exhibit the difference between various financial instruments	
CO5	Explain and demonstrate the procedure followed by credit rating agencies & interpret the same	
Textbooks		
1	Dr.L.Natrajan – Securities Laws & Market Operations, Margham Pub. Chennai	
2	K.Natrajan, E.Gordon – Financial Market & Services, Himalaya Publishing House, Mumbai.	
3	S.Gurusamy – Securities Laws & Market Operations, Vijay Nichole Prints, Chennai.	

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4	Gupta L C – Stock Exchange Trading in India, Society for Capital Market Research and Development, Delhi.
5	Saunders, Financial Markets and Institutions, 3rd edition, Tata McGraw Hill.
Reference Books	
1	Machi Raju H.R – Working of Stock Exchange in India, New Age International.
2	Chandrate K.R; et al: Capital Issue, SEBI & Listing; Bharat Publishing House.
3	V.K.Bhaliya – Financial Derivatives – Risk Management, Sultan Chand Ltd, New
4	M.Y.Khan, Financial Services, Tata McGraw Hill, Noida.
5	E. Gordon and K. Natarajan, Financial Market and Services, Himalaya Publishing House, Mumbai.
NOTE: Latest Edition of Textbooks May be Used	
Web Resources	
1	http://corporatefinanceinstitute.com
2	https://www.investopedia.com/terms/s/scm.asp
3	www.bseindia.com

**MAPPING WITH PROGRAMME OUTCOMES
AND PROGRAMME SPECIFIC OUTCOMES**

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	3	3	2	3	2	3	3	3	2	2
CO2	3	2	2	3	2	2	2	2	3	2	3
CO3	3	3	3	2	3	2	3	3	3	2	2
CO4	3	2	2	2	2	2	2	2	3	2	2
CO5	3	3	3	3	3	2	3	3	3	2	3
TOTAL	15	13	13	12	13	10	13	13	15	10	12
AVERAGE	3	2.6	2.6	2.4	2.6	2	2.6	2.6	3	2	2.4

3 – Strong, 2- Medium, 1- Low