

FACULTY OF LAW, OSMANIA UNIVERSITY  
SYLLABUS OF  
**BBA., LL.B. (5-YDC)**  
(WITH EFFECT FROM ACADEMIC YEAR 2017-2018)

**SEMESTER-I**

**PAPER-I: ENGLISH-I**

**Unit-I:**

Simple Sentences (One Clause) (their phrase structure)

- (a) Tense and concord
- (b) Noun Modifiers (Determiner, propositional phrases, clauses)
- (c) Basic transformations:
  - (i) Passives (ii) Negatives (iii) Questions

**Unit-II:** (a) Complex and Compound sentences (use of connectives); (b) Conditionals ;(c) Reported Speech ; (d) Question-tags and short responses ; (e) Some common errors.

**Unit-III:** Vocabulary (Communication skills) — (a) Legal terms and idiomatic expressions.

**Unit-IV:** (a) Reading Comprehensions (Principles and Practice); (b) Listening Comprehension.

**Unit-V:** (i) Paragraph writing; (ii) Formal correspondence; (iii) Note taking.

**Suggested Readings:**

1. Wren and Martin: *English Grammar and Composition*
2. J.E. Erofor, Home Macmillan: *Essay, Precis, Composition and Comprehension*
3. T.E.Bery: *The Most Common Mistakes in English*
4. Ishtiaque Abidi: *Law and Language*
5. Central Institute of English: *Indian Language Speech Reading*

## **Paper-II: Principles of Management**

**Unit-1:** forms of Business Organization-Sole proprietorship, Partnership, Cooperative Societies and Joint Stock Companies - Characteristics, strengths and limitations of the various business organizations. Distinction between partnership and firm, firm and reconstituted firm - kinds of partners, Formation of a joint stock company -Contents of Articles of Association and Memorandum of Association. Kinds of Companies. Difference between private company and public company.

**Unit-II :** Management-Meaning, nature and significance, Management -an art, science or profession, Management vs Administration. Levels of management, Management as a process, Contribution of Fredrick Taylor and Henri Fayol to management thought, human Relations School.

**Unit -III :** Planning -Nature of Planning -Types of Planning -Planning premises -Steps in comprehensive planning -Contingency planning -Limitations of planning. The MBO process - Benefits and problems of MBO -Factors essential to MBO process.

**Unit -IV :** Nature and significance of organization structure – Types of organization structure Concept of line and staff. Nature and user of authority – Authority vs Power – Sources of Power – Delegation of Authority – barriers to delegation. Merits and demerits of Centralization and Decentralization.

**Unit – V :** Motivation – definition – elements – process. Need Hierarchy theory. Two factor theory and Theory X and Theory Y. Leadership – Distinction between leaders and managers – Traits, Behavioral and Contingency theory of leadership. Decision making – steps, types and limitations of decision making – Communication – elements, types and barriers to communication. Overcoming barriers to communication.

### **Suggested Readings:**

1. Harold Koontz & Heinz Weihrich, 'Essentials of Management' Tata McGraw Hill 7<sup>th</sup> ed.
2. Hellriegel, Jackson & Slocum, - Thomson, "Management" 9<sup>th</sup> ed.
3. Parag Divan – "Management – Principles and Practices", Excel – 2008
4. Stoner – "Management" – PHI, 2008
5. T. Ramaswamy, "Principles of Management", Himalaya Publishing House (2008)
6. Robbins – "Management" – PHI, 2008
7. Dr. Anand Pawar and Prof. Nageswar Rao. "Contemporary Management", 1<sup>st</sup> edition 2011. Himalaya publishing House.
8. Business Organization : YK Bhushan.

## **PAPER – III : BUSINESS ECONOMICS**

**Unit – I:** Business Concepts, Precepts and economic rationale of optimization. Nature and scope of Business economics. Basic problems of an economy – basic concepts and precepts Marginalism, equimarginalism opportunity cost, time prespective, discounting, risk and uncertainty, Efficiency, externality, and trade off, Constrained and unconstrained optimization.

**Unit – II :** Theory of demand. Factors affecting demand. Demand Function. The law of demand. Demand Schedule – Individual demand schedule and demand curve, market demand schedule and market demand curve. Exceptions to the law of demand. Measurement of elasticity. Point elasticity of demand. Price elasticity, income elasticity and cross elasticity of demand. Factors determining elasticity of demand and demand forecasting.

**Unit – III :** Meaning of Supply. Law of supply. Elasticity of supply. Measurement of elasticity of supply. The theory of production. Production function. Equal production curves of isoquants. Marginal rate of technical substitution. Law of diminishing returns. Law of variable proportions. Returns to scale. Meaning of cost of production. Prime and supplementary costs. Opportunity cost. Total average and marginal costs.

**Unit-IV:** Short run and long run price determination under perfect, monopoly, monopolistic and oligopoly markets ( competition). Criterion of pricing under various market structures. Pricing strategies and practices.

**Unit-V:** Macro economics and business – Nature, concepts and measurements of national income. Determination of national income. Classical and Keynesian approaches. Types of inflation – Demand pull and cost push inflation. Phillips curve, stagflation. Concepts of economic growth and development. Factors determining growth of an economy Obstacles to development.

### **References**

1. Dominik Salvatore, "Management Economics" Thomson Asia Pvt. Ltd. Singapore. 4<sup>th</sup> edition, 2001.
2. Dominic Salvatore, " Micro Economics" Theory and Practice. Oxford levi press. 4<sup>th</sup> edition, 2003.
3. 3.Joseph G.Nellis and David Parket, " Principles of Business Economics". Pearson education Ltd. 2<sup>nd</sup> edition, 2009.

## **PAPER – IV: FINANCIAL ACCOUNTING**

**Unit – I:** Financial Accounting – origin, meaning, objectives, users and limitations of financial accounting, Financial accounting – a science of art. Accounting versus accountancy Branches of accounting. Classification of expenditure – Terms used in financial accounting. Types of accounts. Rules for journalizing. Preparing a journal Accounting equation. Accounting concepts and Conventions.

**Unit – II :** Ledger – Posting from journal to ledger, preparation of two and three columnar cash book. Petty cash book, Preparation of Subsidiary books – Purchases Book, Purchases returns book, Sales book, Sales returns book, Bills receivable book and Bills payable book: Determining ledger balances and preparation of trial balance.

**Unit – III :** Bank Reconciliation Statement – Causes of difference in bank balance according to pass and cash book – Techniques of preparing a bank reconciliation statement ( including problems on overdraft). Types of accounting of errors. – Accounting entries for rectification of errors – location of errors – Suspense account – effect on profit.

**Unit – IV :** Capital profit vs revenue profit. Capital loss vs revenue loss. Provisions and Reserves. Secret reserves, general reserves and special reserve. Preparation of final accounts, of sole proprietor – Trading account, Profit and loss account and Balance Sheet.

**Unit – V :** Depreciation – definition, causes and need for providing depreciation – depreciable assets – methods of recording depreciation – depreciation methods – straight line method. Reducing balance method, annuity method and depreciation fund method.

### **References**

1. P.C. Tulsain, "Financial Accounting". Pearson Education, 2003.
2. S.P.Jain, K.L.Narang, "Advanced Accountancy, Principles of Accounting", Volume I, Kalyani Publishers, 2007.
3. T.P.Ghosh, "Fundamentals of Accounting" , Sultan Chand & Sons
4. S.N. Maheswari, " Financial Accounting" , Vikas Publishing Pvt. Ltd.,2005.
5. T.S.Grewal, S.C.Gupta, :Introduction to Accountancy", Sultan Chand &Co



## **PAPER-V:HISTORY OF COURTS, LEGISLATURES AND LEGAL PROFESSION IN INDIA**

### **Unit-I:**

**COURTS:** Administration of Justice in the Presidency Towns (1600-1773) and the development of courts and judicial institutions under the East India Company. Warren Hastings' Plan of 1772 and the Adalat System of Courts; Reforms made under the Plan of 1774 and reorganization in 1780. Regulating Act of 1773 — The Supreme Court at Calcutta, its composition, power and functions and failure of the Court -- Act of 1781 - Supreme Court *vis-a-vis* Mofussil Courts. Judicial measures of Cornwallis 1787, 1790, 1793 - Progress of Adalat System under Sir John Shore.

**Unit-II:** Indian High Courts Act, 1861- Conflicts arising out of the dual judicial system - Tendency for amalgamation of the two systems of Courts - the Indian High Courts Act, 1911 - the Government of India Act, 1915 - High Courts under the Government of India Act, 1935 - High Courts under the Indian Constitution. Development of Rule of Law, Separation of Powers, Independence of Judiciary -- Judicial Committee of Privy Council as a Court of Appeal to hear appeals from Indian decisions — Abolition of the jurisdiction of the Privy Council to hear appeals from Indian decisions.

**Unit-III:** LEGISLATURE: Legislative authority of the East India Company under the Charter of Queen Elizabeth, 1600 -- Changes under the Regulating Act, 1773 -- Act of 1781 -- Act of 1813 -- Act of 1833 — Establishment of Legislature of an all India character in 1834.

**Unit-IV:** The Indian Council Act, 1861 — Central Legislative Council and its composition, powers and functions. Government of India Act of 1900 - Government of India Act of 1919 — Setting up of bicameral system of legislature at the Centre in place of Imperial Council consisting of one House. The Government of India Act, 1935 -- the Federal Assembly and the Council of States, its composition, powers and functions — Legislative Assemblies in the Province. Law Reform and Law Commission.

**Unit-V:LEGAL PROFESSION:** Legal Profession in Pre-British India — Principles in ancient Indian system. Law practitioners in the Mayor's Courts established under the Charter of 1726. Organisation of Legal Profession under the

Charter of 1874. Provision for enrolment of Advocates, Vakils and Attorneys under the Legal Practitioner's Act, 1853.

**Suggested Readings:**

1. Herbet Cowall: *The History and Constitution of the Courts and Legislature Authorities in India*, 1936.
2. M.Y. Pylee: *Constitutional History of India, 1600-1950*.
3. M.P. Jain: *Outlines of Indian Legal History*.
4. A.B. Keith: *A Constitutional History of India, 1600-1935*.
5. Rama Jois: *Legal and Constitutional History*.

**II SEMESTER**

**PAPER-I: ENGLISH – II**

**Unit-I: Vocabulary:**

1. Foreign words and phrases (Important Latin and English affixes)
2. Certain set expressions and phrases
3. One word substitution
4. Words often confused

**Unit-II: Comprehension Skills:**

1. Common logical skills
2. Comprehension of legal texts

**Unit-III: Composition of Skills:**

1. Use of cohesive devices (legal drafting)
2. Precis-writing, summarising and briefing
3. Brief-writing and drafting of reports
4. Essay writing on topics of legal interest
5. Varieties of sentence structures and verb patterns

#### **Unit-IV: Speech Training:**

1. Reading aloud (Knowledge of proper pauses)
2. Key sounds, their discrimination and accent
3. Consulting a pronouncing Dictionary

#### **Unit-V: Speech Making:**

1. Rapid reading and debating exercises
2. Writing brief speeches like formally introducing a guest speaker, introducing the themes/topics of a Seminar to the audience, proposing a vote of thanks, etc.

#### **Suggested Readings:**

1. M.K. Gandhi: *The Law and Lawyers*
2. Lord Denning: *Due Process of Law* (Parts-I, II and III)
3. Life: *Legal Drafting*
4. David Green: *Contemporary English Grammar, Structure and*
5. *Composition* (Chapters XLI and XLII).
6. Asent: *Rhythm and Intonation of English*, CIEFL.

### **PAPER-II: HUMAN RESOURCE MANAGEMENT**

**Objectives :** To understand various facets of HRM and to create an understanding of the various policies and practices of HRM. To comprehend the emerging trends in HRM.

#### **Unit – I : Introduction:**

Concept – Scope – Basic Philosophy – Importance – Role and Status of HRM – Functions of HRM – Personnel Management Vs HRM – Environmental Influence on HRM. HRD – Concept, Scope – HRD Objectives and Programmes Future of HRD.

#### **Unit – II : Procurement of Human Resources:**

Manpower Planning Concepts – Objectives – Process – Job Analysis – Job Description – Job Specification – Uses of Job Analysis – Recruitment – Sources of Recruitment – Selection Process – Test – Placement – Induction – Workplace Adjustment –

Promotion – Demotion – Transfer.

**Unit – III : Training, Development and Performance appraisal**

Training and Development – Concepts and Importance o Assessing Training Needs – Methods – Management Development – Concept – Techniques, on the job and the off the job training – Evaluating Training Effectiveness. Performance Appraisal – Concept – Appraisal Methods – Traditional and Modern Methods – Problems in Appraisal.

**Unit – IV : Compensation – Wages and Salary Administration:**

Job Evaluation – Wages and Salary Administration – Objectives – Principles – Essentials of Sound Wage Structure – Methods of Wage payment – Wage Differentials – Wage Concepts – Minimum Wage – Living Wage – Fair Wage – National Wage Policy.

**Unit – V : Globalisation and HRM Strategies for New Millennium:**

Impact of Globalization on Employment – Trade Union – Collective Bargaining – Participative Management – Diversified Cultures – HRM Strategies for New Millennium - Emotional quotient – Mentoring and Counselling.

**Suggested Readings:**

1. Robins DeCenzo – “Human Resource Management”.
2. Subba Rao – “Essentials of Human Resource Management and Industrial Relations”.
3. G.B.Gupta – “Human Resource Management” – Sultan Chand & Co New Delhi.
4. R.S.Dwivedi – Managing Human Resources and Personnel Management.

**PAPER – III : PRINCIPLES OF MARKETING**

**Unit – I :** Origin of Marketing: Introduction. Definition – Marketing concepts, Marketing management. Difference between Selling and Marketing – Developing marketing. Strategy Marketing planning – Marketing Environment – Indian marketing environment.

**Unit – II :** Market Segmentation: Segmentation – application of market segmentation Bases for segmentation – Pattern of Market segmentation – segmentation strategy – Target marketing – Product life Cycle – Managing – Product Positioning – Bases for product positioning.

**Unit – III :** Managing Product: Concept of product – Layers of the product. Classification of products – product Mix decisions – Product Line decisions – New product development Product life Cycle – Managing product Life Cycle.

**Unit – IV : Pricing Strategies : Objectives of Pricing policy – factors affecting pricing. Types of Pricing – Pricing Strategies – Distribution Channel decisions – Channel Design – Types of Channels – Physical distribution.**

**Unit – V : Marketing Communication Process : Integrated marketing Communication Advertising: Objectives of Advertising – Types of Advertising – Sales promotion Personal Selling – Public Relations – Direct marketing – Types of Direct Marketing.**

**Suggested Readings:**

1. Philip Kotler and Garry Armstrong. "Principles of Marketing" PHI. 10<sup>th</sup> Edition 2008.
2. William J. Stanton. "Fundamentals of Marketing" , TMH, 2006.
3. Tapan K panda. "Marketing Management – India Context" , 2<sup>nd</sup> Edition. Excel Books. New Delhi. 2007.
4. Ramaswamy and Namakumari, "Marketing Management" , Mac Millan. New Delhi 2006.
5. Rajan Saxena. " Marketing Management" TMH. 2006.

**PAPER – IV :ELEMENTS OF FINANCIAL MANAGEMENT**

**Unit – I : Nature of Financial Management – Introduction, Scope of Finance. Finance functions – Financed Manager's Role. Goal of Financial Management Profit Maximization Vs. Wealth Maximization. Organization of Finance Function. Agency problems, Managers Vs. Shareholders goals. Emerging Role of Finance Managers in India.**

**Unit – II : Time Preference for Money – Introduction – Future Value of a single cash flow annuity – perpetuity continuous compounding. Present Value – Present Value of a single cash flow annuity, perpetuity continuous discounting, Practical Applications of Compounding and present Value Techniques.**

**Unit – III : Sources of Finance – Long term Finance: Shares. Debentures and Term Loans ordinary shares. Rights issue and equity share issue convertible debenture venture capital mutual funds. Short Term Finance – Money market instruments – commercial paper. Certificates of Deposit. Bills. Intercompany deposits.**

**Unit – IV : Determining cash flows for investment analysis – Cash Flow Vs Profit. Flows Calculation of Depreciation for tax purposes, cash flows. Components of Cash Flows. Calculation of Depreciation for tax purpose cash flow Replacement decision. Break even analysis.**

**Unit – V : Valuation of Bonds & Shares – Introduction to Risk & Return – Concept of value. Features of a Bond. Bond Values & Yields. Features and valuation of Ordinary Shares and Preference Shares. Significance of P/E Ratio.**

**Suggested Readings:**

1. I.M. Panday "Financial Management" 9<sup>th</sup> Edition. Vikas Publishing Pvt. Ltd.
2. Prasanna Chandra "Financial Management. Theory and Practice", 6<sup>th</sup> edition t tala Hi ii iarid
3. Brigham and Houston. "Fundamentals of Financial Managements", 10<sup>th</sup> edition. Thomson South – Western.
4. M. Y. Khan and P K Jain. "Financial Management", 3<sup>RD</sup> edition, YMH.
5. James C Van Horne. Fundamentals of Financial Management". 10<sup>th</sup> edition. I F.

**PAPER-V: LAW OF TORTS INCLUDING MOTOR VEHICLE ACCIDENTS AND CONSUMER PROTECTION LAWS****Unit-I :**

Nature of Law of Torts - Definition of Tort - Elements of Tort - Development of Law of Torts in England and India - Wrongful Act and Legal Damage - *Damnum Sine Injuria* and *Injuria Sine Damno* - Tort distinguished from Crime and Breach of Contract - General Principles of Liability in Torts - Fault - Wrongful intent - Malice - Negligence - Liability without fault - Statutory liability - Parties to proceedings.

**Unit-II**

General Defences to an action in Torts – Vicarious Liability - Liability of the State for Torts – Defense of Sovereign Immunity – Joint Liability – Liability of Joint Treadors – Rule of Strict Liability (*Ryland's V Fletcher*) – Rule of Absolute Liability (*MC Mehta vs. Union of India*) – Occupiers liability – Extinction of liability – Waiver and Acquiescence – Release – Accord and Satisfaction - Death.

**Unit-III**

Specific Torts - Torts affecting the person - Assault - Battery - False Imprisonment – Malicious Prosecution - Nervous Shock - Torts affecting Immovable Property - Trespass to land - Nuisance - Public Nuisance and Private Nuisance - Torts relating to movable property – Liability arising out of accidents (Relevant provisions of the Motor Vehicles Act).

#### **Unit-IV**

Defamation - Negligence - Torts against Business Relations - Injurious falsehood - Negligent Misstatement - Passing off - Conspiracy - Torts affecting family relations - Remedies - Judicial and Extra-judicial Remedies – Damages – Kinds of Damages – Assessment of Damages – Remoteness of damage - Injunctions - Death in relation to tort - *Action personalis moritur cum persona*.

#### **Unit-V**

Consumer Laws: Common Law and the Consumer - Duty to take care and liability for negligence - Product Liability - Consumerism - Consumer Protection Act, 1986 - Salient features of the Act - Definition of Consumer - Rights of Consumers - Defects in goods and deficiency in services – Unfair trade practices- Redressal Machinery under the Consumer Protection Act - Liability of the Service Providers, Manufacturers and Traders under the Act – Remedies.

#### **Suggested Readings:**

1. Winfield & Jolowicz : *Law of Tort*, Sweet and Maxwell, London.
2. Salmond and Heuston : *Law of Torts*, edition, 2nd Indian reprint, Universal Book traders, New Delhi.
3. Ramaswamy Iyer: *The Law of Torts*, LexisNexis Butterworths, New Delhi.
4. PSA Pillai's: *Law of Tort*, Eastern Book Company, Lucknow.
5. Durga Das Basu: *The Law of Torts*, Prentice Hall of India, New Delhi.
6. Ratanlal & Dhirajlal: *The Law of Torts*, LexisNexis.
7. R.K.Bangia: *Law of Torts*, Allahabad Law Agency, Allahabad.
8. Vivienne Harpwood: *Law of Torts*, Cavendish Publishing Ltd. London.
9. Hepple & Mathews: *Tort - Cases and Materials*, Butterworth, London.
10. D.N.Saraf: *Law of Consumer Protection in India*, Tripathi, Bombay.
11. G.B.Reddy, *Law of Consumer Protection in India*, Gogia Law Agency

## **SEMESTER – III**

### **PAPER – I : PRINCIPLES OF ORGANIZATIONAL BEHAVIOUR**

**Unit – I : Introduction:** Concept and nature of Organizational behavior; contributing disciplines to the field of O.B. Models; Need to understand human behavior; Challenges and Opportunities.

**Unit – II :Individual & Interpersonal Behaviour:** Biographical Characteristics; Ability; Values; Attitudes – Formation, Theories, Organization related attitude, Relationship between attitude and behavior; Personality determinants and traits; Emotions; Learning – Theories and reinforcement schedules, Perception – Process and errors. Interpersonal Behavior: Johari Window; Transactional Analysis – ego states, types of transactions, life positions, applications of T.A.

**Unit – III : Group Behaviour & Team Development:** Concept of Group and Group Dynamics; Types of Groups; Formal and Informal Groups; Stages of Group Development. Theories of Group Formation; Group Norms Group Cohesiveness; Group Think and Group Shift. Group Decision Making; Inter Group Behaviour; Concept of Team Vs. Group; Types of teams; Building and managing effective teams.

**Unit – IV : Structural Unit – Dimension of Organizational Behaviour –** Form of Organization Structure. Organizational Effectiveness – Factors in Organizational Effectiveness.

**Unit – V : Organization Culture and Conflict Management:** Organizational Culture-Concept, Functions, Socialization; Creating and sustaining culture; Managing Conflict-Sources, types, process and resolution of conflict; Managing Change; Managing across Cultures; Empowerment and Participation.

**Suggested Books:**

1. Prasad, L.M.(2003), Organizational Behaviour, Sultan Chand & Sons.
2. Stephen P. Robbins (2003). Organizational Behaviour; "Prentice Hall of India Pvt.Ltd.", New Delhi.
3. Luthans, Fred (2003); Organizational Behaviour, Tata McGraw Hill, New Delhi.
4. Chhabra, T.N. & Singh, B.P., Organization Behavior, Sultan Chand & Sons.
5. Khanka, S.S.; Organizational Behaviour, Sultan Chand and Sons, New Delhi, Latest Edition.
6. Joseph, Weiss (2004); Organization Behaviour and change, Vikas Publishing house.



## **PAPER – II : BUSINESS STATISTICS**

**Unit – I : Business Statistics:** Statistics – Definitions – Statistical methods- Importance and Scope – Limitations – Need for Data – Principles of Measurement – Principles of Secondary data. Tabulation and Presentation; Classification of Data – Data Array – Frequency Distribution – Methods of data classification – Types of Frequency Distributions / tabulation of Data – Objectives of Tabulation – Parts and Types of Tables – Graphical Presentation – Functions of Graphs – Advantages and limitations of Graphs – Diagrams – Rules for Drawing Diagrams, One, Two and Three Dimensional Diagrams – Pictograms, Cartograms, Stem and Leaf Displays.

**Unit – II : Measures of Central Tendency:** Introduction to Averages – Requisites for a Measure of Central Tendency, Mean – Combined mean, Weighted mean. Median – partition values – Quartiles, Deciles and Percentiles, Relationship between Partition values – Mode – Relationship between Mean, Median and Mode. Geometric Mean (GM) – Combined GM, Weighted GM, Harmonic Mean – for Grouped and Ungrouped data and Advantages and Disadvantages of all the measures of CT. **Measures of Dispersion:** Introduction – Significance and Requisites of a Measure of dispersion, Range, QD, MD and SC – for Grouped and Ungrouped – Advantages and Disadvantages. Concept of Variation – Coefficient of Variation. **Skewness and Kurtosis (SK):** Introduction, Measures of SK, Relative measures of SK – Advantages and Disadvantages. Moments – concepts – Calculation – Kurtosis.

**Unit – III : Index Numbers:** Introduction – Types – Characteristics – Construction weighted and un weighted index numbers – Price and Quantity / Volume index numbers – Tests – Time reversal – Factor Reversal and Circular tests – Chain and Fixed base – Changing of base – Combining of two of more overlapping indices consumer price Index – Problems in Construction.

**Unit – IV : Sampling:** Sampling – Reasons of Sample survey – bias in Survey. Definitions of population, sample, Parameter, Statistic – Principles of Sampling, Statistical Regularity, Inertia of Large Numbers, Optimization, Persistence of small numbers – Validity. Probability and non probability sampling methods – choice of sampling method, sampling distribution and Standard Error (SE). **Probability:** Concepts – Random Experiment, Sample space – Definitions of Probability, Simple Problems on Probability, Addition and Multiplication theorems, conditional, Joint and Marginal Probability.

**Unit – V : Correlation Analysis:** Scatter diagram, Positive and negative correlation, limits for coefficient of correlation, Kari Pearson's coefficient of correlation, Spearman's Rank correlation. **Regression Analysis :** Concept, Least square fir of a linear regression, two lines of regression, properties of regression, properties of regression coefficients (Simple problems only) **Time Series Analysis:** Components, Models of Time Series – Additive, Multiplicative and Mixed models; Trend analysis – Free hand curve, Semi averages, moving averages, Least Square methods ( Simple problems only).

### **Suggested Books:-**

1. Gupta SC "Fundamental of Statistics" 6<sup>th</sup> Ed, Himalaya Publishers House, 2004.
2. Sharma JK "Business Statistics" 2<sup>nd</sup> Ed, Pearson Education, 2007.

### **PAPER- III: MANAGEMENT INFORMATION SYSTEMS (MIS)**

**Unit – I : Management information system:** The System Approach and System View of Business Introduction to the Process of M.I.S Development.

**Unit – II : Management Information System Design:** Defining the Problem, Set System Objectives, Determining information needs – Sources, Development and Selection of alternative design.

**Unit – III : Information System for Decision Making:** Basic Information System Related to Finance, Production, Marketing and Human Resources.

**Unit – IV : MIS and Decision Making:** Phases of Decision making process. MIS support each of the phases of Intelligence. Design & Choice. Programmed V/S Non – Programmed Decisions and MID Support to them.

**Unit – V : Implementation of MIS:** States of Implementation: evaluating the system – various criteria of Evaluation, Maintenance of the System.

#### **Suggested Readings:**

1. Information Systems for Modern Management, Robert G.Murdic, Joel E Ross James R.Clagget PHI, New elhi.
2. Management Information Systems, Gordon B.Davis, M.H. Olson, Prentice Hall, New Jersey.
3. Management Oriented Management Information System, Jerome Kanter, PHI, New Delhi.

## **Paper-IV: LAW OF CONTRACT-I**

### **Unit-I:**

Definition and essentials of a valid Contract - Definition and essentials of a valid Offer - Definition and essentials of valid Acceptance - Communication of Offer and Acceptance - Revocation of Offer and Acceptance through various modes including electronic medium - Consideration - salient features - Exception to consideration - Doctrine of Privity of Contract - Exceptions to the privity of contract - Standard form of Contract.

### **Unit-II:**

Capacity of the parties - Effect of Minor's Agreement - Contracts with insane persons and persons disqualified by law - Concepts of Free Consent - Coercion - Undue influence - Misrepresentation - Fraud - Mistake - Lawful Object - Immoral agreements and various heads of public policy - illegal agreements - Uncertain agreements - Wagering agreements - Contingent contracts - Void and Voidable contracts.

### **Unit-III:**

Discharge of Contracts - By performance - Appropriation of payments - Performance by joint promisors - Discharge by Novation - Remission - Accord and Satisfaction - Discharge by impossibility of performance (Doctrine of Frustration) - Discharge by Breach - Anticipatory Breach - Actual breach.

### **Unit-IV:**

Quasi Contract - Necessaries supplied to a person who is incapable of entering into a contract - Payment by an interested person - Liability to pay for non-gratuitous acts - Rights of finder of lost goods - Things delivered by mistake or coercion - Quantum meruit - Remedies for breach of contract - Kinds of damages - liquidated and unliquidated damages and penalty - Duty to mitigate.

### **Unit-V :**

Specific Relief - Recovering possession of property - Specific performance of the contract - Rectification of instruments - Rescission of contracts - Cancellation of instruments-Declaratory Decrees-Preventive Relief-Injunctions - Generally - Temporary and Perpetual injunctions - Mandatory & Prohibitory injunctions - Injunctions to perform negative agreement.

**Suggested Readings:**

1. Anson: *Law of Contract*, Clarendon Press, Oxford.
2. Krishnan Nair: *Law of Contract*, S.Gogia & Co., Hyderabad.
3. G.C.V. Subba Rao: *Law of Contract*, S.Gogia & Co., Hyderabad.
4. T.S.Venkatesha Iyer: *Law of Contract*, revised by Dr.V.Krishnama Chary, S. Gogia & Co.
5. Avatar Singh: *Law of Contract*, Eastern Book Company, Lucknow.

**PAPER-V: FAMILY LAW-I (Hindu Law)****Unit-I :**

Sources of Hindu Law – Scope and application of Hindu Law – Schools of Hindu Law - Mitakshara and Dayabhaga Schools – Concept of Joint Family, Coparcenary, Joint Family Property and Coparcenary Property – Institution of Karta- Powers and Functions of Karta - Pious Obligation - Partition – Debts and alienation of property.

**Unit-II :**

Marriage - Definition - Importance of institution of marriage under Hindu Law – Conditions of Hindu Marriage – Ceremonies and Registration – Monogamy – Polygamy-Recent Trends in the institution of marriage.

**Unit-III:**

**Matrimonial** Remedies under the Hindu Marriage Act, 1955 - Restitution of Conjugal Rights – Nullity of marriage – Judicial separation – Divorce – Maintenance *pendente lite* – importance of conciliation- *Role of Family Courts in Resolution of matrimonial disputes.*

**Unit-IV:**

Concept of Adoption – *Historical perspectives of adoption in India – In country and inter-country adoptions* - Law of Maintenance - Law of Guardianship – The Hindu Adoption and Maintenance Act, 1956 – The Hindu Minority and Guardianship Act 1956.

**Unit-V :**

Succession – Intestate succession – Succession to the property of Hindu Male and Female; Dwelling House – The Hindu Succession Act, 1956 as amended by the Hindu Succession (Andhra Pradesh Amendment) Act, 1986 & the Hindu Succession (Amendment) Act, 2005 – Notional Partition – Classes of heirs – Enlargement of limited estate of women into their absolute estate – *Daughters right to inherit ancestral property and impact of recent changes in law.*

**Suggested Readings:**

1. Paras Diwan : *Modern Hindu Law*, Allahabad Agency, Delhi.
2. Paras Diwan : *Family Law*, Allahabad Agency, Delhi.
3. Mayne: *Hindu Law - Customs and Usages* , Bharat Law House, New Delhi.
4. Sharaf: *Law of Marriage and Divorce*.
5. G.C.V. Subba Rao, *Family Law in India*, S. Gogia & Company, Hyderabad.
6. Mayne's *Treatise on Hindu Law & Usage*, Bharath Law House.
7. Y.F. Jaya Kumar, *Horizons of Family Law in India-Select Essays* , Spandana Publications, Secunderabad

## **IV SEMESTER**

### **PAPER –I : BUSINESS COMMUNICATION**

**Unit – I :Concept of Communication:** Process of Communication – Barriers to effective Communication – Overcoming barriers – Typology of communication – Oral communication – Listening process. Elements of good oral communication – Relevance of feedback.

**Unit – II : Nonverbal communication-** Types and relevance of nonverbal communication Negotiation process – Its relevance in business – Effective negotiation strategy – Negotiation process and phases involved.

**Unit – III : Business Presentations** – Ingredients of effective presentation – Types of presentations – Process and structuring presentations – Team presentations – Nonverbal dimensions in presentations.

**Unit – IV : Business report writing** – Types of reports – Essentials of a good report – Structure and contents of presentation **Business letters** – Different types – Effective business letters – Styles and format features of good business letters.

**Unit – V : Resume- Curriculum vitae** – Contents of good resume – Different styles of resume writing; **Group discussion** – Objective – Approaches for effective group discussion – Group discussion techniques – Ingredients of good discussion – evaluation parameters of group discussion. **Interview** – Concept – Types of interviews – Interview facing techniques – components of effective interview – Do's and Don'ts in a good interview.

#### **Suggested Books:-**

1. Penrose, Rasberry and Myers, "Business Communication for Managers". Cengage Learning.
2. C S G Krishnamacharyalu and L. Ramakrishnan, "Business Communications", 2009, Himalaya Publishing House.
3. U S Rai & S M Rai, "Business Communication". Himalaya Publishing House.
4. Mary Munter, "Guide to Managerial Communication". 2008 Edition.
5. Paul R. Timm, "Straight Talk: Written communication for career success", Routledge Publication.

## **PAPER-II: ENTREPRENEURSHIP**

**Unit – I : Concept of Entrepreneur and Entrepreneurship:** its evolution, characteristics, role of Entrepreneurship in Economic Development, Entrepreneurship in India – Factors and Institutional framework. Theories of Entrepreneurship.

**Unit – II :Relationship between small and large business:** problems of small scale industries in the Indian context, growth of small Scale Industries and Entrepreneurial Motivation, Policy support to small scale industries and Entrepreneurship.

**Unit – III :Forms of Ownership:** Structural patterns, Entrepreneurial Development and Training aspects involved in the growth of Entrepreneurial Environment.

**Unit – IV : Projects managements:** Project idea to Project Appraisal. Issues in financing small business.

**Unit – V : Production and Operation Management:** issues in small business, marketing channels/ methods in small business – Problem of Entrepreneurship – reasons and remedies.

### **Suggested Readings:**

1. Entrepreneurship Development: Dr.C.B.Gupta
2. Udyamita: Sudha G.S.
3. Dynamics of Entrepreneurship development & Management: Vasant Desai
4. Entrepreneurship Development: G.A.Kaulgud

### **PAPER – III - ADVERTISING AND SALESMANSHIP**

**Unit – I :Advertising** : definition, objectives. Types of Advertising: Newspaper, Magazines, Journals. Outdoor Ads, Theatre Ads, Radio, TV Advertisement, Product placement.

**Unit – II : Ad Agencies** : Its Types and functions. Ethics in Advertisement

**Unit – III : Advertisement Budget:** Element of Advertisement – Copy Writing. Advertisement layout, Proof reading, Typography, Lithography. Use of Symbols, Slogans Caption Catch Phrase.

**Unit – IV : Salesmanship** : Importance of Salesman, Steps in selling. Direct Marketing. Different Salesman – retailer, wholesaler, etc.

**Unit – V : Negotiation:** Knowledge, Skills and Qualities required in salesmanship. Training and supervising the salesman. Motivating the salesman- perks, commission, incentives, remuneration, awards and rewards

#### **Suggested Books:**

1. Dawar S.R : Salesmanship and Advertisement
2. Cummins. J : Sales Promotion
3. Birth and Boyd: New patterns in Sales Management
4. Debbie Gilliland : Marketing

### **PAPER – IV: LAW OF CONTRACT–II**

**Unit-I :** Indemnity and Guarantee - Contract of Indemnity, definition - Rights of Indemnity holder - Liability of the indemnified - Contract of Guarantee - Definition of Guarantee - Essential characteristics of Contract of Guarantee - Distinction between Indemnity and Guarantee - Kinds of Guarantee - Rights and liabilities of Surety - Discharge of surety. Contract of Bailment - Definition of bailment - Essential requisites of bailment - Kinds of bailment - Rights and duties of bailor and bailee - Termination of bailment - Pledge - Definition of pledge - Rights and duties of Pawnor and Pawnee - Pledge by non-owner.

**Unit-II:** Contract of Agency - Definition of Agent - Creation of Agency - Rights and duties of Agent - Delegation of authority - Personal liability of agent - Relations of principal and agent with third parties - Termination of Agency.



**Unit-III:** Contract of Sale of Goods - Formation of contract - Subject matter of sale - Conditions and Warranties - Express and implied conditions and warranties - Pricing - *Caveat Emptor* – Hire purchase agreements.

**Unit-IV :** Property - Possession and Rules relating to passing of property - Sale by non-owner - *Nemo dat quad non habet* - Delivery of goods - Rights and duties of seller and buyer before and after sale - Rights of unpaid seller - Remedies for breach.

**Unit-V :** Contract of Partnership - Definition and nature of partnership - Formation of partnership- Test of partnership - Partnership and other associations - Registration of firm - Effect of non-registration - Relations of partners - Rights and duties of partners - Property of firm - Relation of partners to third parties - Implied authority of partners - Kinds of partners - Minor as partner - Reconstitution of firm - Dissolution of firm – LLP.

**Suggested Readings:**

1. Anson's *Law of Contract*, Oxford University Press, London.
2. Venkatesh Iyyer: *The Law of Contracts and Tenders*, Gogia & Company, Hyderabad.
3. Cheshire & Fifoot: *Law of Contract*, Butterworth, London, 1976.
4. Mulla: *The Indian Contract Act*, N.M.Tripathi (P) Ltd. Bombay, 1984.
5. G.C.V. Subba Rao: *Law of Contracts*, S. Gogia & Co., Hyderabad
6. Krishnan Nair: *Law of Contracts*, S. Gogia & Co. Hyderabad
7. Avtar Singh: *Law of Contracts*, Eastern Book Company, Lucknow
8. A Ramaiah's *Saleof Goods Act*, The Law Book Co., Allahabad.
9. Benjamin's *Saleof Goods*, Sweet & Maxwell, London.
10. P.S.Atiyah: *Saleof Goods Act*, Universal Book Traders, Delhi.
11. Chales D.Drale: *Law of Partnership*, Sweet & Maxwell, London.
12. Bowstead *On Agency*, Sweet and Maxwell, London.

## **PAPER – V: FAMILY LAW-II**

### **(Muslim Law and Other Personal Laws)**

**Unit-I :** Origin and development of Muslim Law - Sources of Muslim Law - Schools of Muslim Law - Difference between the Sunni and Shia Schools – Sub-schools of Sunni Law - Operation and application of Muslim Law - Conversion to Islam - Effects of conversion - Law of Marriage, nature of Muslim Marriage - Essential requirements of valid Marriage - Kinds of Marriages - distinction between void, irregular and valid marriage - Dower (Mahr) - Origin, nature and importance of dower, object of dower and classification of dower.

**Unit-II:** Divorce - Classification of divorce - different modes of Talaq - Legal consequences of divorce - Dissolution of Muslim Marriage Act, 1939 - Maintenance, Principles of maintenance, Persons entitled to maintenance - The Muslim Women (Protection of Rights on Divorce) Act, 1986 - Effect of conversion on maintenance and difference between Shia and Sunni Law.

**Unit-III:** Parentage - Maternity and Paternity - Legitimacy and acknowledgment - Guardianship - Meaning - Kinds of guardianship - Removal of guardian - Difference between Shia and Sunni Law. Gift - Definition of Gift - Requisites of valid gift - Gift formalities - Revocation of gift - Kinds of gift. Wills - Meaning of Will - Requisites of valid Will - Revocation of Will - Distinction between Will and Gift - Difference between Shia and Sunni Law.

**Unit-IV :** Waqf \_ Definition - Essentials of Waqf - Kinds of Waqf – Creation of Waqf - - Revocation of Waqf - Salient features of the Waqf Act, 1995 – Mutawalli - Who can be Mutawalli - Powers and duties of Mutawalli - Removal of Mutawalli and Management of Waqf property. Succession - Application of the property of a deceased Muslim - Legal position of heirs as representatives - Administration - Waqf Tribunals and Jurisdiction.

**Unit-V :** Special Marriage Act, 1954 - Salient features of Indian Divorce Act, 1869 - Domicile - Maintenance to dependents/ Spouses - Intestate succession of Christians under the Indian Succession Act, 1925.

### **Suggested Readings:**

1. Tahir Mahmood: *The Muslim Law of India*, Law Book Company, Allahabad.
2. Aquil Ahmed: *Text Book of Mohammadan Law*, Central Law Agency, Allahabad.
3. G.C.V. Subba Rao: *Family Law in India*, S.Gogia & Company, Hyderabad.
4. Asaf A.A.Fyzee: *Outlines of Mohammadan Law*, Oxford University Press, Delhi.
5. Mulla: *Principles of Mohammedan Law*.
6. Paras Divan: *Family Law (Hindu, Muslim, Christian, Parsi and Others)*, Allahabad Law Agency, Allahabad.
7. M.A. Qureshi: *Text Book on Muslim Law*, Central Law Publications, Allahabad.
8. B.R. Varma, *Mohammedan Law*, Delhi Law House, New Delhi.

## **V – SEMESTER**

### **PAPER – I – INTERNATIONAL TRADE**

**Unit – I : Role and process:** introduction International Business (Trade) Theories.

**Unit – II : Strategic Management:** Designing appropriate structure Strategic planning in MNCs strategic Consideration.

**Unit – III : Control and evaluation:**

Introduction and control systems Measurements and evaluation of performance multinational corporate culture.

**Unit – IV : Management Process and Practice:** Human Resourced Management in MNC's International Production and Logistics Negotiations in International Business.

**Unit – V : Multi Lateral Arrangements:** International Business LDC's, Regional Trade Grouping and Cooperation role of international organizations. Multi Lateral (Negotiated) agreements.

#### **Reference Books:-**

1. Neganthi A.R. 1988, International Management, PHI, Delhi.
2. Rugman, A.M, Licraw, D.J and D. Booth, 1985 International Business. MGH, NY.
3. Roninson, Richard D. 1978, International Business Management, The Dryden Press, Illinois.
4. Nagesh Kumar, Multinational Enterprises in India, Routledge, London, 1990
5. Davidson, William, H, 1982. 'Global Strategic Management, John Wiley, New York.
6. Cells, L.T., Third World Multinationals, Cambridge, 1983.
7. International Business – P.V.Subba Rao Himalaya Publishers.Mumbai.

## **PAPER II: ENVIRONMENTAL STUDIES**

### **Unit-I:**

Environmental Studies: Introduction - Definition, Scope and Importance - Basic principle of ecosystem functioning - Concept of ecosystem, structure and functioning of ecosystem, introduction and characteristic features, structures and functions, different ecosystems. Biodiversity and its conservation: Introduction - Bio-geographical classification of India. Value of biodiversity - consumptive and predictive use, social, ethical and optional values. Biodiversity - Global, National and local levels. Hot spots of biodiversity - Threats to biodiversity - Endangered and endemic species of India - Conservation of biodiversity - In-situ and Ex-situ conservant.

### **Unit-II:**

Environmental and Natural Resources: Forest resources - Use and over-exploitation, Deforestation, Timber extraction, Mining and dams - their effects on forests and tribal people. Water resources - Use and over-utilization of surface and ground water, floods, droughts, conflicts over water, dams - effects of extracting and using mineral resources. Food resources - World food problems - change caused by agricultural and overgrazing, effects of modern agricultural fertilizer pesticide problems, water logging and salinity.

**Environmental Valuation:** Welfare measure and environmental values, definition and classification of environmental values, valuation methods.

**Environmental Economics:** Economic approach to environmental preservation and conservation, property rights and externalities, management of natural resources.

### **Unit-III:**

**Environmental Pollution:** Causes, effects and control measures of air pollution, water pollution, soil pollution, marine pollution, noise pollution.

**Environmental Problems in India:** Effects of human activities on the quality of life, Water and River, Ground water, Wasteland reclamation.

### **Unit-IV:**

**Regional and Sectoral Issues:** Urbanization, Agro-forestry, Dry lands, Goods and services, Mountain development, River basin water resources management, sustainable tourism, and Coastal zone management.

**Environment and Development:** The economy and environment interaction, State of the Environment - Economics of development, preservation and conservation. Sustainability: Theory and Practice, Equitable use of resources for sustainable life styles - Role of an individual in prevention of pollution.

**Human Population and the Environment:** Population growth and environment - Human Rights.

#### **Unit-V:**

**Social Issues and the Environment:** Sustainable Development - Resettlement and rehabilitation of people and its problems and concerns.

**Environmental ethics:** Issues and possible solutions-Consumerism and waste products - Public awareness- Sustainable resources management.- Design of Environmental Policy — Direct regulation by Government - Command and control instrumentation.

#### **Suggested Readings:**

- 1.B. Sudhakara Reddy, (Member, Expert Committee on Environment Indira Gandhi Institute of Development Research, Mumbai): *Environmental Studies — For Undergraduate Course (non-engineering stream)* Department of Higher Education, Hyderabad.
- 2.C.Manohar Chary and P.Jayaram Reddy: *Principles of Environmental Studies*. B.S. Publications, Hyderabad
- 3.Y.Anjaneyulu: *Introduction to Environmental Science*. B.S. Publications, Hyderabad
- 4.P.D. Sharma: *Ecology and Environment*, Rastogi Publications, Meerut
- 5.A.P. Rao and Ch. Rajaiah: *Paryavaran Shastram( in Telugu)*, Sunil Book Service, Warangal

### **PAPER-III: CRIMINAL LAW-I**

#### **Unit-I**

Meaning of Crime - Essential elements of Crime – Crime and Tort - Crime and Breach of Contract – Stages of Crime - Historical Background of Indian Penal Code - Territorial operation of the Code - Punishment of Offences committed beyond India - Extra-territorial operation of the Code.

#### **Unit-II**

General Explanations – Punishments - General Exceptions - Abetment - Criminal Conspiracy

#### **Unit-III**

Offences against the State – Offences relating to Army, Navy and Air force - Offences against Public Tranquility- *Increasing tendency of offences under S.153-A and S.153-B*

#### **Unit-IV**

Offences by or Relating to Public Servants - Offences Relating to Elections - Contempt of the Lawful Authority of Public Servants.

#### **Unit-V**

False Evidence - Offences against Public Justice - Offences relating to Coin and Government Stamps - Offences relating to Weights and Measures - Offences relating to Public Health, Safety, Convenience, decency and Morals - Offences relating to Religion

#### **Suggested Readings:**

1. Ratan Lal and Dhiraj Lal: *Indian Penal Code*, Wadhwa & Co., 2000
2. Achutan Pillai: *Criminal Law*, Butterworth Co., 2000.
3. Gour K.D.: *Criminal Law - Cases and Materials*, Butterworth Co., 1999.
4. Kenny's: *Outlines of Criminal Law*, (1998 Edition).
5. O.P.Srivastava: *General Principles of Criminal Law*

## **Paper IV: CONSTITUTIONAL LAW-I**

### **Unit-I:**

Constitution-Meaning and Significance - Evolution of Modern Constitutions - Classification of Constitutions- Indian Constitution - Historical Perspectives - Government of India Act, 1919-Government of India Act, 1935-Drafting of Indian Constitution - Role of Drafting Committee of the Constituent Assembly

### **Unit-II:**

Nature and Salient Features of Indian Constitution - Preamble to Indian Constitution - Union and its Territories-Citizenship - General Principles relating to Fundamental Rights(Art.13) - Definition of State

### **Unit-III:**

Right to Equality(Art.14-18) – Freedoms and Restrictions under Art.19 - Protection against Ex-post facto law - Guarantee against Double Jeopardy - Privilege against Self-incrimination - Right to Life and Personal Liberty - Right to Education – Protection against Arrest and Preventive Detention

### **Unit-IV:**

Rights against Exploitation - Right to Freedom of Religion - Cultural and Educational Rights - Right to Constitutional Remedies - Limitations on Fundamental Rights(Art.31-A,B and C)

### **Unit-V:**

Directive Principles of State Policy – Significance – Nature – Classification - Application and Judicial Interpretation - Relationship between Fundamental Rights and Directive Principles - Fundamental Duties – Significance - Judicial Interpretation

### **Suggested Readings:**

1. M.P.Jain, *Indian Constitutional Law*, Wadhwa & Co, Nagpur
2. V.N.Shukla, *Constitution of India*, Eastern Book Company, Lucknow
3. Granville Austin, *Indian Constitution-Cornerstone of a Nation*, OUP, New Delhi
4. H.M.Seervai, *Constitutional Law of India* (in 3 Volumes), N.M.Tripathi, Bombay
5. G.C.V.Subba Rao, *Indian Constitutional Law*, S.Gogia & Co., Hyderabad
6. B.Shiva Rao: *Framing of India's Constitution* (in 5 Volumes), Indian Institute of Public Administration, New Delhi
7. J.N.Pandey, *Constitutional Law of India*, Central Law Agency, Allahabad



## **Paper V: CORPORATE LAW-I**

### **Unit- I**

Corporate Personality - General Principles of Company Law - Nature and Definition of Company - Private Company and Public Company - Characteristics of a Company - Different kinds of Company - Registration & Incorporation of Company - Lifting the Corporate Veil – Company distinguished from Partnership, HUF and LLP--*Position under the Companies Acts of 1956 and 2013*

### **Unit – II**

Promoters - Memorandum of Association - Doctrine of Ultravires - Articles of Association - Doctrine of Indoor Management - Prospectus - Civil and Criminal liability for misstatement in prospectus - Statement in lieu of Prospectus - Pre-incorporation Contracts - Membership in a Company - Borrowing Powers – Debentures & Charges-*Position under the Companies Acts of 1956 and 2013*

### **Unit- III**

Shares & Stock - Kinds of shares - Statutory restrictions on allotment of shares - Intermediaries – Call on shares for future of shares- Transfer of shares – Transmission of shares – Reduction on transfer of shares - Rectification of register on transfer - Certification and issue of certificate of transfer of shares - Limitation of time for issue of certificates - Object and effect of share certificate-*Position under the Companies Acts of 1956 and 2013*

### **Unit – IV**

Directors – Different kinds of Directors - Appointment, position, qualifications and disqualifications- powers of Directors - Rights and Duties of Directors - Meetings and proceedings - kinds of meetings - Statutory meeting- Statutory report - Annual General Meeting - Extraordinary meeting - Power of the Tribunal to order meeting - class meetings - Requisites for a valid meeting - Chairman for meetings - Duties of Chairman - Proxy - Resolutions – Minutes-Shareholders Activism-*Corporate Social Responsibility-Position under the Companies Acts of 1956 and 2013*

### **Unit – V**

Accounts and Audit - Inspection and Investigation - Compromises, Reconstruction and Amalgamation - Majority rule and Rights of minority share holders - Prevention of oppression and mismanagement - Revival and rehabilitation of sick industrial companies - Mergers, Amalgamation and Takeover - Dissolution of a company – Winding up of companies-Modes of winding up of companies – consequences of winding up - *The insolvency and Bankruptcy Code, 2016 in relation to winding up of companies –Authorities under the Act-* Department of

Company Affairs - NCLAT, NCLT, Company Law Board, Regional Directors, ROC, Public Trustee or Advisory Committee & SFIO -*Their powers and functions*- – Jurisdiction of Courts - *The impact of the Companies Act, 2013*.

**Suggested Readings:**

1. Shah : *Lectures on Company Law*, N.M.Tripati, Bombay.
2. Avtar Singh : *Company Law*, Eastern Book Company.
3. Charlesworth: *Company Law*, Sweet and Maxwell.
4. Ramaiah: *Company Law*, Wadhwa & Co.
5. Dutta: *Company Law*, Eastern Law House, Calcutta.
6. The Companies Act, 2013.
7. Executive Programme Study Material on Company Law, The Institute of Company Secretaries of India, New Delhi available at [www.icsi.edu](http://www.icsi.edu).
8. Gower: *Principles of Modern Company Law*
9. J.M. Thomson: Palmer's Company Law

## **VI SEMESTER**

### **PAPER – I –BUSINESS POLICY AND STRATEGY**

**Unit – I : Introduction to Business Policy:** Nature, scope and importance of Business Policy; Evolution of Business Policy – Forecasting, Long- range planning, strategic planning and strategic management.

**Unit – II : Strategic Management Process:** Formulation Phase – vision, mission, environmental scanning, objectives and strategy; implementation phase- Strategic Activities, Evaluation and Control. **Corporate Strategy:** Concepts, Significance & objectives; types of strategies.

**Unit – III : Environmental Analysis:** Need, Characteristics and categorization of environmental factors; approaches to the environmental scanning process – structural analysis of competitive environment; ETOP a diagnosis tool.

**Unit – IV : Analysis of Internal Resources:** Strengths and Weakness; Resource Audit; Strategic Advantage Analysis; Value-Chain Approach to Internal Analysis; Methods of analysis and diagnosing Corporate Capabilities – Functional Area Profile and Resource Deployment Matrix, Strategic Advantage Profile; SWOT analysis.

**Unit – V : Formulation of Strategy:** Approaches to Strategy formation; major strategy options – Stability, Growth and Expansion, Diversification, Retrenchment, mixed Strategy; Choice of Strategy – BCG Model; Stop – Light Strategy Model; Directional Policy Matrix (DPM) Model, Product/ Market Evolution – Matrix and Profit Impact of Market Strategy (PIMS) Model;  
**Major Issues involved in the Implementation of strategy:** Organization structure; leadership and resource allocation .

**Suggested Readings:**

1. Wheelen, Thomas L. and J. David Hunger; Strategic Management and Business Policy: Emerging.
2. Ghosh, P.K.; Strategic Planning and Management, Sultan Chand & Sons, New Delhi, 8<sup>th</sup> ed., 2000.
3. Kazmi, Azhar; Business Policy, Tata McGraw-Hill, New Delhi, 2000.
4. Thompson, Arthur A. and A. J. Strickland; Strategic Management, McGraw -Hill, New York, 1999.
5. Jauch and Glueck; Business Policy and Strategic Management, McGraw-Hill.
6. Rao, P. Subba; Business Policy and Strategic Management, Himalaya Publishing House, 1<sup>st</sup> ed., 1999.
7. McCarthy, Minichiello & Curran; Business Policy and Strategy: Concepts and Readings, Richard D. Irwin and AITBS, Delhi, 4<sup>th</sup> ed., 1996.
8. Ansoff, H. Igor; Corporate Strategy, Penguin,

## PAPER – II: ENVIRONMENTAL LAW

**Unit-I** The meaning and definition of environment – Ecology - Ecosystems- Biosphere - Biomes - Ozone depletion - Global Warning - Climatic changes - Need for the preservation, conservation and protection of environment - Ancient Indian approach to environment- Environmental degradation and pollution - Kinds, causes and effects of pollution.

**Unit-II** Common Law remedies against pollution - trespass, negligence, and theories of Strict Liability & Absolute Liability - Relevant provisions of I.P.C. and Cr.P.C. and C.P.C., for the abatement of public nuisance in pollution cases - Remedies under Specific Relief Act - Reliefs against smoke and noise - Noise Pollution.

**Unit-III** The law relating to the preservation, conservation and protection of forests, wild life and endangered species, marine life, coastal ecosystems and lakes etc. - Prevention of cruelty towards animals - The law relating to prevention and control of water pollution - Air Pollution - Environment pollution control mechanism - Law relating to environment protection – National Environmental

Tribunal and National Environmental Appellate Authority- *National Green Tribunal-Their powers and jurisdiction*

**Unit-IV:** Art. 48A and Art. 51A(g) of the Constitution of India - Right to wholesome environment - Right to development - Restriction on freedom of trade, profession, occupation for the protection of environment - Immunity of Environment legislation from judicial scrutiny(Art.31C) - Legislative powers of the Centre and State Government - Writ jurisdiction - Role of Indian Judiciary in the evolution of environmental jurisprudence.

**Unit-V** International Environmental Regime - Transactional Pollution - State Liability - Customary International Law - Liability of Multinational Corporations/Companies - Stockholm Declaration on Human Environment, 1972 - The role of UNEP for the protection of environment - Ramsar Convention 1971 - Bonn Convention (Migratory Birds) 1992 - Nairobi Convention, 1982 (CFCC) - Biodiversity Convention (Earth Summit), 1992 - Kyoto Protocol 1997, Johannesburg Convention 2002.

**Suggested Readings:**

1. Armin Rosencranz and Shyam Divan: *Environmental Law and Policy in India*.
2. Manoj Kumar Sinha (Ed), *Environmental Law and Enforcement: The Contemporary Challenges*, Indian Law Institute, New Delhi, 2016.
3. A.Agarwal (Ed.): *Legal Control of Environmental Pollution*
4. Chetan Singh Mehta: *Environmental Protection and Law*
5. V.K. Krishna Iyyer: *Environment Pollution and Law*
6. Paras Diwan : *Environmental Law and Policy in India*,1991
7. Dr. N. Maheshwara Swamy, *Environmental Law*, Asia Law House, Hyderabad.
8. P.Leela Krishnan, *Environmental law in India*, LexisNexis.

**PAPER-III: CRIMINAL LAW -II**

**Unit-I:** Offences Affecting Human Body - Culpable Homicide - Murder – Death caused by Negligence - Causing of Miscarriage - Injuries to Unborn Children – Hurt - Simple and Grievous Hurt - Wrongful Restraint and Wrongful Confinement - Criminal Force and Assault – Kidnapping and Abduction - Slavery and Forced Labour - Sexual offences

**Unit-II:** Offences against Property - Theft - Extortion - Robbery & Dacoity - Criminal Misappropriation of Property - Criminal Breach of Trust - Receiving Stolen Property - Cheating - Fraudulent Deeds and Dispositions of Property - Mischief - Criminal Trespass.

**Unit-III:** Offences relating to Documents and Property Marks - Currency Notes and Bank Notes - Criminal Breach of Contracts of Service.

**Unit-IV:** Offences relating to Marriage - mock marriages, Bigamy, Adultery - Cruelty by husband or relative of husband.

**Unit-V:** Defamation - Criminal Intimidation, Insult and Annoyance - Attempts to commit Offences

**Suggested Readings:**

1. Ratan Lal and Dhiraj Lal: *Indian Penal Code*, Wadhwa & Co., 2000
2. Achutan Pillai: *Criminal Law*, Butterworth Co., 2000.
3. Gour K.D.: *Criminal Law - Cases and Materials*, Butterworth Co., 1999.
4. Kenny's: *Outlines of Criminal Law*, (1998 Edition).

**PAPER-IV: CONSTITUTIONAL LAW-II**

**Unit-I:**

Legislature under Indian Constitution - Union and State Legislatures - Composition, Powers, Functions and Privileges - Anti-Defection Law - Executive under Indian Constitution - President and Union Council of Ministers Governor and State Council of Ministers - Powers and position of President and Governor

**Unit-II:**

Judiciary under Constitution - Supreme Court - Appointment of Judges, Powers and Jurisdiction – High Courts - Appointment and Transfer of Judges - Powers and Jurisdiction - Subordinate Judiciary - Independence of judiciary - Judicial Accountability

**Unit-III:**

Centre State Relations - Legislative, Administrative and Financial Relations - Cooperation and Coordination between the Centre and States - Judicial Interpretation of Centre-State Relations - Doctrines evolved by Judiciary

**Unit-IV:**

Liability of State in Torts and Contracts - Freedom of Interstate Trade, Commerce and Inter course - Services under the State - All India Services - Public Service Commissions

**Unit-V:**

Emergency – Need of Emergency Powers - Different kinds of Emergency - National, State and Financial emergency - Impact of Emergency on Federalism and Fundamental Rights - Amendment of Indian Constitution and Basic Structure Theory

**Suggested Readings:**

1. M.P.Jain, *Indian Constitutional Law*, Wadhwa & Co, Nagpur
2. V.N.Shukla, *Constitution of India*, Eastern Book Company, Lucknow
3. Granville Austin, *Indian Constitution-Cornerstone of a Nation*, OUP, New Delhi
4. H.M.Seervai, *Constitutional Law of India* (in 3 Volumes), N.M.Tripati, Bombay
5. G.C.V.Subba Rao, *Indian Constitutional Law*, S.Gogia & Co., Hyderabad
6. B.Shiva Rao, *Framing of India's Constitution* (in 5 Volumes), Indian Institute of Public Administration, New Delhi
7. J.N.Pandey, *Constitutional Law of India*, Central Law Agency, Allahabad

## **PAPER-V: CORPORATE LAW-II**

### **UNIT – I**

Securities Contracts (Regulation) Act, 1956 – Definition of Securities Contracts – Meaning and Definition of Stock Exchange – Recognised Stock Exchange – Contracts and Captions in Securities – Listing of Securities – Penalties and Procedure – Securities Appellate Tribunal: Constitution, Powers and Functions -- Appeals against the orders of Securities Appellate Tribunal - Collective Investment Scheme – Title to Dividends.

### **Unit – II**

Securities and Exchange Board of India Act, 1992 - Definitions of Board, Collective Investment Scheme, Fund, Regulations & Securities -- Establishment of Securities and Exchange Board of India - Constitution, Powers and Functions of SEBI – Registration of Stock Brokers – Sub-brokers – Share Transfer Agents etc.- Prohibition of Manipulative and Deceptive Devices, Inside Trading and Substantial Acquisition of Securities or Control – Penalties and Adjudication – Appeals to Securities Appellate Tribunal – High Court and Supreme Court – Capital Markets Regulations.

### **Unit – III**

Depositories Act, 1996 - Definition of Depository Board and Beneficial Owner – Certificate of Commencement of Business – Rights and Obligations of Depositories, Participants, Issuers and Beneficial Owners – Enquiry and Inspection – Penalties – appeals.

### **Unit – IV**

Competition Act, 2002 - Applicability of the Act – Definitions – Prohibition of certain agreements – Abuse of dominant position and Regulation of combinations – Competition Commission of India – Establishment – Powers – Functions – Power of Central Government to supersede Commission – Restriction on disclosure of information – Overriding effect of the Act – Penalties – Appeals – Competition Advocacy.

## Unit – V

Foreign Exchange Management Act, 1999 – Definitions – Regulation and Management of Foreign Exchange – Authorised Person Contravention – Penalties – Adjudication and Appeal – Directorate of Enforcement – Powers – Functions- Non –banking finance Companies – Formation and regulation of NBFC's Consumer Protection Act, 1986 – Salient Features – Definitions of complainant, Consumer, Manufacturer, Consumer Dispute, Service, Good, Unfair Trade Practices,- Liability of Companies to consumers - Corporate Governance – International dimensions of Company Law- THE INSOLVENCY AND BANKRUPTCY CODE, 2016

### Suggested Readings:

1. Palmer: *Company Law*
2. Ramayya: *Guide to the Companies Act*, (in three volumes), Wadhwa and Company, Nagpur.
3. Avtar Singh: *Company Law*, Eastern Book Company,
4. H.K. Saharay: *Principles and Practice of Company Law in India*, Prentice Hall of India Private Limited, New Delhi.
5. S.M. Shah: *Lectures on Company Law*, N.M. Tripathi Private Ltd, Bombay.
6. Chalesworth & Cain: *Company Law*, Geoffrey Morse, Stevens and Sons, London.
7. L.C.B. Grover: *The Principles of Modern Company Law*, Stevens and Sons, London.
8. Pennigton: *Company Law*, Butterworths, London
9. THE INSOLVENCY AND BANKRUPTCY CODE, 2016

## VII SEMESTER

### Paper-I : LABOUR LAW –I

#### Unit-I:

*Concept of Labour through the ages* - Trade Unions: History of Trade Union Movement - The Trade Union Act 1926 – Definitions – Registration – Rights and Liabilities of Registered Trade Unions – Immunities – Amalgamation and dissolution of Unions – Reorganization of Trade Unions.

#### Unit-II:



Prevention and Settlement of Industrial Disputes in India - The role of State in Industrial Relations – The Industrial Disputes Act 1947 - Definition of industry - Industrial Dispute – Individual Dispute - workman- Lay off –Retrenchment - Closure -Award - Strike– Lockout

### **Unit-III:**

Authorities under the ID Act – Works committee – Conciliation - Court of inquiry - Labour Courts- Tribunal – Powers and functions of authorities - Voluntary Arbitration - Provisions under Chapter V-A & V- B of the Act- Alteration of conditions of service – Management rights of action during pendency of proceedings – Recovery of money due from employer – Unfair labour practices - miscellaneous provisions of the Act

### **Unit-IV:**

Standing Orders - Concept and Nature of Standing Orders – scope and coverage- Certification process – its operation and binding effect – Modification and Temporary application of Model Standing Orders – Interpretation and enforcement of Standing Orders and provisions contained in the Industrial Employment (Standing Orders) Act 1946.

### **Unit-V:**

Disciplinary Proceedings in Industries - Charge sheet – Explanation – Domestic enquiry - Enquiry officer – Enquiry report – Punishment – Principles of Natural Justice.

### **Suggested Readings:**

1. Srivastava: *Law of Trade Unions* , Eastern Book Company, Lucknow
2. .Goswami : *Labour and Industrial Law*, Central Law Agency.
3. R.F. Rustomji : *Law of Industrial Disputes* : Asia Publishing House, Mumbai
4. S.N. Misra : *Labour and Industrial Law*, Central Law Agency, Allahabad.
5. J.N. Malik : *Trade Union Law*
6. Khan & Khan : *Labour Law* , Asia Law House, Hyderabad
7. S.C. Srivastava : *Industrial Relations and Labour Law*, Vikas Publishing House.
8. Nick Humphreys, *Trade Union Law and Collective Employment Rights*

## Paper-II: PUBLIC INTERNATIONAL LAW

### Unit-I:

Definition, Nature, Scope and Importance of International Law — Relation of International Law to Municipal Law — Sources of International Law — Codification.

### Unit-II:

State Recognition — State Succession — Responsibility of States for International delinquencies — State Territory — Modes of acquiring State Territory

### Unit-III:

Position of Individual in International Law — Nationality — Extradition — Asylum — Privileges and Immunities of Diplomatic Envoys — Treaties — Formation of Treaties - Modes of Consent, Reservation and termination.

### Unit-IV:

The Legal Regime of the Seas – Evolution of the Law of the Sea – Freedoms of the High Seas – Common Heritage of Mankind – United Nations Convention on the Law of the Seas – Legal Regime of Airspace – Important Conventions relating to Airspace – Paris, Havana, Warsaw and Chicago Conventions – Five Freedoms of Air – Legal Regime of Outer space – Important Conventions such as Outer space Treaty, Agreement on Rescue and Return of Astronauts, Liability Convention, and Agreement on Registration of Space objects, Moon Treaty - Uni space.

### Unit-V:

International Organizations — League of Nations and United Nations — International Court of Justice — International Criminal Court - Specialized agencies of the UN — WHO, UNESCO, ILO, IMF and WTO.

### Suggested Readings:

1. J.G. Starke: *Introduction to International Law*, Aditya Books, 10th Edition, 1989.
2. J.I. Brierly: *The Law of Nations*, Oxford Publishers, London.
3. Ian Brownlie: *Principles of Public International Law*, Oxford Publishers, London.

4. S.K. Kapoor, *Public International Law*, Central Law Agencies, Allahabad.
5. H.O. Agarwal, *International Law and Human Rights*, Central Law Publications, Allahabad.
- 6 S.K. Verma, *An Introduction to Public International Law*, Prentice Hall of India.

### **Paper-III: ADMINISTRATIVE LAW**

#### **Unit-I:**

Nature and scope of Administrative Law — Meaning, Definition and Evolution of Administrative Law— Reasons for the growth of Administrative Law — Relationship between Administrative Law and Constitutional Law.

#### **Unit-II:**

Basic concepts of Administrative Law — Rule of Law — **Interpretation** of Dicey's Principle of Rule of Law — Modern trends - Theory of Separation of Powers — Position in India, UK and USA

#### **Unit-III:**

Classification of Administrative functions — Legislative, Quasi-judicial, Administrative and Ministerial functions — Delegated Legislation — Meaning, Reasons for the growth and Classification of delegated legislation— Judicial and Legislative Control of Delegated litigation.

#### **Unit-IV:**

Judicial Control of Administrative Action - Grounds of Judicial Control — Principles of Natural Justice — Administrative discretion and its control - *Wednesbury Principle(Doctrine of Proportionality)* - *Doctrine of legitimate expectation* .

#### **Unit-V:**

Remedies available against the State — Writs — Lokpal and Lokayukta — Liability of the State in Torts and Contracts — Rule of Promissory Estoppels — Administrative Tribunals - Commissions of Inquiry — Public Corporations.

#### **Suggested Readings:**

1. Griffith and Street: *Principles of Administrative Law*.
2. H.W.R.Wade: *Administrative Law*, Oxford Publications, London.

3. De Smith: *Judicial Review of Administrative Action*, Sweet and Maxwell.
4. S.P. Sathe: *Administrative Law*, Butterworths.
5. I.P. Massey: *Administrative Law*, Eastern Book Company.

## **Paper-IV: LAW OF PROPERTY**

### **Unit-I:**

**Meaning** and concept of property — Kinds of property — Transfer of property — Transferable and non-transferable property — Who can transfer — Operation of transfer — Mode of transfer — Conditional transfer — Void and unlawful conditions — Condition precedent and condition subsequent — Vested and contingent interest — Transfer to unborn persons

### **Unit-II:**

Doctrine of Election — Covenants — Transfer by ostensible owner — Doctrine of Feeding the Grant by Estoppels — Doctrine of Lis Pendens — Fraudulent Transfer — Doctrine of Part-performance.

### **Unit-III:**

Sale- Essential features — Mode of Sale — Rights and liabilities of parties. Mortgage - Kinds of Mortgages - Rights and liabilities of mortgagor and mortgagee — Marshalling and Contribution — Charges

### **Unit-IV:**

Lease — Essential features — Kinds of leases — Rights and liabilities of lesser and lessee — Termination of lease — forfeiture — Exchange — Gifts — Different types of gifts — Registration of Gifts — Transfer of Actionable Claims.

### **Unit-V:**

Easements — Definition of easement — Distinction between Lease and License — Dominant and Servant Tenements. Acquisition of property through testamentary succession — Will — Codicil — Capacity to execute Will — Nature of bequests — Executors of Will — Rights and Obligations of Legatees.

### **Suggested Readings:**

1. Mulla : *Transfer of Property*, Butterworth's Publications.
2. Subba Rao GCV: *Commentaries on the Transfer of Property Act*.
3. Krishna Menon: *Law of Property*.

4. Upadhyaya's *Common Matrix of Transfer of Property*.
5. Avatar Singh, Textbook on The Transfer of Property Act, Universal Law Publishing Company.

## **Paper-V: JURISPRUDENCE**

### **Unit-I:**

Meaning and Definition of Jurisprudence — General and Particular Jurisprudence - Elements of Ancient Indian Jurisprudence — Schools of Jurisprudence — Analytical, Historical, Philosophical and Sociological Schools of Jurisprudence. Theories of Law — Meaning and Definition of Law — The Nature and Function of Law — The Purpose of Law — The Classification of Law — Equity, Law and Justice — Theory of Sovereignty.

### **Unit-II :**

Sources of Law — Legal and Historical Sources — Legislation - Definition of legislation – Classification of legislation- Supreme and Subordinate Legislation - Direct and Indirect Legislation - Principles of Statutory Interpretation. Precedent — Definition of Precedent — Kinds of Precedent — *Stare Decisis* — Original and Declaratory Precedents — Authoritative and Persuasive Precedents. Custom – Definition of Custom – Kinds of Custom – General and Local Custom – Custom and Prescription - Requisites of a valid custom - Relative merits and demerits of Legislation , Precedent and Custom as a source of Law . Codification — Advantages and disadvantages of codification.

### **Unit-III:**

Persons — Nature of personality — Legal Status of Lower Animals, Dead Persons and Unborn persons — Legal Persons — Corporations — Purpose of Incorporation — Nature of Corporate Personality Rights and Duties — Definition of Right — Classification of Rights and Duties — Absolute and Relative Rights and Duties — Rights and Cognate concepts like Liberty, Power, Immunity, Privilege etc.

### **Unit-IV :**

Obligation — Nature of Obligation — Obligation arising out of Contract, Quasi Contract, trust and breach of obligation etc. — Liability — Nature and kinds of liability — Acts — *Men's Rea* — Intention and Motive — Relevance of Motive —

Negligence — Strict Liability — Accident — Vicarious Liability — measure of Civil and Criminal Liability.

#### **Unit-V:**

Ownership — Definition and kinds of Ownership - Possession — Elements of Possession - Relation between Ownership and Possession — Possessory Remedies — Property — Meaning — Kinds of Property — Modes of Acquisition of Property — Legal Sanctions - Meaning of Sanction — Classification of Sanctions — Civil and Criminal Justice — Concept of Justice — Theories regarding purpose of Criminal Justice — Deterrent, Preventive, Reformatory and Retributive theories.

#### **Suggested Readings:**

1. Salmond: *Jurisprudence*, Universal Publishers.
2. Paton : *Jurisprudence*
3. Allen : *Law in the Making*, Universal Publishers.
4. Mahajan V.D.: *Legal Theory and Jurisprudence*, Eastern Book Company, Lucknow,
5. Dias : *Jurisprudence*, Aditya Books.
6. Rama Jois, *Legal and Constitutional History of India*, Universal Law Publications, Delhi.
7. G.C.V. Subba Rao, *Jurisprudence and Legal Theory*, Eastern Book Company.

## **VIII SEMESTER**

### **Paper-I: LABOUR LAW-II**

#### **Unit-I:**

The Remunerative Aspects – Wages – Concepts of wages - Minimum, Fair, Living Wages - Wage and Industrial Policies - Whitley Commission Recommendations - Provisions of Payment of Wages Act 1936 - Timely payment of wages - Authorized deductions – Claims - Minimum Wages Act 1948 - Definitions - Types of wages - Minimum rates of wages - Procedure for fixing and revising Minimum Wages – Claims -Remedy.

**Unit-II:**

Bonus – concept - Right to claim Bonus – Full Bench formula - Bonus Commission - Payment of Bonus Act 1965 - Application – Computation of gross profit, available, allocable surplus - Eligibility of Bonus - Disqualification of Bonus - set on – set off of allocable surplus- Minimum and Maximum Bonus-Recovery of Bonus.

**Unit-III:**

Employees Security and Welfare aspect - Social Security - Concept and meaning - Social Insurance - Social Assistance Schemes. Social Security Legislations - Law relating to workmen's compensation – The Employee's Compensation Act 1923 – Definitions -Employer's liability for compensation - Nexus between injury and employment - payment of compensation - penalty for default - Employees State Insurance Act 1948 –Application - Benefits under the Act - Adjudication of disputes and claims – ESI Corporation.

**Unit-IV:**

Employees Provident Fund and Miscellaneous Provisions Act 1952 – Contributions -Schemes under the Act - Benefits. The Maternity Benefit Act 1961 - Definitions-Application - Benefits. The Payment of Gratuity Act 1972 – Definitions – application - Payment of gratuity - eligibility – forfeiture – Nomination – Controlling authorities.

**Unit-V:**

The Factories Act 1948 - Chapters dealing with Health, Safety and Welfare of Labour. Child Labour - Rights of child and the Indian Constitution - Salient features of the Child Labour (Prohibition and Regulation) Act 1986 – The Equal Remuneration Act, 1976.

**Suggested Readings**

1. S.N.Misra, *Labour and Industrial Laws*, Central law publication
2. V.G. Goswami, *Labour and Industrial Laws*, Central Law Agency.
3. Khan & Kahan, *Labour Law*-Asia Law house, Hyderabad
4. K.D. Srivastava, *Payment of Bonus Act*, Eastern Book Company
5. K.D. Srivastava, *Payment of Wages Act*
6. K.D. Srivastava, *Industrial Employment (Standing Orders) Act 1947*
7. S.C.Srivastava, *Treatise on Social Security*

8. Sukumar Singh, *Labour Economics*, Deep & Deep, New Delhi
9. V.J.Rao, *Factories Law*

## **Paper-II: INTELLECTUAL PROPERTY LAW**

### **Unit-I:**

**Intellectual Property**-Meaning, Nature and Classification –Significance and need of protection of Intellectual Property — Main forms of Intellectual Property : Patents, Trademarks, Industrial designs, Geographical Indications of Goods, Copyright and Neighbouring Rights-New forms of Intellectual Property: Plant Varieties Protection and Biotechnology, GRTK, Layout Designs, Computer Programmes

### **Unit-II:**

Evolution of International Protection of IPRs-Introduction to the leading International instruments concerning Intellectual Property Rights –General Principles of Protection-The Paris Convention, 1883- The Berne Convention, 1886 –The Madrid Agreement, 1891-The Patent Co-operation Treaty, 1970 – The World Intellectual Property Organization (WIPO) Conventions - TRIPS Agreement, 1994

### **Unit-III :**

Copyright: Meaning, Nature, historical evolution and significance- The Copyright Act, 1957 – Salient Features-Idea-Expression Dichotomy-Subjectmatter of Copyright Protection- Neighboring rights - Ownership of Copyright –Rights of Authors and owners -Assignment of copyright –Collective management of copyright- infringement of copyright and Criteria –Exceptions to infringement - Authorities under the Act — Remedies for infringement of copyright.

### **Unit-IV:**

Intellectual Property in Trademarks and the rationale of their protection - The Trade Marks Act, 1999 — Definition of Trademarks — Distinction between Trademark and Property Mark - Registration — Passing off — Infringement of Trademark — Criteria of Infringement — Remedies-Concept of Industrial designs- The Designs Act, 2000 — Definition and characteristics of Design — Law in India — Protection and rights of design holders — Copyright in design — Registration — Remedies for infringement.

### **Unit-V:**



Patents — Concept of Patent — Historical overview of the Patent Law in India - The Patents Act, 1970 and its salient features — — Patentable Inventions — Kinds of Patents — Procedure for obtaining patent in India and in other countries — Rights and obligations of a patentee — Limitations on patent rights: compulsory licensing, acquisition by government and secrecy directions- Infringement of patent rights and remedies available.

### **Suggested Readings:**

1. P. Narayanan: *Intellectual Patent Rights*, Eastern Law House , 1995.
2. Roy Chowdhary, *Law of Trademark, Copyrights, Patents and Designs*, Kamal Law House
3. G.B. Reddy, *Intellectual Property Rights and the Law* Gogia Law Agency.
4. John Holyoak and Paul Torremans: *Intellectual Property Law*.
5. B.L. Wadhwa: *Intellectual Property Law*, Universal Publishers .
6. W.R. Cornish: *Intellectual Property Law*, Universal Publishers .
7. V.K. Ahuja, *Law Relating to Intellectual Property Rights* , LexisNexis
8. Elizabeth Verkey, *Intellectual Property Rights*, Eastern Book Company
9. Elizabeth Verkey, *Law of Patents* , Eastern Book Company

## **PAPER-III: LAND LAWS**

### **Unit-I:**

Classification of lands — Ownership of Land — Absolute and limited ownership (tenancy, lease etc.) — Doctrine of Eminent Domain — Doctrine of Escheat - Doctrine of Bona Vacantia — Maintenance of land records and issue of Pattas and Title Deeds etc.

### **Unit-II:**

Law Reforms before and after independence — Zamindari Settlement — Ryotwari Settlement — Mahalwari System — Intermediaries — Constitutional Provisions — Abolition of Zamindaries, Jagirs and Inams -Tenancy Laws — Conferment of ownership on tenants/ryots.

### **Unit-III:**

Laws relating to acquisition of property — The Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013- salient Features-Procedure for Land Acquisition :Issue of notification , Social

impact assessment -Consent of landowners- Award enquiry, Payment of compensation & Reference to civil courts etc

#### **Unit-IV:**

Laws relating to Ceiling on Land Holdings — A.P. Land Reforms (Ceiling on Agricultural Holdings) Act, 1973 — Effect of inclusion in the IX Schedule of the Constitution — Interpretation of Directive Principles of State Policy.

#### **Unit-V:**

Laws relating to alienation — Scheduled Areas Land Transfer Regulation — Assigned Lands (Prohibition of Transfers) Act, - Resumption of Lands to the Transferor/Government - Land Grabbing (Prohibition) Act – ROR proceedings and Sada Bainama – Mutation of titles-Role of Revenue Courts

#### **Suggested Readings:**

1. P. Rama Reddi and P. Srinivasa Reddy : *Land Reform Laws in A.P.*, Asia Law House, Hyderabad.
2. P.S. Narayana: *Manual of Revenue Laws in A.P.*, Gogia Law Agency, Hyderabad.
3. *Land Grabbing Laws in A.P.*, Asia Law House, Hyderabad.
4. G.B. Reddy: *Land Laws in A.P.*, Gogia Law Agency, Hyderabad
5. N. Maheshwara Swamy, Lectures on Land Laws, Asia Law House, Hyderabad

### **PAPER-IV: INTERPRETATION OF STATUTES**

#### **Unit-I:**

Meaning and Definition of Statutes — Classification of Statutes — Meaning and Definition of Interpretation — General Principles of Interpretation — Rules of Construction under the General Clauses Act, 1897.

#### **Unit-II:**

Grammatical Rule of Interpretation — Golden Rule of Interpretation – Rule of Interpretation to avoid mischief.

#### **Unit-III:**

Interpretation of Penal Statutes and Statutes of Taxation — Beneficial Construction — Construction to avoid conflict with other provisions — Doctrine of Harmonious Construction.

**Unit-IV:**

External Aids to Interpretation — Statement of objects of legislation, Legislative debates, identification of purpose sought to be achieved through legislation — Internal Aids to Interpretation — Preamble, title, interpretation clause, marginal notes, explanations etc. — Presumptions.

**Unit-V:**

Effect of Repeal — Effect of amendments to statutes — Conflict between parent legislation and subordinate legislation — Methods of interpreting substantive and procedural laws.

**Suggested Readings:**

1. Vepa P. Sarathi: *Interpretation of Statutes*, Eastern Book Co,
2. Maxwell: *Interpretation of Statutes*, Butterworths Publications
3. Crawford: *Interpretation of Statutes*, Universal Publishers.
- 4 Chatterjee: *Interpretation of Statutes*.
5. G.P. Singh: *Principles of Statutory Interpretation*, Wadhwa and Company,
6. Cross, *Statutory Interpretation*, LexisNexis

**Paper-V: LAW OF EVIDENCE****Unit-I:**

The Indian Evidence Act, 1872 — Salient features of the Act — Meaning and kinds of Evidence — *the impact of the Information Technology Act, 2000 on the Indian Evidence Act* - Interpretation clause — May Presume, Shall presume and Conclusive proof - Fact, Fact in issue and Relevant facts — Distinction between Relevancy and Admissibility - Doctrine of *Res gestae* — Motive, preparation and conduct — Conspiracy — When Facts not otherwise relevant become relevant — Right and custom — Facts showing the state of mind etc.

**Unit-II :**

Admissions & Confessions: General Principles concerning Admissions — Differences between "Admission" and "Confession" — Confessions obtained by inducement, threat or promise — Confessions made to police officer - Statement made in the custody of a police officer leading to the discovery of incriminating material — Admissibility of Confessions made by one accused person against co-accused. Dying Declarations and their evidentiary value — Other Statements by

persons who cannot be called as Witnesses —Admissibility of evidence of witnesses in previous judicial proceedings in subsequent judicial proceedings.

### **Unit-III :**

Relevancy of Judgments — Opinion of witnesses — Expert's opinion — Opinion on Relationship especially proof of marriage — Facts which need not be proved — Oral and Documentary Evidence – General Principles concerning oral evidence and documentary evidence — Primary and Secondary evidence — Modes of proof of execution of documents — Presumptions as to documents — General Principles regarding Exclusion of Oral by Documentary Evidence – Relevance of social media in the law of evidence

### **Unit-IV:**

Rules relating to Burden of Proof - Presumption as to Dowry Death — Estoppels — Kinds of estoppels — Res Judicata, Waiver and Presumption.

### **Unit-V :**

Competency to testify — Privileged communications - Testimony of Accomplice — Examination in Chief, Cross examination and Re-examination — Leading questions — Lawful questions in cross examination —Compulsion to answer questions put to witness — Hostile witness — Impeaching the credit of witness — Refreshing memory — Questions of corroboration — Improper admission and rejection of evidence.

### **Suggested Readings:**

1. Batuk Lal: *The Law of Evidence*, Central Law Agency, Allahabad.
2. M. Monir: *Principles and Digest of the Law of Evidence*, Universal Book Agency, Allahabad.
3. Vepa P. Saradhi: *Law of Evidence* Eastern Book Co., Lucknow.
4. Avatar Singh: *Principles of the Law of Evidence*, Central Law Publications.
5. V. Krishnama Chary: *The Law of Evidence*, S.Gogia & Company Hyderabad.
6. V. Nageswara Rao: *The Evidence Act*, LexisNexis.

## **IX Semester**

### **PAPER-I: CIVIL PROCEDURE CODE AND LAW OF LIMITATION**

#### **Unit-I :**

Codification of Civil Procedure and Introduction to CPC — Principal features of the Civil Procedure Code — Suits — Parties to Suit — Framing of Suit — Institution of Suits — Bars of Suit - Doctrines of *Sub Judice* and *Res Judicata* — Place of Suing — Transfer of suits — Territorial Jurisdiction — 'Cause of Action' and Jurisdictional Bars — Summons — Service of Foreign summons.

#### **Unit-II :**

Pleadings — Contents of pleadings — Forms of Pleading — Striking out / Amendment of Pleadings - Plaint— Essentials of Plaint - Return of Plaint- Rejection of Plaint—Production and marking of Documents-Written Statement — Counter claim — Set off – Application of Sec. 89 - Framing of issues.

#### **Unit-III :**

Appearance and Examination of parties & Adjournments — *Ex-parte* Procedure — Summoning and Attendance of Witnesses — Examination — Admissions — Production, Impounding, Return of Documents —Hearing — Affidavit — Judgment and Decree — Concepts of Judgment, Decree, and Interim Orders and Stay — Injunctions — Appointment of Receivers and Commissions — Costs - Execution — Concept of Execution —General Principles of Execution — Power of Execution — Power of Executing Courts — Procedure for Execution — Modes of Execution -- Arrest and detention — Attachment and Sale.

**Unit-IV:**Suits in Particular Cases — Suits by or against Government — Suits relating to public matters;— Suits by or against minors, persons with unsound mind, - Suits by indigent persons -- Interpleaded suits — Incidental and supplementary proceedings - Appeals, Reference, Review and Revision — Appeals from Original Decrees — Appeals from Appellate Decrees — Appeals from Orders — General Provisions Relating to Appeals.

#### **Unit-V:**

Law of Limitation — Concept of Limitation — Object of limitation - General Principles of Limitation — Extension — Condonation of delay — Sufficient Cause

— Computation of limitation -- Acknowledgment and Part -payment- Legal Disability — Provisions of the Limitation Act, 1963 (Excluding Schedule)

**Suggested Readings:**

1. Mulla, *The Code of Civil Procedure*, LexisNexis, Butteworths, Wadhwa.
2. C.K. Takwani: *Civil Procedure*, Eastern Book Co., Lucknow.
3. Sarkar's Civil Court Practice and Procedure, LexisNexis.
4. B.B. Mitra: *Limitation Act*, Eastern Law House, Calcutta, Allahabad.
5. Sanjiva Row: *Limitation Act*, (in 2 Vols), Law Book Co., Allahabad.
6. Sanjiva Row: *Code of Civil Procedure*, (in 4 Vols), Law Book Co. Allahabad.
8. AIR Commentaries on Limitation Act, W.W. Chitaley, AIR Ltd., Nagpur.

**PAPER-II: CRIMINAL PROCEDURE CODE, LAW OF JUVENILE JUSTICE AND PROBATION OF OFFENDERS**

**Unit-I :**

The Code of Criminal Procedure, 1973 : The rationale of Criminal Procedure — The importance of fair trial — Constitutional Perspectives : Articles 14, 20 & 21 — The organization of Police, Prosecutor and Defence Counsel — Pre-trial Process — Arrest — Distinction between “cognizable” and “non-cognizable” offences — Steps to ensure presence of accused at trial -- Warrant and Summons cases — Arrest with and without Warrant – impact of S. 41A - The absconder status .

**Unit-II:**

Rights of arrested persons under Cr.P.C. and Article 22 (2) of the Constitution of India. - Search and Seizure — Search with and without warrant — Police search during investigation — General Principles of Search — Seizure — Constitutional aspects of validity of Search and Seizure proceedings - Trial Process: Commencement of Proceedings — Dismissal of Complaint — Bail, Bail able and Non-bailable Offences — Cancellation of Bails — Anticipatory Bail — General principles concerning Bail Bond.

**Unit-III :**

Preliminary pleas to bar trial — Jurisdiction — Time Limitations — Pleas of *Autrefois Acquit and Autrefois Convict* — Fair Trial — Concept of fair trial — Presumption of innocence — Venue of trial — Jurisdiction of Criminal Courts —

Rights of accused -- Constitutional Interpretation of Article 21 as a right to speedy trial — Charge — Form and content of Charge — Trial before a Court of Session : Procedural steps and substantive rights.

#### **Unit-IV:**

Compounding of offences – Plea Bargaining - Judgment: Form and content -- Summary trial — Post-conviction orders in lieu of punishment — Modes of providing judgment copy — appeals, review and revisions – Role of Victim in Criminal process – compensation to crime victim.

#### **Unit-V:**

Probation and Parole: Authority granting Parole — Supervision — Conditional release -- suspension of sentence — Procedure under Probation of Offenders Act, 1958 -- Salient features of the Act. Juvenile Justice System -- Juvenile Justice (Care and Protection of Children) Act -- Procedure under Juvenile Justice...Act — Treatment and Rehabilitation of Juveniles — Protection of Juvenile Offenders — Legislative and Judicial Role.

#### **Suggested Readings:**

1. Kelkar R.V.: *Criminal Procedure*, Eastern Book Co., Lucknow.
2. Ratanlal and Dhirajlal: *The Code of Criminal Procedure*, Wadhwa & Co.,
3. Padala Rama Reddi: *The Code of Criminal Procedure*, 1973, Asia Law House, Hyderabad.
4. S.N. Misra: *The Code of Criminal Procedure*, Central Law Agency.
5. M.P. Tandon: *Criminal Procedure Code*, Allahabad Law Agency.
6. Shoorvir Tyage: *The Code of Criminal Procedure*, Allahabad Law Agency.

## **PAPER-III: LAW OF BANKING AND NEGOTIABLE INSTRUMENTS**

### **Unit-I:**

History of the Banking Regulation Act — Salient features — Banking Business and its importance in modern times — Different kinds of Banking — impact of Information Technology on Banking.

### **Unit-II:**

Relationship between Banker and Customer — Debtor and Creditor Relationship — Fiduciary Relationship — Trustee and Beneficiary — Principal and Agent — Bail and Bailee — Guarantor.

### **Unit-III:**

Cheques — Crossed Cheques — Account Payee — Banker's Drafts — Dividend Warrants, etc. — Negotiable instruments and deemed negotiable instruments — Salient features of The Negotiable Instruments Act.

**Unit-IV:** The Paying Banker — Statutory protection to Bankers — Collecting Banker — Statutory protection — Rights and obligations of paying and collecting bankers..

**Unit-V:** Banker's lien and set off -- Advances - Pledge - Land - Stocks - Shares - Life Policies - Document of title to Goods - Bank Guarantees - Letters of Credit — Recovery of Bank loans and position under the SARFAESI Act, 2002 — Jurisdiction and powers of Debt Recovery Tribunal.

### **Suggested Readings:**

1. Tannan: *Banking Law & Practice in India*, Orient Law House, New Delhi.
2. Avtar Singh: *Negotiable Instruments*, Eastern Book Company, Lucknow.
3. P.N. Varshney: *Banking Law & Practice*, Sultan Chand & Sons, New Delhi.
4. Taxman: *Law of Banking*, India Law House
5. B.R. Sharma and Dr.R.P. Nainta: *Principles of Banking Law and Negotiable Instruments Act*, Allahabad Law Agency.
6. Mukherjee's *Banking Law and Practice*, Premier Publications Company.
7. Bashyam and Adiga: *Negotiable Instruments Act*, Bharat Law House.
8. S.R. Myneni, *Law of Banking*, Asia Law House.



## **PAPER-IV: ALTERNATE DISPUTE RESOLUTION**

The written examination of this paper will be for 50 marks and the remaining 50 marks for record and *viva voce*. There shall be classroom instruction on the following topics:

**Unit-I:** Alternate Dispute Resolution — Characteristics — Advantages and Disadvantages—Unilateral — Bilateral — Triadic (Third Party) Intervention — Techniques and processes -- Negotiation — Conciliation — Arbitration — Distinction between Arbitration, Conciliation and Negotiation.

**Unit-II:** The Arbitration and Conciliation Act, 1996 — Historical Background and Objectives of the Act — Definitions of Arbitration, Arbitrator, Arbitration Agreement -- Appointment of Arbitrator — Termination of Arbitrator -- Proceedings in Arbitral Tribunal -- Termination of Proceedings — Arbitral Award -- Setting aside of Arbitral Award — Finality and Enforcement of Award — Appeals – Enforcement of Foreign Awards. Conciliation – Appointment of Conciliators – Powers and Functions of Conciliator -- Procedure – Settlement of disputes through conciliation.

**Unit-III:** Other Alternative Dispute Resolution Systems —Tribunals -- Lokpal and Lokayukta — Lok Adalats — Family Courts. Section 89 and Order X, Rules 1A, 1B and 1C of Civil Procedure Code.

### **Practical Exercises (30 marks)**

(a) The students are required to participate in 5 (five) simulation proceedings relating to Arbitration, Conciliation, Mediation and Negotiation. Participation in each such simulation proceeding shall be evaluated for a maximum of 4 (four) marks (Total 5x4=20marks).

(b) Students are required to attend and observe the proceedings of Lok Adalats, Family Courts, Tribunals and other ADR Systems. Each

student shall record the above observations in the diary which will be assessed. Record submitted by the student shall be evaluated for 10 marks by the teacher concerned. The Records of the students duly certified by the University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law shall be submitted to the University before the commencement of the theory examinations

**Viva- voce (20marks):** There shall be viva-voce examination on the above components. The Viva-voce Board consisting of (i) Principal of the College/the teacher concerned (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law, and (iii) an advocate with 10 years experience at the Bar shall evaluate the student in the Viva. The proceedings of the viva-voce shall be recorded.

**Note:** Attendance of the students in all the four components of the paper (written examination, participation in simulation proceedings, submission of record and attendance in viva) shall be compulsory.

**Suggested Readings:**

1. O.P. Tiwari : *The Arbitration and Conciliation Act* ,Allahabad Law Agency.
2. Johar's : *Commentary on Arbitration and Conciliation Act, 1996*, Kamal Law House.
3. Tripathi S.C.: *Arbitration, Conciliation and ADR*, Central Law Agency, Allahabad.
4. Avatar Singh: *Arbitration and Conciliation*, Eastern Law Book House, Lucknow.
5. P.C. Rao : *Alternate Dispute Resolution* , 2001 Edition, Universal Book Traders, New Delhi.
6. S.D. Singh: *Alternate Dispute Resolution*, Universal Book Traders, New Delhi.

## **PAPER-V: PROFESSIONAL ETHICS AND PROFESSIONAL ACCOUNTING SYSTEM**

The written examination of this paper will be for 50 marks and the remaining 50 marks for record and *viva voce*. There shall be classroom instruction on the following topics:

### **Unit-I:**

Development of Legal Profession in India — The Advocates Act, 1961 — Right to Practice — a right or privilege? - Constitutional guarantee under Article 19(1) (g) and its scope — Enrolment and Practice — Regulation governing enrolment and practice — Practice of Law — Solicitors firm — Elements of Advocacy.

### **Unit-II :**

Seven lamps of advocacy— Advocate's duties towards public, clients, court, and other advocates and legal aid ; Bar Council Code of Ethics.

### **Unit-III:**

Disciplinary proceedings — Professional misconduct — Disqualifications — Functions of Bar Council of India/State Bar Councils in dealing with the disciplinary proceedings —Disciplinary Committees -- Powers and functions - Disqualification and removal from rolls.

### **Unit-IV:**

Accountancy for Lawyers — Nature and functions of accounting — Important branches of accounting — Accounting and Law – Bar Bench Relations.

**Record (30 marks):** Each student shall write 50 selected opinions of the Disciplinary Committees of Bar Councils and 10 major judgments of the Supreme Court of India in the Record. The Record shall be evaluated for 30marks by the teacher concerned. The Records of the students duly certified by the University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law shall be submitted to the University before the commencement of the theory examinations.

**Viva- voce (20marks):** There shall be viva-voce examination on the above components. The Viva-voce Board consisting of (i) Principal of the College/the teacher concerned (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law, and (iii) an

advocate with 10 years experience at the Bar shall evaluate the student in the Viva. The proceedings of the viva-voce shall be recorded.

**Note: All the three components of the paper (written examination, submission of record and attendance in viva) shall be compulsory.**

**Suggested Readings :**

- (1) Sirohi: Professional Ethics, Central Law Publications, Allahabad.
- (2) G.B.Reddy, Practical Advocacy of Law, Gogia Law Agency, Hyderabad
- (3) Myneni S.R.: Professional Ethics, Accountancy for Lawyers and Bench-Bar Relation, Asia Law House, Hyderabad.
- (4) Gupta S.P.: Professional Ethics, Accountancy for Lawyers and Bench-Bar Relation, Asia Law House, Hyderabad.
- (5) Kailash Rai: Professional Ethics, Accountancy for Lawyers and Bench-Bar Relation, Allahabad Law Agency.  
Selected Judgments on Professional Ethics (in 2 volumes), Bar Council of India Trust, New Delhi.

## **SEMESTER-X**

### **PAPER-I: LAW OF TAXATION**

#### **Unit-I :**

Constitutional basis of power of taxation — Article 265 of Constitution of India - Basic concept of Income Tax — Outlines of Income Tax Law - Definition of Income and Agricultural Income under Income Tax Act — Residential Status - Previous Year — Assessment Year — Computation of Income.

#### **Unit-II:**

Heads of Income and Computation — Income from Salary, Income from House Property. Profits and Gains of Business or Profession, Capital Gains and Income from other sources.

#### **Unit-III:**

Law and Procedure — P.A.N. — Filing of Returns — Payment of Advance Tax -- Deduction of Tax at Source (TDS) -- Double Tax Relief — Law and Procedure for Assessment, Penalties, Prosecution, Appeals and Grievances -- Authorities.

#### **Unit-IV :**

**GST ACT, 2017** – Goods and Services Tax Act, 2017: Introduction – Background - - Basic Concepts – salient features of the Act – Kinds of GST - CGST, SGST & IGST – Administration officers under this Act – Levy and collection of tax – scope of supply – Tax liability on composite and mixed supplies – Input tax credit – Eligibility and conditions for taking input tax credit.

#### **Unit-V:**

**GST ACT, 2017:-** Registration – persons liable for registration – persons not liable for registration – procedure for registration – returns – furnishing details of outward and inward supplies – furnishing of returns – payment of tax, interest, penalty and other amounts – tax deducted at source – collection of tax at source – Demand and Recovery – Advance Ruling – Definitions for Advance Ruling – Appeals and revision – Appeals to Appellate Authority – Powers of revisional authority - Constitution of Appellate Tribunal and benches thereof – offences and penalties.

**Suggested Readings:**

1. Vinod K.Singhania: *Student Guide to Income Tax*, Taxman, Allied Service Pvt. Limited.
2. Vinod K.Singhania: *Direct Taxes Law & Practice*, Taxman Allied Service Pvt. Limited.
3. Myneni S.R.: *Law of Taxation*, Allahabad Law Series.
4. Kailash Rai: *Taxation Laws*, Allahabad Law Agency.
5. Gurish Ahuja: *Systematic Approach to Income Tax*, Bharat Law House Pvt Ltd
6. V.S. Datey : *GST Ready Recknor*, Taxman Publications.
7. *GST Acts with Rules & Forms (Bare Act)* , Taxman Publications.
8. *GST – A Practical Approach*, Taxman Publications.
9. Sweta Jain, *GST Law and Practice – A Section wise commentary on GST*, Taxmann Publications.
10. Shann V Patkar, *GST Law Guide*, Taxmann Publication.

**PAPER-II: LAW OF INSURANCE****Unit – I**

Growth of Insurance Business in India - Institution of Insurance and Economic Development - Definition of Insurance - Differences between Contract of Indemnity, Contingent, Wager and Insurance - Principle of utmost good faith

**Unit – II**

Kinds of Insurance - Insurable interest – Premium – Risk - Certificate of Insurance - Doctrine of Subrogation and Contribution - Rights and Liabilities of Insurer and Insured person - Life Insurance Contract - Personal Accident Insurance - Establishment and functioning of LIC

### **Unit – III**

Nature and scope of Marine Insurance - Classification of marine insurance - Kinds of marine policies – Voyage – Loss - the perils of the sea - Implied warranties in marine insurance contract - Assignment of Marine Policy

### **Unit – IV**

Nature of Fire Insurance Contract - Meaning of the word 'fire' - Scope of Fire Policy, Cover note - Right to contribution and right to average - Principle of Reinstatement - Double insurance and reinsurance - Doctrine of Approximation - Burglary Insurance

### **Unit-V**

Social control on Insurance Business - Purpose of compulsory insurance - Rights of Third Parties - Public Liability Insurance - Adjudicating Authorities of Insurance Claims - Powers and Functions of the Insurance Regulatory and Development Authority.

#### **Suggested Readings:**

1. K.S.N. Murthy and KVS Sharma: *Modern Law of Insurance in India*, N.M. Tripathi Pvt. Ltd. Bombay.
2. Ravi Puliani and Mahesh Puliani : *Manual of Insurance Law*, Bharat Law House Ltd, New Delhi.
3. Brij Nandan Singh: *Insurance Law*, University Book Agency, Allahabad
4. Michael Parkinson: *Insurance Law*, Sweet and Maxwell, London.
5. M.N. Srinivasan : *Law of Insurance*
6. Bhattacharya: *Law of Insurance*
7. Dr. M.N. Mishra : *Law of Insurance*
8. Harding and Eganly : *General Principles of Insurance*
9. Banerji : *Law of Insurance*, Asia Law House
10. Avatar Singh: *Law of Insurance*, Eastern Book Company, Lucknow
11. B.C. Mithra: *The Law relating to Marine Insurance*, The University Book Agency, Allahabad
12. Gyanendra Kumar: *Hand book on Insurance Law*, Delhi Law House
13. J.V.N. Jaiswal : *Law of Insurance*, Eastern Book Company, Lucknow

### **PAPER-III : OPTIONAL**

**(Any one of the following subjects)**

#### **(A) LAW RELATING TO WOMEN**

##### **Unit-I :**

Historical background and status of women in ancient India — Constitutional Provisions and gender justice — Provisions relating to women in fundamental Rights, Directive Principles of State Policy and Fundamental Duties etc. under the Indian Constitution.

##### **Unit-II:**

Laws relating to marriage, divorce, succession and maintenance under the relevant personal laws with special emphasis on women — Special Marriage Act — Maintenance of women under Cr. P.C, 1973 and other laws — NRI Marriages — Live- in- relationships — Uniform Civil Code and gender justice

##### **Unit-III :**

Special provisions relating to women under the Indian Evidence Act, 1872 — Offences against women under Indian Penal Code - outraging the modesty of women - sexual harassment — rape — bigamy - mock and fraudulent marriages — adultery - causing miscarriage - insulting women — Impact of the Criminal Law amendment , 2013.

##### **Unit-IV:**

Socio-Legal position of women and the law — Dowry Prohibition Act, 1961, Medical Termination of Pregnancy Act — Law relating to misuse of Pre Natal Diagnostic Techniques and Sex selection — Law relating to Immoral Trafficking - Law relating to Domestic Violence — Law relating to Sexual Harassment at workplace.



**Unit-V :**

Position of women under The Maternity Benefit Act, Factories Act and other Labour & Industrial Laws — Position of Women under International instruments — Salient features of Convention for Elimination of all forms of Discrimination Against Women (CEDAW) ; International Covenant on Civil and Political Rights — International Covenant on Social, Cultural and Economic Rights.

**Suggested Readings:**

1. S.P. Sathe: *Towards Gender Justice*.
2. Vijay Sharma: *Protection to woman in Matrimonial home*
3. Sarojini Saxena: *Femijuris* (Law relating to Women in India)
4. Archana Parsher: *Women and Social Reform*
5. Paras Diwan: *Dowry and protection to married women*
6. Mary Wollstonecraft: *A Vindication of the rights of women*.
7. G.B.Reddy: *Women and Law*, Gogia Law Agency, Hyderabad.

**(B) HUMAN RIGHTS LAW****Unit-I**

Meaning and definition of Human Rights - Evolution of Human Rights - Human Rights and Domestic Jurisdiction – classification of Human Rights – Third World Perspectives of Human Rights.

**Unit-II**

Adoption of Human Rights by the UN Charter - U.N. Commission on Human Rights – Universal Declaration of Human Rights - International Covenants on Human Rights (Civil and Political; Economic, Social and Cultural).

**Unit-III:**

Regional Conventions on Human Rights - European Convention on Human Rights - American Convention on Human Rights - African Charter on Human Rights(Banjul).

**Unit-IV:**

International Conventions on Human Rights - Genocide Convention, Convention against Torture, CEDAW, Child Rights Convention, Convention on Statelessness, Convention against Slavery, Convention on Refugees - International Conference on Human Rights(1968) - World Conference on Human Rights(1993).

**Unit-V:**

Human Rights Protection in India - Human Rights Commissions - Protection of Human Rights Act - National Human Rights Commission (NHRC) - State Human Rights Commissions - Human Right Courts in Districts.

**Suggested Readings:**

1. P.R. Gandhi (ed): *Blackstone's International Human Rights Documents*, Universal Law Publishing Co. Delhi.
2. Richard B. Lillich and Frank C. Newman: *International Human Rights – Problems of Law and Policy*, Little Brown and Company, Boston and Toronto.
3. Frederick Quinn: *Human Rights and You*, OSCE/ ODIHR, Warsaw, Poland
4. T.S. Batra: *Human Rights – A Critique*, Metropolitan Book Company Pvt. Ltd., New Delhi.
5. Dr.U. Chandra: *Human Rights*, Allahabad Law Agency Publications, Allahabad.

**PAPER-IV: DRAFTING, PLEADINGS AND CONVEYANCING**

Class-room instruction and simulation exercises on the following items shall be extended.

**Unit-I:**

**Drafting:** Drafting and documentation in civil, criminal and constitutional cases - General Principles of Drafting and relevant Substantive Rules – Distinction between pleadings and conveyancing

## **Unit-II:**

**Pleadings: Essentials and drafting of pleadings :** (i) Civil—Plaint, Written Statement, Memo - Interlocutory Application, Original Petition, Affidavit, Execution Petition, Memorandum of Appeal and Revision.(ii) Petition under Article 226 and 32 of the Constitution of India - Drafting of Writ Petition and PIL Petition.(iii) Criminal— Complaint, Criminal Miscellaneous Petition, Bail Application, Memorandum of Appeal and Revision.

## **Unit-III:**

**Conveyancing: Essentials and drafting of Sale Deed, Mortgage Deed, Lease Deed, Gift Deed, Promissory Note, Power of Attorney, Will and Trust Deed.**

**Practical Exercises:** Pleadings carrying a total of 45 marks (3 marks for each) and 15 (fifteen) exercises in Conveyancing carrying another 45 marks (3 marks for each exercise) and remaining 10 marks for viva-voce. These 30 exercises shall be recorded. Each student shall be served with different problems for the purpose of exercise. These exercises shall be assessed and marks may be allotted. These exercises shall be evaluated by a common committee consisting of (i) Principal of the College/the concerned teacher (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, Board of Studies in Law, O.U.; and (iii) an Advocate with 10 years experience at the Bar. The same committee will also conduct viva-voce on the above concepts. The proceedings of the viva-voce shall be recorded.

## **Note:**

- 1. Attendance of the students for viva-voce shall be compulsory.**
- 2. The above records certified by the University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law shall be submitted to the University for Further Verification**

## **Suggested Readings:**

1. R.N. Chaturvedi : *Pleadings and Conveyancing*, Central Law Publications.
2. De Souza : *Conveyancing*, Eastern Law House.
3. Tiwari : *Drafting, Pleading and Conveyancing*, Central Law Agency.
4. Mogha: *Indian Conveyancer*, Eastern Law House.
5. Mogha: *Law of Pleadings in India*, Eastern Law House.
6. Shiv Gopal: *Conveyancing, Precedents and Forms*, Eastern Book Company
7. Narayana P.S.: *Civil Pleadings and Practice*, Asia Law House.
8. Narayana P.S.: *Criminal Pleadings and Practice*, Asia Law House.

9. Noshirvan H.Jhabvala: *Drafting, Pleadings, Conveyancing & Professional Ethics*. Jamhadar & Companes.
10. R.D.Srivastava: *The Law of Pleadings, drafting and Conveyancing*, Central Law Agency.

## **PAPER-V: MOOT COURTS, OBSERVATION OF TRIAL, PRE-TRIAL PREPARATIONS AND INTERNSHIP**

This paper has three components of 30 marks each and viva-voce for 10 marks.

**(A) Moot Court (30 marks):** Every student is required to participate in at least three moot courts in the VI Semester with 10 marks for each. The moot court work will be on an assigned problem and it will be evaluated for 5 marks for written submissions and 5 marks for oral advocacy. Marks will be given on the basis of written submission and oral advocacy. Written submissions shall include brief summary of facts, issues involved, provisions of laws and arguments, citation, prayer, etc. Marks for oral advocacy may be awarded for communication skills, presentations, language, provisions of law; authorities quoted, court manners, etc. Written Memorials submitted by the students shall be kept by the College for Further Verification.

The performance of student in the moot court shall be evaluated by a committee consisting of (i) Principal of the College (ii) an Advocate with 10 years experience at the Bar; and (iii) the teacher concerned.

**(B) Observance of Trial in two cases, one Civil and one Criminal (30 marks):** Students are required to attend courts to observe at least one civil and one criminal case. They shall maintain a record and enter the various steps observed during their attendance on different days in the court assignment. The

Court Observation Record submitted by the students should be evaluated by a committee consisting of (i) Principal of the College/the concerned teacher (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, Board of Studies in Law, O.U.; and (iii) an Advocate with 10 years experience at the Bar and average be taken. Court attendance shall be compulsory and attendance has to be recorded in a register kept therefore. This may be carried under the supervision of a teacher of the college. This scheme will carry 30 marks.

**(C) Interviewing Techniques and Pre-Trial Preparations and Internship Diary : (30 marks):** Each student should observe two 'interview sessions' of clients either in the Lawyer's Office or in the Legal Aid Office and record the proceedings in a diary, which will carry 15 marks. Each student has to further observe the preparation of documents and court papers by the Advocate and the procedure for the filing of the suit / petition. *The Internship shall be for a period of minimum of 15 days and it shall be mandatory.* This shall be recorded in the diary which will carry 15 marks. The diary shall clearly indicate the dates on which the above observations are made and they shall be authenticated by the advocate concerned. Evaluation of the above diary shall be made by the committee consisting of (i) Principal of the College/the concerned teacher (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, Board of Studies in Law, O.U.; and (iii) an Advocate with 10 years experience at the Bar and average be taken.

**(D)Viva-voce (10 marks):** There shall be viva-voce examination on all the above three components. The Vivavoce Board consisting of (i) Principal of the College/the concerned teacher (ii) University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law; and (iii)an advocate with 10 years experience at the Bar shall evaluate the student in the Viva. The proceedings of the viva-voce shall be recorded.

**Note:**

1. Attendance of the students in all the four components of the paper shall be compulsory.
2. The above records, diary certified by the University Representative appointed by the Controller of Examinations in consultation with the Chairman, BOS in Law shall be submitted to the University for Further Verification.

**Suggested Readings:**

1. Dr. Kailash Rai: *Moot Court Pre-Trial Preparation and Participation in Trial Proceedings*, Central Law Publication.
2. Amita Danda: *Moot Court for Interactive Legal Education*, AsiaLaw House, Hyderabad.
3. Blackstone's: *Books of Moots*, Oxford University Press.
4. Mishra: *Moot Court Pre-Trial Preparation and Participation in Trial Proceedings*, Central Law, Allahabad
5. G.B.Reddy, *Practical Advocacy of Law*, Gogia Law Agency, Hyderabad

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## **BBA.,LL.B.(5-YDC)**

<b>Duration of the Course:</b>	<b>05 Years</b>
<b>No.of Semesters:</b>	<b>10</b>
<b>Duration of each Semester:</b>	<b>15 weeks</b>
<b>No.of Periods per Week in each paper:</b>	<b>06</b>
<b>Distribution of Marks:</b>	<b>Total 100 Marks</b>

**(Except for Practical Subjects) (Internals – 20 Marks, End Semester Examination-80 Marks)**

**Scheme of BBA, LL.B (5-YDC)**  
**(WITH EFFECT FROM ACADEMIC YEAR 2017-2018)**

**I Semester**

<b>Paper No.</b>	<b>Subject/Paper</b>
<b>I</b>	English-I
<b>II</b>	Principles of Management
<b>III</b>	Business Economics
<b>IV</b>	Financial Accounting
<b>V</b>	History of Courts, Legislature and Legal Profession in India

**II Semester**

<b>Paper No.</b>	<b>Subject/Paper</b>
<b>I</b>	English-II
<b>II</b>	Human Resource Management
<b>III</b>	Principles of Marketing
<b>IV</b>	Elements of Financial Management
<b>V</b>	Law of Torts

### III Semester

Paper No.	Subject/Paper
I	Principles of Organizational Behaviour
II	Business Statistics
III	Management Information Systems (MIS)L
IV	Law of Contract-I
V	Family Law-I

### IV Semester

Paper No.	Subject/Paper
I	Business Communication
II	Entrepreneurship
III	Advertising and Salesmanship
IV	LAW OF CONTRACT-II
V	FAMILY LAW-II (Muslim Law and Other Personal Laws)

### V Semester

Paper No.	Subject/Paper
I	INTERNATIONAL TRADE
II	ENVIRONMENTAL STUDIES
III	CRIMINAL LAW-I
IV	CONSTITUTIONAL LAW-I
V	CORPORATE LAW-I

### VI Semester

Paper No.	Subject/Paper
I	Business Policy and Strategy
II	Environmental Law
III	Criminal Law-II
IV	CONSTITUTIONAL LAW-II
V	Corporate Law-II



### VII Semester

Paper No.	Subject/Paper
I	Labour Law-I
II	Public International Law
III	Administrative Law
IV	Law of Property
V	Jurisprudence

### VIII Semester

Paper No.	Subject/Paper
I	Labour Law-II
II	Intellectual Property Law
III	Land Laws
IV	Interpretation of Statutes
V	LAW OF EVIDENCE

### IX Semester

Paper No.	Subject/Paper
I	CPC and Law of Limitation
II	Criminal Procedure Code, Law of Juvenile, Justice and Probation of Offenders
III	Law of Banking and Negotiable / Instruments
IV	Alternative Dispute Resolution
V	Professional Ethics and Professional Accounting System

### X Semester

Paper No.	Subject/Paper
I	Law of Taxation
II	Law of Insurance
III	a) Law relating to Women (OR) b) Human Rights Law
IV	Drafting, Pleading and Conveyancing
V	Moot Courts, Observation of Trial, Pre-Trial Preparations.