

# Master of Arts Economics

## Syllabus - First Semester

### COMPUTER APPLICATION IN ECONOMIC ANALYSIS

**Course Code: ECO4103**

**Credit Unit: 03**

**Course Objective:**

The objective of the course is to demonstrate knowledge of the computer applications in economic analysis and be able to choose the appropriate application for a given task.

**Course Content:**

**Module 1: Computers and Peripherals**

Basic components of computer – CPU, input-output devices, keyboard, mouse and scanner, Video display, printers and plotters, data storage and retrieval, hard disk, floppy disk and CD ROM; Types of computers and their applications; Computer networking and resource sharing, Hardware and software - Operating system.

**Module 2: Data Processing, Techniques and Algorithms**

Concept of data, record and file; Types of data and data structures, data analysis; File handling and, appending and cascading, closing and attribute control; Data storage and retrieval; Data operations; Algorithms like sorting, merging, joining and bifurcation; Database concepts and operation on database; DBMS and RDBMS. Introduction to MS Excel and MS Access

**Module 3: Software-based Analysis**

SPSS/STATISTICA: A package for Statistical Analysis in Social Sciences. Basic Operations; File, Edit, View, Data, Transformation, Graph and Utilities. Statistical Analysis using SPSS/STATISTICA: Summary, Tabulation and Comparison of Summary Statistics; Correlation and Regression (Linear and Non-linear) using SPSS/STATISTICA; Discriminant analysis, Principal Components, Factor Analysis and Cluster analysis by SPSS/STATISTICA; Use of MATLAB.

**Module 4: IT Application to Economics**

On line banking; ATM's Electronic stock exchange; Electronic trading; Data sharing and dissemination; Electronic transaction; Document delivery; Authentication and validation transaction processing – Electronic trading and marketing; On line shopping and malls, B2B, B2C, models, Document and transaction security and digital signature; Integrated transaction on mobile platforms. E-Commerce applications in India

**Examination Scheme:**

Components	P0(Att.)	P1	C1	CT	EE
Weightage (%)	5	5	5	15	70

**Text & References:**

**Text:**

- Krishnamurthy and Sen :Computer-Based Numerical Algorithms, Affiliated East-West Press, ND

- Lipschultz, M.M. and S. Lipschultz (1982): Theory and Problems of Data Processing, Schaum's Outline Series, McGraw Hill, NY.
- Mishra, S.K. and J.C. Binwal (1991): Computer Applications in Social Science Research, Vikas, Delhi.
- Rajaraman, V. (1996): Fundamental of Computers, Prentice Hall, ND.
- Sanders, D.H. (1988): Computer Today, McGraw Hill (3e), NY.
- Sinha, P.K. (1992): Computer Fundamentals, BPB Publications, ND

***References:***

- Kim, J. and C.W. Muller (1989): Factor Analysis: Statistical Methods and Practical Issues, Sage, ND.
- Kuester, J.L. and J.H. Mize (1973): Optimization Techniques with FORTRAN IV, McGraw Hill, NY.
- Nie, N.H. (1970): SPSS – Statistical Package for Social Sciences, McGraw Hill, NY
- Rushton, G., M.F. Goodchild and L.M. Ostresh (1973): Computer Programs for Location-Allocation Problems. Monograph 6, Dept. of Geography, Univ. of Iowa, Iowa
- Sharma, J.K. (1997): Operations Research, Macmillan, Delhi.

# INDIAN ECONOMY-ISSUES & POLICY

**Course Code: ECO4105**

**Credit Unit: 04**

## **Course Objective:**

The objective of this course is to provide to students the basic knowledge of the structure of Indian Economy and its current developments.

## **Course Contents**

### **Module I: Growth and Structure of Indian Economy Since 1950**

Growth of Indian economy since 1950; Measures for raising economic growth; Trends in the nature and magnitude of poverty, inequality and unemployment; Changes in occupational Pattern, Demographic trends and economic development; Rate and trend in saving, Investment and growth rate

### **Module II: Growth of Agricultural and Industrial Sectors**

Trends in agricultural production and productivity; Food policy and Public Distribution System (PDS); Impact of liberalization in agricultural sector; Industrial Growth performance and problems; Industrial concentration; its nature and extent; Cottage and small scale industries; Impact of liberalization and privatization on the Industrial sector

### **Module III: Money Supply, Inflation and Public Policies**

Factors determining interest rates; Money supply and inflation in India; financial sector reforms during 1990's Recent tax reforms; Growth and structure of Subsidies in India; Macro-economic policies – fiscal policy, income policy and Stabilization policy; Parallel economy and its implications

### **Module IV: International Trade Policies**

Composition and directions of India's foreign trade; Factors determining the Balance of payment. Is equilibrium in the balance of payment? Causes, consequences; and policy measure; India's policies towards foreign capital; collaboration, export; Promotion and import substitution. Exchange rate policy and the convertibility of Rupee

### **Module V: Development Policies**

India's planned development; Successes and failures. Policies for social justice (With special reference to the alleviation of poverty, inequality and unemployment) Sectoral policies: Industrial and agrarian. Policies for liberalization and privatization

## **Examination Scheme:**

<b>Components</b>	<b>P0(Att.)</b>	<b>P1</b>	<b>C1</b>	<b>CT</b>	<b>EE</b>
<b>Weight age (%)</b>	5	5	5	15	70

## **Text & References:**

### **Text:**

- Bagchi, A. (1982). The Political Economy of Underdevelopment in India, Cambridge University Press, Cambridge.
- Bardhan, P. (1984). The political Economy of Development in India, Oxford University Press, New Delhi.
- Brahmandnda, P. R. and V. R. Panchumkhi, (Eds) (1987). The Development

- Process of the Indian Economy, Himalaya Publishing House, Bombay.
- Dandekar, V. M. & N. Rath. Poverty in India; Indian School of Political Economy, Bombay.
- Datta, Bhab atosh (1977). The Contents of Economic Growth, and other Eassay, Research India Publication, Calcutta.
- Rao, V. K. R. V. (1983). India's National Income : 1950-1980, Sage Publications, New Delhi.

***References:***

- Kapila, U., (Ed.) (1988). Indian Economy Since Independence, Vol. – I, Academic foundation, New Delhi.
- N. Aggarwal (1995). Indian Economy Problems of Development and Planning, Wishwa Parkashan, New Delhi.
- Misra S. K. and Puri V. K. (1993). Indian Economy-its Development Experience, Hinday Publishing House.

# Syllabus - Second Semester

## TERM PAPER/ REVIEW OF DISSERTATION-I

Course Code: ECO4231

Credit Units: 02

### GUIDELINES FOR TERM PAPER

A term (or research) paper is primarily a record of intelligent articulation through several sources on a particular topic of a given subject.

The students will choose the topic at the beginning of the session in consultation with the faculty assigned/chosen. The progress of the paper will be monitored regularly by the faculty. At the end of the semester the detailed paper on the topic will be submitted to the faculty assigned/chosen. The evaluation will be done by Board of examiners comprising of the faculties.

The procedure for writing a term paper may consists of the following steps:

Choosing a topic

1. Finding sources of material
2. Collecting the notes
3. Outlining the paper
4. Writing the first draft
5. Editing & preparing the final paper

#### 1. Choosing a Topic

The topic chosen should not be too general. Student will normally consult the faculty guide while finalizing the topic.

#### 2. Finding Sources of material

- The material sources should be not more than 5 years old unless the nature of the paper is such that it involves examining older writings from a historical point of view.
- Begin by making a list of subject-headings under which you might expect the topics to be listed.
- The sources could be books and magazines articles, news stories, periodicals, journals, internet etc.

#### 3. Collecting the notes

Skim through sources, locate the useful material, make notes of it, including quotes and information for footnotes.

- *Get facts, not just opinions.* Compare the facts with author's conclusion(s)/recommendations.
- In research studies, notice the methods and procedures, results & conclusions.
- Check cross references.

#### 4. Outlining the paper

- Review notes to find main sub-divisions of the topic.
- Sort the collected material again under each main division to find sub-sections for outline so that it begins to look more coherent and takes on a definite structure. If it does not, try going back and sorting again for main divisions, to see if another general pattern is possible.

#### 5. Writing the first draft

Write the paper around the outline, being sure that you indicate in the first part of the paper what its purpose is. You may follow the following:

- statement of purpose/objectives

- main body of the paper
- statement of summary and possible conclusion(s)/recommendations

Avoid short, bumpy telegraphic sentences and long straggling sentences with more than one main ideas.

## **6. Editing & preparing the final paper**

- Before writing a term paper, you should ensure you have an issue(s) which you attempt to address in your paper and this should be kept in mind throughout the paper. Include only information/ details/ analyses that are relevant to the issue(s) at hand. Sometimes, the relevance of a particular section may be clear to you but not to your readers. To avoid this, ensure that you briefly explain the relevance of every section.
- Read the paper to ensure that the language is not awkward, and that it "flows" smoothly.
- Check for proper spelling, phrasing and sentence construction.
- Check for proper form on footnotes, quotes, and punctuation.
- Check to see that quotations serve one of the following purposes:
  - Show evidence of what an author has said.
  - Avoid misrepresentation through restatement.
  - Save unnecessary writing when ideas have been well expressed by the original author.
- Check for proper form on tables and graphs. Be certain that any table or graph is self-explanatory.

### **Term papers should be composed of the following sections:**

1. Title page
2. Abstract
3. Introduction
4. Review of the Literature
5. Discussion & Conclusion
6. References
7. Appendix

Generally, the introduction, discussion, conclusion and references should account for a third of the paper and the review part should be two thirds of the paper.

### **Discussion**

The discussion section either follows the results or may alternatively be integrated in the results section. The section should consist of a discussion of the results of the study focusing on the question posed in the paper.

### **Conclusion**

The conclusion is often thought of as the easiest part of the paper but should by no means be disregarded. There are a number of key components which should not be omitted. These include:

- summary of objectives and issues raised.
- summary of findings
- summary of limitations of the study at hand
- details of possibilities for related future research

### **References**

From the very beginning of the research work, one should be careful to note all details of articles or any other material gathered. The Reference part should list ALL references included in the paper. References not included in the text in any form should NOT be listed here. The key issue here is consistency. Choose a particular convention and stick to this.

### **The Conventions**

## Monographs

Crystal, D. (2001), *Language and the internet*. Cambridge: Cambridge University Press.

## Edited volumes

Gass, S./Neu, J. (eds.) (1996), *Speech acts across cultures. Challenges to communication in a second language*. Berlin/ NY: Mouton de Gruyter.

[(eds.) is used when there is more than one editor; and (ed.) where there is only one editor. In German the abbreviation used is (Hrsg.) for Herausgeber].

## Edited articles

Schmidt, R./Shimura, A./Wang, Z./Jeong, H. (1996), Suggestions to buy: Television commercials from the U.S., Japan, China, and Korea. In: Gass, S./Neu, J. (eds.) (1996), *Speech acts across cultures. Challenges to communication in a second language*. Berlin/ NY: Mouton de Gruyter: 285-316.

## Journal articles

McQuarrie, E.F./Mick, D.G. (1992), On resonance: A critical pluralistic inquiry into advertising rhetoric. *Journal of consumer research* 19, 180-197.

## Electronic book

Chandler, D. (1994), *Semiotics for beginners* [HTML document]. Retrieved [5.10.'01] from the World Wide Web, <http://www.aber.ac.uk/media/Documents/S4B/>.

## Electronic journal articles

Watts, S. (2000) Teaching talk: Should students learn 'real German'? [HTML document]. *German as a Foreign Language Journal [online] 1*. Retrieved [12.09.'00] from the World Wide Web, <http://www.gfl-journal.com/>.

## Other websites

Verterhus, S.A. (n.y.), Anglicisms in German car advertising. The problem of gender assignment [HTML document]. Retrieved [13.10.'01] from the World Wide Web, <http://olaf.hiof.no/~sverrev/eng.html>.

## Appendix

The appendix should be used for data collected (e.g. questionnaires, transcripts etc.) and for tables and graphs not included in the main text due to their subsidiary nature or to space constraints in the main text.

## The Layout Guidelines for the Term Paper

- A4 size Paper
  - Font: Arial (10 points) or Times New Roman (12 points)
  - Line spacing: 1.5
  - Top and bottom margins: 1 inch/ 2.5 cm; left and right margins: 1.25 inches/ 3 cm

## Assessment Scheme:

### Continuous Evaluation:

40%

(Based on abstract writing, interim draft, general approach, research orientation, readings undertaken etc.)

### Final Evaluation:

60%

(Based on the organization of the paper, objectives/ problem profile/ issue outlining, comprehensiveness of the research, flow of the idea/ ideas, relevance of material used/presented, outcomes vs. objectives, presentation/ viva etc.)

# Syllabus - Third Semester

## FUNDAMENTALS OF ECONOMETRICS

**Course Code: ECO4301**

**Credit Units: 04**

### Course Objective:

This course presents the basic econometrics techniques emphasizing numerical estimation of economic relationships as applied to practical economic and managerial problems

### Course Contents:

#### Module I: Basic Econometrics

Nature, meaning and scope of econometrics; Simple and general linear regression model — Assumptions, Estimation (through OLS approach) and properties of estimators; Gauss-Markov theorem; Concepts and derivation of R<sup>2</sup> and adjusted R<sup>2</sup>; Concept and analysis of variance approach and its application in regression analysis;

#### Module II: Problems in Regression Analysis

Nature, test, consequences and remedial steps of problems of heteroscedasticity; Multicollinearity and auto-correlation; Problems of specification error; Errors of measurement

#### Module III: Regressions with Qualitative Independent Variables

Dummy variable technique — Testing structural stability of regression models comparing to regressions, interaction effects, seasonal analysis, piecewise linear regression, use of dummy variables, regression with dummy dependent variables; The LPM, Logit, Probit and Tobit models — Applications.

#### Module IV: Dynamic Econometric Model

Autoregressive and distributed lag models — Koyak model, Partial adjustment model, adaptive expectations; Instrumental variables; Problem of auto-correlation — Application; Almon approach to distributed-lag models; Error correlation mechanism, Causality test, Granger test and Sim's test

### Examination Scheme:

Components	P0(Att.)	P1	C1	CT	EE
Weightage (%)	5	5	5	15	70

### Text & References:

#### Text:

- Gujarati, D.N. (1995), Basic Econometrics (2nd Edition), McGraw Hill, New Delhi.
- Theil, H. (1981), Introduction to Econometrics, Prentice Hall of India, New Delhi.

#### References:

- A.S. Goldberger (1998), Introductory Econometrics, Harvard University Press, Cambridge
- Suresh K. Ghoshe, "Econometrics", Prentice Hall of India Private Limited, New Delhi
- A. Koutsoyiannis, "The theory of Econometrics: An introduction exposition of econometric methods", Educational low-priced books scheme, McMillan Education (1992)
- Damodar N. Gujarathi, "Basic Econometrics", Tata McGraw Hill Ltd., 1999 (4<sup>th</sup> ed.)



- J. Johnson, "Econometric Methods"
- Christopher Dougherty, "Introduction to Econometrics", Oxford University Press (3<sup>rd</sup> edition)
- Amemiya, T. (1985), Advanced Econometrics, Harvard University Press, Cambridge, Mass.
- Baltagi, B.H. (1998), Econometrics, Springer, New York.
- Dongherty, C. (1992), Introduction to Econometrics, Oxford University Press, New York.
- Goldberger, A.S. (1998), Introductory Econometrics, Harvard University Press, Cambridge, Mass.

# RESEARCH METHODS IN ECONOMICS

**Course Code: ECO4303**

**Credit Units: 03**

## **Course Objective:**

The need of this subject is for those concerned with research to pay due attention to the designing and adhering to the appropriate methodology for improving the quality of research and specifically for introducing the different techniques of doing marketing research.

## **Course Contents:**

### **Module I -Preliminaries**

Meaning and definition of research- classification of research(pure, applied, exploratory, descriptive, historical, diagnostic, experimental, qualitative, quantitative) - importance, applications and limitations of social science research- interdisciplinary and trans-disciplinary approaches Statistics and information -communication technology in research- Basic elements of the scientific method-theory and research- the meaning of methodology

### **Module II- Research problem and design**

An overview of the different steps in research process-selection of the topic and formulation of the research problem in Economics with illustrations- review of literature- Research design, features of a good design-different research designs for exploratory, descriptive, diagnostic and experimental research

### **Module III -Collection and analysis of data**

Sample design- probability and non probability sampling- complex random sampling designs-Methods of collecting primary data- questionnaire and schedules- sources of secondary data on Indian economy- case study method -processing of data- sources of hypothesis-Testing of hypothesis – procedure for testing hypothesis-one tailed and two tailed tests – basics of the important parametric and non-parametric tests- basic awareness of SPSS

### **Module IV- Interpretation and preparation of the report**

Interpretation, drawing conclusions and reporting it-Structure of the research report- Types of reports-Methods of footnotes and referencing

## **Examination Scheme:**

<b>Components</b>	<b>P0(Att.)</b>	<b>P1</b>	<b>C1</b>	<b>CT</b>	<b>EE</b>
<b>Weightage (%)</b>	5	5	5	15	70

## **Text & References:**

### **Text:**

- William J Goode and Paul K Hatt,1981 Methods in social Research, McGraw- Hill
- Wilkinson and Bhandarkar,2002 Methodology and Techniques of Social Research, Himalaya
- Kothari, C.R., Research Methodology, Wiley Eastern Ltd, New Delhi

### **References:**

- William J Goode and Paul K Hatt,1981 Methods in social Research, McGraw- Hill
- Wilkinson and Bhandarkar,2002 Methodology and Techniques of Social Research, Himalaya
- Marc Blaug The Methodology of Economics, or How Economics Explain, Cambridge University

- P.S Mohanakumar(Edited),1998 : A Handbook on Research Methodology. Right Publishers, Kudavechoor

## TERM PAPER/ REVIEW OF DISSERTATION-II

Course Code: ECO4331

Credit Units: 02

### GUIDELINES FOR TERM PAPER

A term (or research) paper is primarily a record of intelligent articulation through several sources on a particular topic of a given subject.

The students will choose the topic at the beginning of the session in consultation with the faculty assigned/chosen. The progress of the paper will be monitored regularly by the faculty. At the end of the semester the detailed paper on the topic will be submitted to the faculty assigned/chosen. The evaluation will be done by Board of examiners comprising of the faculties.

The procedure for writing a term paper may consists of the following steps:

Choosing a topic

1. Finding sources of material
2. Collecting the notes
3. Outlining the paper
4. Writing the first draft
5. Editing & preparing the final paper

#### 1. Choosing a Topic

The topic chosen should not be too general. Student will normally consult the faculty guide while finalizing the topic.

#### 2. Finding Sources of material

- The material sources should be not more than 5 years old unless the nature of the paper is such that it involves examining older writings from a historical point of view.
- Begin by making a list of subject-headings under which you might expect the topics to be listed.
- The sources could be books and magazines articles, news stories, periodicals, journals, internet etc.

#### 3. Collecting the notes

Skim through sources, locate the useful material, make notes of it, including quotes and information for footnotes.

- *Get facts, not just opinions.* Compare the facts with author's conclusion(s)/recommendations.
- In research studies, notice the methods and procedures, results & conclusions.
- Check cross references.

#### 4. Outlining the paper

- Review notes to find main sub-divisions of the topic.
- Sort the collected material again under each main division to find sub-sections for outline so that it begins to look more coherent and takes on a definite structure. If it does not, try going back and sorting again for main divisions, to see if another general pattern is possible.

#### 5. Writing the first draft

Write the paper around the outline, being sure that you indicate in the first part of the paper what its purpose is. You may follow the following:

- statement of purpose/objectives
- main body of the paper

- statement of summary and possible conclusion(s)/recommendations

Avoid short, bumpy telegraphic sentences and long straggling sentences with more than one main ideas.

## 6. Editing & preparing the final paper

- Before writing a term paper, you should ensure you have an issue(s) which you attempt to address in your paper and this should be kept in mind throughout the paper. Include only information/ details/ analyses that are relevant to the issue(s) at hand. Sometimes, the relevance of a particular section may be clear to you but not to your readers. To avoid this, ensure that you briefly explain the relevance of every section.
- Read the paper to ensure that the language is not awkward, and that it "flows" smoothly.
- Check for proper spelling, phrasing and sentence construction.
- Check for proper form on footnotes, quotes, and punctuation.
- Check to see that quotations serve one of the following purposes:
  - Show evidence of what an author has said.
  - Avoid misrepresentation through restatement.
  - Save unnecessary writing when ideas have been well expressed by the original author.
- Check for proper form on tables and graphs. Be certain that any table or graph is self-explanatory.

### Term papers should be composed of the following sections:

- Title page
- Abstract
- Introduction
- Review of the Literature
- Discussion & Conclusion
- References
- Appendix

Generally, the introduction, discussion, conclusion and references should account for a third of the paper and the review part should be two thirds of the paper.

### Discussion

The discussion section either follows the results or may alternatively be integrated in the results section. The section should consist of a discussion of the results of the study focusing on the question posed in the paper.

### Conclusion

The conclusion is often thought of as the easiest part of the paper but should by no means be disregarded. There are a number of key components which should not be omitted. These include:

- summary of objectives and issues raised.
- summary of findings
- summary of limitations of the study at hand
- details of possibilities for related future research

### References

From the very beginning of the research work, one should be careful to note all details of articles or any other material gathered. The Reference part should list ALL references included in the paper. References not included in the text in any form should NOT be listed here. The key issue here is consistency. Choose a particular convention and stick to this.

### The Conventions Monographs

Crystal, D. (2001), *Language and the internet*. Cambridge: Cambridge University Press.

### **Edited volumes**

Gass, S./Neu, J. (eds.) (1996), *Speech acts across cultures. Challenges to communication in a second language*. Berlin/ NY: Mouton de Gruyter.

[(eds.) is used when there is more than one editor; and (ed.) where there is only one editor. In German the abbreviation used is (Hrsg.) for Herausgeber].

### **Edited articles**

Schmidt, R./Shimura, A./Wang, Z./Jeong, H. (1996), Suggestions to buy: Television commercials from the U.S., Japan, China, and Korea. In: Gass, S./Neu, J. (eds.) (1996), *Speech acts across cultures. Challenges to communication in a second language*. Berlin/ NY: Mouton de Gruyter: 285-316.

### **Journal articles**

McQuarrie, E.F./Mick, D.G. (1992), On resonance: A critical pluralistic inquiry into advertising rhetoric. *Journal of consumer research* 19, 180-197.

### **Electronic book**

Chandler, D. (1994), *Semiotics for beginners* [HTML document]. Retrieved [5.10.'01] from the World Wide Web, <http://www.aber.ac.uk/media/Documents/S4B/>.

### **Electronic journal articles**

Watts, S. (2000) Teaching talk: Should students learn 'real German'? [HTML document]. *German as a Foreign Language Journal [online]* 1. Retrieved [12.09.'00] from the World Wide Web, <http://www.gfl-journal.com/>.

### **Other websites**

Verterhus, S.A. (n.y.), Anglicisms in German car advertising. The problem of gender assignment [HTML document]. Retrieved [13.10.'01] from the World Wide Web, <http://olaf.hiof.no/~sverrev/eng.html>.

### **Appendix**

The appendix should be used for data collected (e.g. questionnaires, transcripts etc.) and for tables and graphs not included in the main text due to their subsidiary nature or to space constraints in the main text.

### **The Layout Guidelines for the Term Paper**

- A4 size Paper
  - Font: Arial (10 points) or Times New Roman (12 points)
  - Line spacing: 1.5
  - Top and bottom margins: 1 inch/ 2.5 cm; left and right margins: 1.25 inches/ 3 cm

### **Assessment Scheme:**

**Continuous Evaluation:** 40%

(Based on abstract writing, interim draft, general approach, research orientation, readings undertaken etc.)

**Final Evaluation:** 60%

(Based on the organization of the paper, objectives/ problem profile/ issue outlining, comprehensiveness of the research, flow of the idea/ ideas, relevance of material used/presented, outcomes vs. objectives, presentation/ viva etc.)

## SUMMER INTERNSHIP EVALUATION

Course Code: ECO4335

Credit Units: 06

### GUIDELINES FOR INTERNSHIP FILE AND INTERNSHIP REPORT

**(These guidelines will be useful for undertaking an internship programme during the summer or at any other time wherein the student/ researcher works full time with a company/organisation)**

There are certain phases of every Intern's professional development that cannot be effectively taught in the academic environment. These facets can only be learned through direct, on-the-job experience working with successful professionals and experts in the field. The internship programme can best be described as an attempt to institutionalize efforts to bridge the gap between the professional world and the academic institutions. Entire effort in internship is in terms of extending the program of education and evaluation beyond the classroom of a university or institution. The educational process in the internship course seeks out and focuses attention on many latent attributes, which do not surface in the normal class room situations. These attributes are intellectual ability, professional judgment and decision making ability, inter-disciplinary approach, skills for data handling, ability in written and oral presentation, sense of responsibility etc.

In order to achieve these objectives, each student will maintain and submit a file (**Internship File**) and a report (**Internship Report**).

#### INTERNSHIP FILE

The Internship File aims to encourage students to keep a personal record of their learning and achievements throughout the Programme. It can be used as the basis for lifelong learning and for job applications. *Items can be drawn from activities completed in the course modules and from the workplace to demonstrate learning and personal development.*

The File will assess the student's analytical skills and ability to present supportive evidence, whilst demonstrating understanding of their organization, its needs and his/her own personal contribution to the organization.

The File is essentially a comprehensive documentation of how one proceeds while working on the assignment and should be regularly checked by the faculty guide/ supervisor, issues discussed with the students, doubts if any clarified and signed as having done so. This will form the basis of **continuous evaluation** of the project.

The File will include *five sections* in the order described below.

1. **The Title Page** – An Internship Experience Report For (Your Name), name of internship organization, name of the Supervisor/Guide and his/her designation, date started and completed, and number of credits for which the report is submitted.
2. **Table of Content** – An outline of the contents of the file by topics and subtopics with the page number and location of each section.
3. **Introduction** – Short, but should include how and why you obtained the internship experience position and the relationship it has to your academic/professional and career goals.
4. **Main Body** – Should include a brief summary/ executive summary of the **Internship Project Report** that the student has worked on, an **analysis of the company/organization** in which the

student is working, a **personal review** of the student's management skills and how they have been developed through the programme, the daily tasks performed, major projects contributed to, dates and hours spent on a task, observations and feelings, meetings attended and their purposes, listing of tools and materials and their suppliers, and photographs if possible of projects, buildings and co-workers.

5. **Appendices** – Include pamphlets, forms, charts, brochures, technical and descriptive literature, graphs and other information related to your Internship experience.

## **INTERNSHIP REPORT**

The **Internship Report** is the research report that the student has to prepare on the project assigned by the organization. (Incase a student is not assigned a specific research project in the organization, he has to select any one aspect of the organization and prepare a research report on it). The lay out of the report should be as per the standard layout prescribed by the organization wherein the student undertakes the Internship. In case, there is no layout prescribed by the organization the following components should be included in the report:

➤ **Title or Cover Page.**

The title page should contain Project Title; Student's Name; Programme; Year and Semester and Name of the Faculty Guide.

➤ **Acknowledgements**

Acknowledgment to any advisory or financial assistance received in the course of work may be given. It is incomplete without student's signature.

➤ **Abstract**

A good "Abstract" should be straight to the point; not too descriptive but fully informative. First paragraph should state what was accomplished with regard to the objectives. The abstract does not have to be an entire summary of the project, but rather a concise summary of the scope and results of the project. It should not exceed more than 1000 words.

➤ **Table of Contents**

Titles and subtitles are to correspond exactly with those in the text.

➤ **Introduction**

Here a brief introduction to the problem that is central to the project and an outline of the structure of the rest of the report should be provided. The introduction should aim to catch the imagination of the reader, so excessive details should be avoided.

➤ **Materials and Methods**

This section should aim at experimental designs, materials used (wherever applicable). Methodology should be mentioned in details including modifications undertaken, if any. It includes organization site(s), sample, instruments used with its validation, procedures followed and precautions.

➤ **Results and Discussion**

Present results, discuss and compare these with those from other workers, etc. In writing this section, emphasis should be laid on what has been performed and achieved in the course of the work, rather than discuss in detail what is readily available in text books. Avoid abrupt changes in contents from section to section and maintain a lucid flow throughout the thesis. An opening and closing paragraph in every chapter could be included to aid in smooth flow.



Note that in writing the various sections, all figures and tables should as far as possible be next to the associated text, in the same orientation as the main text, numbered, and given appropriate titles or captions. All major equations should also be numbered and unless it is really necessary, do not write in “point” form.

While presenting the results, write at length about the various statistical tools used in the data interpretation. The result interpretation should be simple but full of data and statistical analysis. This data interpretation should be in congruence with the written objectives and the inferences should be drawn on data and not on impression. Avoid writing straight forward conclusion rather, it should lead to generalization of data on the chosen sample.

Results and its discussion should be supporting/contradicting with the previous research work in the given area. Usually one should not use more than two researches in either case of supporting or contradicting the present case of research.

➤ **Conclusion(s) & Recommendations**

A conclusion should be the final section in which the outcome of the work is mentioned briefly. Check that your work answers the following questions:

- Did the research project meet its aims (check back to introduction for stated aims)?
- What are the main findings of the research?
- Are there any recommendations?
- Do you have any conclusion on the research process itself?

➤ **Implications for Future Research**

This should bring out further prospects for the study either thrown open by the present work or with the purpose of making it more comprehensive.

➤ **Appendices**

The Appendices contain material which is of interest to the reader but not an integral part of the thesis and any problem that have arisen that may be useful to document for future reference.

➤ **References**

References should include papers, books etc. referred to in the body of the report. These should be written in the alphabetical order of the author's surname. The titles of journals preferably should not be abbreviated; if they are, abbreviations must comply with an internationally recognised system.

**The Layout Guidelines for the Internship File & Internship Report:**

- A4 size Paper
- Font: Arial (10 points) or Times New Roman (12 points)
- Line spacing: 1.5
- Top and bottom margins: 1 inch/ 2.5 cm; left and right margins: 1.25 inches/ 3 cm

**Assessment Scheme:**

<b>Continuous Evaluation:</b> (based on Internship File and the observations of the faculty guide/ supervisor)	30%
<b>Feedback from Company/ Organization:</b>	10%
<b>Final Evaluation:</b> (Based on Internship Report, Viva/ Presentation)	60%

## Syllabus - Fourth Semester

### GROUP A: INDUSTRIAL AND AGRICULTURE ECONOMICS

#### ENTREPRENEURSHIP & SMALL SCALE BUSINESS

**Course Code: ECO4404**

**Credit Units: 03**

**Course Objective:** The purpose of this paper is to prepare a ground where the students view Entrepreneurship as a desirable and feasible career option. In particular the paper seeks to build the necessary competencies and motivation for a career in Entrepreneurship.

**Course Content:**

**Module I:** Er.-Entrepreneurship-Enterprise: Conceptual issues. Entrepreneurship vs. Management. Roles and functions of er in relation to the enterprise and in relation to the economy. Entrepreneurship is an interactive process between the individual and the environment. Small business as seedbed of Entrepreneurship; Entrepreneur competencies, Entrepreneur motivation, performance and rewards

**Module II:** Opportunity scouting and idea generation: role of creativity and innovation and business research. Sources of business ideas; Entrepreneur opportunities in contemporary business environment, for example opportunities in net-work marketing, franchising, business process outsourcing in the early 21 century. The process of setting up a small business: Preliminary screening and aspects of the detailed study of the feasibility of the business idea and financing/non-financing support agencies to familiarize themselves with the policies/programs and procedures and the available schemes.

**Module III:** Management roles and functions in a small business. Designing and re-designing business process, location, layout, operations planning and control. Basic awareness on the issues impinging on quality, productivity and environment; Managing business growth; The pros and cons of alternative growth options: internal expansion, acquisitions and mergers, integration and diversification; Crisis in business growth

**Module IV:** Sources of risk/venture capital, fixed capital, working capital and a basic awareness of financial services such as leasing and factoring.

**Module V:** Issues in small business marketing. The concept and application of product life cycle [plc], advertising and publicity, sales and distribution management; The idea of consortium marketing, competitive bidding/tender marketing, negotiating with principal customers. The contemporary perspectives on Infrastructure Development, Product and Procurement Reservation, Marketing Assistance, Subsidies and other Fiscal and Monetary Incentives. National state level and grass-root level financial and non-financial institutions in support of small business development.

**Examination Scheme:**

Components	P0(Att.)	P1	C1	CT	EE
Weightage (%)	5	5	5	15	70

## **Text & References:**

### ***Text:***

- Bhide, Amar V., *The Origin and Evolution of New Business*, Oxford University Press, New York, 2000.
- Desai, Vasant Dr. (2004) *Management of small scale enterprises* New Delhi: Himalaya Publishing House

### ***References***

- Taneja, Gupta, *Entrepreneur Development New Venture Creation*, 2nd ed. Galgotia Publishing Company
- Dollinger M.J., 'Entrepreneurship strategies and Resources', 3rd edition, Pearson Education, New Delhi 2006.
- Brandt, Steven C., *The 10 Commandments for Building a Growth Company*, Third Edition, Macmillan Business Books, Delhi, 1977
- Holt, David H., *Entrepreneurship: Strategies and Resources*, Illinois, Irwin, 1955.
- Panda, Shiba Charan, *Entrepreneurship Development*, New Delhi, Anmol Publications.
- Patel, V.G., *The Seven Business Crises and How to Beat Them*, Tata-Mcgraw, New Delhi, 1995.
- SIDBI Report n Small Scale Industries Sector[latest edition]
- Verma, J.C., and Gurpal Singh, *Small Business and Industry-A Handbook for Entrepreneurs*, Sage, New Delhi, 2002 11. Vesper, Karl H., *New Venture Strategies*, [Revised Edition], New Jersey, Prentice Hall, 1990

# DISSERTATION

**Course Code: ECO4437**

**Credit Units: 06**

## **GUIDELINES FOR DISSERTATION**

The aim of the dissertation is to provide you with an opportunity to further your intellectual and personal development in your chosen field by undertaking a significant practical unit of activity, having an educational value at a level commensurate with the award of your degree

The dissertation can be defined as a scholarly inquiry into a problem or issues, involving a systematic approach to gathering and analysis of information / data, leading to production of a structured report.

### **Selecting the Dissertation Topic**

It is usual to give you some discretion in the choice of topic for the dissertation and the approach to be adopted. You will need to ensure that your dissertation is related to your field of specialization.

Deciding this is often the most difficult part of the dissertation process, and perhaps, you have been thinking of a topic for some time.

It is important to distinguish here between ‘dissertation topic’ and ‘dissertation title’. The topic is the specific area that you wish to investigate. The title may not be decided until the dissertation has been written so as to reflect its content properly.

Few restrictions are placed on the choice of the topic. Normally we would expect it to be:

- relevant to business, defined broadly;
- related to one or more of the subjects or areas of study within the core program and specialisation stream;
- clearly focused so as to facilitate an in-depth approach, subject to the availability of adequate sources of information and to your own knowledge;
- of value and interest to you and your personal and professional development.

### **Planning the Dissertation**

This will entail following:

- Selecting a topic for investigation.
- Establishing the precise focus of your study by deciding on the aims and objectives of the dissertation, or formulating questions to be investigated. Consider very carefully what is worth investigating and its feasibility.
- Drawing up initial dissertation outlines considering the aims and objectives of the dissertation. Workout various stages of dissertation
- Devising a timetable to ensure that all stages of dissertation are completed in time. The timetable should include writing of the dissertation and regular meetings with your dissertation guide.

### **The Dissertation plan or outline**

It is recommended that you should have a dissertation plan to guide you right from the outset. Essentially, the dissertation plan is an outline of what you intend to do, chapter wise and therefore should reflect the aims and objectives of your dissertation.

There are several reasons for having a dissertation plan

- It provides a focus to your thoughts.
- It provides your faculty-guide with an opportunity, at an early stage of your work, to make constructive comments and help guide the direction of your research.

- The writing of a plan is the first formal stage of the writing process, and therefore helps build up your confidence.
- In many ways, the plan encourages you to come to terms with the reading, thinking and writing in a systematic and integrated way, with plenty of time left for changes.
- Finally, the dissertation plan generally provides a revision point in the development of your dissertation report in order to allow appropriate changes in the scope and even direction of your work as it progresses.

### **Keeping records**

This includes the following:

- Making a note of everything you read; including those discarded.
- Ensuring that when recording sources, author's name and initials, date of publication, title, place of publication and publisher are included. (You may consider starting a card index or database from the outset). Making an accurate note of all quotations at the time you read them.
- Make clear what is a direct a direct quotation and what is your paraphrase.

### **Dissertation format**

All students must follow the following rules in submitting their dissertation.

- Front page should provide title, author, Name of degree/diploma and the date of submission.
- Second page should be the table of contents giving page references for each chapter and section.
- The next page should be the table of appendices, graphs and tables giving titles and page references.
- Next to follow should be a synopsis or abstract of the dissertation (approximately 500 words) titled: **Executive Summary**.
- Next is the 'acknowledgements'.
- Chapter I should be a general introduction, giving the background to the dissertation, the objectives of the dissertation, the rationale for the dissertation, the plan, methodological issues and problems. The limitations of the dissertation should also be hinted in this chapter.
- Other chapters will constitute the body of the dissertation. The number of chapters and their sequence will usually vary depending on, among others, on a critical review of the previous relevant work relating to your major findings, a discussion of their implications, and conclusions, possibly with a suggestion of the direction of future research on the area.
- After this concluding chapter, you should give a list of all the references you have used. These should be cross - references with your text. For articles from journals, the following details are required e.g.

Draper P and Pandyal K. 1991, The Investment Trust Discount Revisited, Journal of Business Finance and Accounting, Vol18, No6, Nov, pp 791-832.

For books, the following details are required:

Levi, M. 1996, International Financial Management, Prentice Hall, New York, 3rd Ed, 1996

- Finally, you should give any appendices. These should only include relevant statistical data or material that cannot be fitted into the above categories.

### **The Layout Guidelines for the Dissertation:**

- A4 size Paper
- Font: Arial (10 points) or Times New Roman (12 points)
- Line spacing: 1.5
- Top and bottom margins: 1 inch/ 2.5 cm; left and right margins: 1.25 inches/ 3 cm

### **Guidelines for the Assessment of the Dissertation**

While evaluating the dissertation, faculty guide will consider the following aspects:

1. Has the student made a clear statement of the objective or objective(s).
2. If there is more than one objective, do these constitute parts of a whole?
3. Has the student developed an appropriate analytical framework for addressing the problem at hand.
4. Is this based on up-to-date developments in the topic area?
5. Has the student collected information / data suitable to the frameworks?
6. Are the techniques employed by the student to analyse the data / information appropriate and relevant?
7. Has the student succeeded in drawing conclusion form the analysis?
8. Do the conclusions relate well to the objectives of the project?
9. Has the student been regular in his work?
10. Layout of the written report.

### **Assessment Scheme:**

<b>Continuous Evaluation:</b> (Based on Abstract, Regularity, Adherence to initial plan, Records etc.)	40%
<b>Final Evaluation:</b> Based on,	60%
Contents & Layout of the Report,	25
Conceptual Framework,	10
Objectives & Methodology and	10
Implications & Conclusions	15