

# PARUL UNIVERSITY - FACULTY OF MANAGEMENT

Department of Master of Business Administration

SYLLABUS FOR 4th Sem MBA PROGRAMME

Banking & Insurance (06201253)

Type of Course: MBA

Prerequisite:

Rationale:

Teaching and Examination Scheme:

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
Lect	Tut	Lab		External		Internal			
				T	P	T	CE	P	
4	-	-	4	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<b>MODULE 1:</b> Role of banks in Indian financial system, Types of banks and their role, Different types of deposits handled by banks, Opening and Operation of Bank Account, Different types of advances provided by banks in India. Modes of creating charge on assets.	25%	15
2	<b>MODULE 2:</b> Understanding of bank financial statements, Ratio Analysis of Bank statements. Modes of transferring funds, credit card and debit card, aspects of loan appraisal in banks, Management of NPA, SARFAISI Act, Risk management tools. Over view of retail Products in Banks	25%	15
3	<b>MODULE 3:</b> History and Evolution of Insurance, Development of Insurance in India- Pre and Post Nationalization Period, Insurance Reforms, Definition, Purpose and Need of Insurance, Nature and Characteristics of Insurance, Advantages of Insurance from the point of Individuals, Family, Business and Society, Limitation of Insurance	25%	15
4	<b>MODULE 4:</b> Classification of Insurance, Difference between Life and General Insurance, Types of Life and General Insurance Policies, Types of Insurance Organizations in India,  Elements of Insurance Contracts, Insurance and Wagering Contracts, Principles of Insurance, Over Insurance, Double Insurance Reinsurance, Premium calculation of Life Policy.	25%	15

5	<b>MODULE 5:</b> Prepare a project of your choice using the theoretical fundamentals in above modules and also prepare a project report under the guidance of subject teacher.	%	
---	---	---	--

**\*Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

**Reference Books:**

1. Banking Law and Practice (TextBook)  
Gordan N. Natrajan; Himalaya Publishing House; Latest
2. Advances in Banking Technology and Management  
Vadlamani Ravi; IGI Global; Latest
3. Banking and Insurance (TextBook)  
O P Agarwal; Himalaya Publishing House; latest
4. Banking Law and Practice (TextBook)  
P.N. Varshney; Sultan Chand & Sons; latest

# PARUL UNIVERSITY - FACULTY OF MANAGEMENT

Department of Master of Business Administration

SYLLABUS FOR 4th Sem MBA PROGRAMME

Corporate Restructuring (06201252)

Type of Course: MBA

Prerequisite:

Rationale:

Teaching and Examination Scheme:

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
Lect	Tut	Lab		External		Internal			
				T	P	T	CE	P	
4	-	-	4	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<b>Module 1:</b> <b>Introduction to Corporate Restructuring</b> Fundamental concept of corporate restructuring, different forms, motives & applications of corporate restructuring, Mergers & acquisitions concept, process. Due diligence for M&A, Take-over. Calculations of exchange ratio.	25%	15
2	<b>MODULE 2:</b> <b>Accounting, Taxation &amp; legal aspects of M&amp;A</b> Accounting for Mergers & Demergers, Companies' Act for M&A, Competition Act for M&A, SEBI's rules and regulations for M&A, Share Buyback guidelines, Tax implications, Calculation of exchange ratio.	25%	15
3	<b>MODULE 3:</b> <b>Valuation Aspects of M&amp;A</b> Fundamental and methods of valuation, Calculations of financial synergy and return, Different approaches of valuation – Comparable company & transaction analysis method, DCF, Formula approach for valuation and other important methods of valuation	25%	15
4	<b>MODULE 4:</b> <b>Dimensions of Corporate Restructuring</b> Corporate Restructuring including buy-back of shares, & Divestiture, Financial Restructuring, Alliances & Joint Ventures, Employee Stock Ownership, Leveraged Buyouts Cross-Border Mergers & Acquisitions. De-Merger, Delisting of Securities	25%	15

5	<b>MODULE 5:</b> <b>Students should give presentation on mergers and acquisition cases downloaded from <a href="http://www.sebi.gov.in">www.sebi.gov.in</a> from recent takeover section</b>	%	
---	---	---	--

**\*Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

**Reference Books:**

1. Corporate restructuring (TextBook)  
Bhagvandas; Himalaya, Latest Edition
2. Mergers, acquisitions and Business Valuation  
Ravindhar Vadapalli; Excel Books
3. Mergers, Acquisitions and Corporate Restructuring (TextBook)  
Prasant Godbole; Vikas Publication

# PARUL UNIVERSITY - FACULTY OF MANAGEMENT

Department of Master of Business Administration

SYLLABUS FOR 4th Sem MBA PROGRAMME

Financial Derivatives (06201251)

Type of Course: MBA

Prerequisite:

Rationale:

Teaching and Examination Scheme:

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
Lect	Tut	Lab		External		Internal			
				T	P	T	CE	P	
4	-	-	4	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<b>MODULE 1:</b> <b>Introduction to Financial Derivatives</b> - Definition – Types – Participants and functions – Development of exchange traded derivatives – Global derivatives markets – Exchange traded vs. OTC derivatives markets – Derivatives trading in India –Introduction of L. C. Gupta Committee– Requirements for a successful derivatives markets – Futures and options trading system –contract specification –specification for stock and index eligibility for trading in Derivatives - Clearing entities and their role- clear mechanism. (T-1)	20%	12
2	<b>MODULE 2:</b> <b>Futures:</b> Introduction – Futures terminology – Key features of futures contracts – Futures vs. Forwards – Pay off for futures –Mark to Market Margin calculation – Index and Equity futures in India. (T-1) <b>Future Pricing:</b> The cost of carry models for stock and index futures – cash price and futures price, arbitrage opportunity – Futures trading strategies- Hedging – Speculation – Arbitrage – Spread trading. (T-1)	30%	18
3	<b>MODULE 3:</b> <b>Options:</b> Introduction – Options terminology (Moneyness of the option) –Types – Intrinsic Value & Time Value– Options pay off- Index and Equity options contracts in India. (T-1) <b>Option Pricing:</b> Put Call Parity Theory - Option pricing models – Binominal pricing model – The Black and Scholes Model-Pricing of index options -- Factors affecting options pricing - Sensitivity of option premia (Greek Letters) (T-1) (T-2) <b>Options trading strategies</b> – Hedging – Speculation – Arbitrage – Straddle – Strangles – Strips and straps – Spread trading. (T-1)	30%	18

4	<b>MODULE 4:</b> <b>Innovative Derivatives:</b> Credit Risk & Credit Derivatives – Interest rate Derivatives -Exotic Option – Currency Swaps – Interest Rate Swaps –Lessons from Derivatives mishaps (T-2)	20%	12
5	<b>MODULE 5:</b> <b>PRACTICAL MODULE:</b> Analyzing Various Derivative Contract and their Specifications from Exchanges <ul style="list-style-type: none"> <li>• Understanding the trading and settlement process and other documentary requirements at Brokers' office to open the trading account</li> <li>• Forming of different futures and options trading strategies with the real time data from Exchange</li> <li>• Forming of Hedging with real time data from commodities</li> </ul>	%	

**\*Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

**Reference Books:**

1. Futures and Options (TextBook)  
N D Vohra & B R Bagri; TMH – Latest Edition
2. Derivatives and Risk Management  
Rajiv Srivastava; Oxford – Latest Edition
3. Derivatives Markets  
Robert L McDonald; Pearson – Latest Edition
4. Options, Futures and other Derivatives (TextBook)  
John C Hull; Pearson – Latest Edition; Latest
5. NCFM Derivatives (Dealers) Module  
NSE; [www.nseindia.com](http://www.nseindia.com)

# PARUL UNIVERSITY - FACULTY OF MANAGEMENT

Department of Master of Business Administration

SYLLABUS FOR 4th Sem MBA PROGRAMME

Business Ethics & Corporate Governance (06200251)

Type of Course: MBA

Prerequisite:

Rationale:

Teaching and Examination Scheme:

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
Lect	Tut	Lab		External		Internal			
				T	P	T	CE	P	
4	-	-	4	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<p><b>MODULE I Introduction to Business Ethics:</b></p> <p>Introduction to Business Ethics: Nature of Ethics; Ethical Concepts and Theories. Professional Ethics for Finance, Marketing &amp; HR Professionals.</p> <p>Two Case Studies (T1)</p> <p>1. Story of Greek Philosopher Socrates.</p> <p>2. Bhopal Gas Tragedy.</p>	25%	15
2	<p><b>MODULE II Managerial Ethics:</b></p> <p>Managerial Ethics:</p> <p>Ethical Decision-Making, Managerial &amp; Ethical Dilemmas at work, Managing Ethical Problems, Managerial Ethics and Individual Decisions, Creative Accounting- Its Role in Business Scandals, Corporate Ethical Leadership and Corporate Social Responsibility, Ethics of Whistle Blowing.</p> <p>Two Case Studies(T1)</p> <p>1 Fire at Tata Steel Plant.</p> <p>2. Story of Satyam Computer Services Limited.</p>	25%	15

3	<p><b>MODULE III Corporate Governance:</b></p> <p>Corporate Governance (CG):</p> <p>Global Practice, Sarbanes Oxley Act of 2002, Reports of various committees on CG with recommendations.</p> <p>1. Narayan Murthy, 2. Dr. Ashok Ganguli 3. Naresh Chandra. 4. CII. 5. OECD. 6. Kumar Mangalam Birla and SEBI Regulations on CG. ( T2)</p> <p>Two Case Studies</p> <p>1. The fall of Michael Milken</p> <p>Enron: The good, the band and the really Ugly</p>	25%	15
4	<p><b>MODULE IV Recent Developments in Corporate Governance:</b></p> <p>Recent Development in Corporate Governance: Short-term returns Vs. Long term investment;</p> <p>Impact of shareholder awareness on board decisions;</p> <p>Duties of Board and Independent Directors;</p> <p>Reliability of Financial Reporting;</p> <p>Rebuilding Society's trust in the corporation;</p> <p>Corporate Governance rankings and Indian Scenario.</p> <p>ICRA's Methodology for ratings (T2)</p>	25%	15
5	<p><b>MODULE V:</b></p> <p>Practical Module:</p> <p>The students may be given a term paper either individually or in group of 2 to 3 students on topic like:</p> <p>1. Relevant values as practiced by corporate leaders like Lala Shree Ram, Seth Jamnalaji Bajaj, Sir Jamshetji Tata, Ghanshyam Das Birla, Adeshir and Pirojsha Godrej, S. K. Burman, Nusli Wadia, Dhirubhai Ambani, S.K. Khaitan, T.V. Sundaram Iyenger, K.V.Pendharkar or any other entrepreneur/professional associated with Fortune500 companies, and their role in empire building.</p> <p>2. Relevant Values of present Business Leaders like, Azim Premji, Narayanmurthy, Rahul Bajaj, Ratan Tata, Kumar Mangalam Birla, Mukesh Ambani, Anil Ambani, Nandan Nilekani, Kishore Biyani, Brijmohan Lal Munjal, Sachin and Binny Bansal, Sumeet Arora-Rahul Sharma, Ajay Singh and Bhupendra Kansara, Uday Kotak, Mark Zuckerberg, Warren Buffett, Jeff Bezos, Larry Page and Sergey Brin, Peng Lei and Jack Ma, Steve Jobs, Jan Koum, and their role models of corporate governance.</p> <p>3. Ethics and functional area issue in Global business: Supply Chain and human rights challenges; Executive Compensation and ethical considerations</p> <p>4. Governance and conflict of interest; Side-dealings and its' impact on Governance; Aligning individual values to ethical leadership and governance</p>	%	

**\*Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.



**Reference Books:**

1. Ethics in Business and Corporate Governance (TextBook)  
S K Mandal; Tata McGraw Hill- Latest Edition; LATEST
2. Business Ethics and Corporate Governance (TextBook)  
A C Fernando; Pearson
3. Case Studies in Business Ethics  
Al Gini and Alexei M. Marcoux
4. Business Ethics and Corporate Governance  
Murthy C.S.V.; HIMALAYA PUBLISHING; LATEST

# PARUL UNIVERSITY - FACULTY OF MANAGEMENT

Department of Master of Business Administration

SYLLABUS FOR 4th Sem MBA PROGRAMME

New Enterprise & Innovation Management (06200252)

Type of Course: MBA

Prerequisite:

Rationale:

Teaching and Examination Scheme:

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
Lect	Tut	Lab		External		Internal			
				T	P	T	CE	P	
4	-	-	4	60	-	20	20	-	100

Lect - Lecture, Tut - Tutorial, Lab - Lab, T - Theory, P - Practical, CE - CE, T - Theory, P - Practical

Contents:

Sr.	Topic	Weightage	Teaching Hrs.
1	<p><b>MODULE I:</b></p> <p><b>Introduction:</b> What is entrepreneurship, theories, categories, influencers, Global and Indian Perceptive of Entrepreneurship, Myths concerning Entrepreneurship,</p> <p><b>Entrepreneurship Ecosystem:</b> What is ecosystem, context, positive influencers, Players, Ecosystem and Entrepreneurial Mobility</p> <p><b>Entrepreneurial Process:</b> Process, Why Process for Entrepreneurship, unorthodox Iterative Process, Assessing the Opportunity, ideation and Coming up with the Idea. Building the Business Model, Creating Business Plan</p>	25%	15
2	<p><b>MODULE II:</b></p> <p><b>Idea to Opportunity Mapping:</b></p> <p>Demystifying Terms, Myth around Innovation, Business Innovation, Relevance of Innovation and Creativity with Entrepreneurship, Opportunity Analysis, Approach, Techniques, Ideation Catalyst, Idea Inhibitor, Chronic Ideation Syndrome, Mapping Idea to Opportunities, Idea to Opportunity Map ( I2O mapping)</p>	25%	15
3	<p><b>MODULE III:</b></p> <p><b>Business Plan:</b></p> <p>What is Business Plan, Why, Myth, Why Business Plan should not be Starting Point, Types, Sections, Dealing and writing, Documentation, reviewing, Dos and Don'ts, Researching for Business Plan.</p>	25%	15

4	<p><b>MODULE IV:</b></p> <p><b>Start Up:</b> Institutional support to start up and incentives for SSI. Statutory obligation in starting a unit (general like Income Tax, VAT, CST or GST, Service tax, excise and customs, labour laws, etc. Start up strategies. Dealing with outside agencies like consultant, contractors, etc. Key marketing issue of new venture. Starting a franchising business. Starting an e-commerce venture. Buying a running business</p>	25%	15
5	<p><b>MODULE V:</b></p> <p><b>Practical:</b></p> <p>The student can perform one of the following or combination according to the instruction of the faculty in charge:</p> <ul style="list-style-type: none"> <li>• Prepare a feasibility report/business plan and make presentation in the class.</li> <li>• Prepare an assignment on at least three leading entrepreneurs</li> <li>• Visit a franchisee and prepare a report and/or make presentation in the class</li> </ul>	%	

**\*Continuous Evaluation:**

It consists of Assignments/Seminars/Presentations/Quizzes/Surprise Tests (Summative/MCQ) etc.

**Reference Books:**

1. Entrepreneurship: Theory and Practice (TextBook)  
Raj Shankar; Tata McGraw Hill- Latest Edition; LATEST
2. Entrepreneurship (TextBook)  
Robert D. Hisrich, Michael P Peters and Dean A Sheperd; Tata McGraw Hill- Latest Edition; LATEST
3. Entrepreneurship and Management  
S Nagendra and V S Manjunath; Pearson Education Latest Edition; LATEST
4. Entrepreneurship : Text and Cases  
P Narayana Reddy; Cengage Latest Edition; LATEST

A  
**COMPREHENSIVE PROJECT REPORT**  
ON

“ \_\_\_\_\_ ”

Submitted to  
**(Institute Name)**

*IN PARTIAL FULFILLMENT OF THE  
REQUIREMENT OF THE AWARD FOR THE DEGREE OF  
**MASTER OF BUSINESS ADMINISTRATION***

In  
**Parul University**

UNDER THE GUIDANCE OF

Faculty Guide  
Name and Designation

Company Guide (If Any)  
Name and Designation

**Submitted by**  
**(STUDENT NAME)**  
[Batch :, Enrollment No.:\_\_\_\_]  
**MBA SEMESTER III/IV**

**(Institute Name)**  
MBA PROGRAMME  
Parul University,  
Limda, Waghodia

Month, Year

## Company Certificate

*(in case of CP based on Industry Defined Problem Identification)*

(On separate page)

“This is certified that Mr./ Ms..... and Mr/Ms..... from .....Institute, have carried out the research on the subject titled “.....” at this company/organization under the supervision of .....from ..... To..... I also certify that, the above mentioned students have carried the research work satisfactory.

---

## Students’ Declaration

(On separate page)

We, \_\_\_\_\_, hereby declare that the report for Comprehensive Project entitled “\_\_\_\_\_”  
\_\_\_\_\_”  
is a result of our own work and our indebtedness to other work publications, references, if any, have been duly acknowledged.

Place : .....

(Signature)

Date :

(Name of Student)

## Institute’s Certificate

(On separate page)

“Certified that this Comprehensive Project Report Titled “.....”  
.....” is the bonafide work of Mr./ Ms.....  
(Enrollment No.....), who carried out the research under my

Supervision. I also certify further, that to the best of my knowledge the work reported herein does not form part of any other project report or dissertation on the basis of which a degree or award was conferred on an earlier occasion on this or any other candidate.

**Signature of the Faculty Guide  
(Name and Designation of Guide)**

**(Certificate is to be countersigned by the Director/HoD)**

---

**PREFACE  
(SEPARATE PAGE)**

---

**ACKNOWLEDGEMENT  
(SEPARATE PAGE)**

---

- TABLE OF CONTENTS
- LIST OF TABLES
- LIST OF FIGURES
- LIST OF SYMBOLS, ABBREVIATIONS  
OR NOMENCLATURE (OPTIONAL)
- ABSTRACT / EXECUTIVE SUMMERY
- CHAPTERS
- APPENDICES / ANNEXURES
- REFERENCES / BIBLIOGRAPHY

## General Model Format For CP Project

*[Option 1: If project is based on Research]*

SR. NO.	PARTICULARS	Total No. of Pages.	Semester
	<b>PART – I GENERAL INFORMATION</b>	3 to 5	<b>III</b>
1	About the Company / Industry / Sector Overview of World Market Overview of Indian / Gujarat Market Growth of the Company / industry / Sector	8 to 12	<b>III</b>
2	About major Companies in the Industry	5 to 10	<b>III</b>
3	Product Profile (Major Products)	Upto 5	<b>III</b>
	<b>PART – II PRIMARY STUDY</b>		
4	Introduction of the Study  4.1 Literature Review 4.2 Background of the Study 4.3 Problem Statement /Rationale / of the Study 4.4 Objectives of the Study 4.5 Hypothesis	4 to 6 2 to 3 1 to 2 Upto 1 Upto 1	<b>III</b>
5	Research Methodology  5.1 Research Design 5.2 Source/s of Data 5.3 Data Collection Method 5.4 Population 5.5 Sampling Method 5.6 Sampling Frame 5.7 Date Collection Instrument	10 to 15	<b>III</b>
	Data Collection Work to be commenced in Sem. III and continue in Sem-IV also.		III & IV
6	Data Analysis and Interpretation	30 to 50	IV
7	Results and Findings	5 to 10	IV
8	Limitations of the Study	1 to 2	IV
9	Conclusion/Suggestions	2 to 3	IV

*(No. of pages suggested above are a part of model guidelines & they may increase / decrease, depending on the scope of the research work and guidance of faculty guide)*

- Annexure
- Bibliography

## General Model Format For CP Project

*[Option 2: If project is based on Industry study / Industry Defined Problems]*

- Preface
- Acknowledgement
- Declaration
- Executive Summary

SR. NO.	PARTICULARS	No of Pages	Semester
	<b>PART – I Industry Study</b>		<b>III</b>
1	Growth and Evolution of Industry in India	2 to 3	<b>III</b>
2	Product Profile	2 to 3	<b>III</b>
3	Demand determination of the Industry	2 to 3	<b>III</b>
4	Players in the Industry	2 to 3	<b>III</b>
5	Distribution channel in the Industry	2 to 3	<b>III</b>
6	Key Issues and Current Trends	2 to 3	<b>III</b>
7	PESTEL Analysis (depends on nature of study, as per the guide's suggestions)	5 to 10	<b>III</b>
	<b>PART – II Company Study</b>		
8	Financial Analysis of Chosen Industry (depends on nature of study, as per the guide's suggestions)	10 to 15	<b>IV</b>
9	Industry Analysis : Michel Porter's Five Force Model (depends on nature of study, as per the guide's suggestions)	7 to 10	<b>IV</b>
10	Future outlook	3 to 5	<b>IV</b>
11	Company Information and Product Profile	5 to 10	IV
12	Organisational Structure and Functional Departments	5 to 10	IV
13	SWOT Analysis	10 to 15	IV
14	Problem/s Identification, Analysis of Situation and Suggestive Measures to overcome the problems (if CP is based on Industry Defined Problems)	5 to 10	IV
	Future Outlook/Conclusion/Suggestion	5 to 10	IV

*(No. of pages suggested above are a part of model guidelines & may increase / decrease, depending on the scope of the research work and guidance of faculty guide)*

- Annexure
- Bibliography



**MODEL GUIDELINES ABOUT THE CONTENTS OF THE  
COMPREHENSIVE PROJECT**

**(If the project is based on Industry Study )**

**Part I**

1. Growth and Evolution of Industry in India
2. Product Profile
3. Demand determination of the Industry
  - Price
  - Income of targeted customers
  - Penetration level
  - Availability of Finance
  - Replacement Demand
  - Promotion Schemes
  - Excise duty structures
4. Players in the Industry
  - Number of Players
  - Market Share of Various Brands/Firms
5. Distribution channel in the Industry
6. Key Issues and Current Trends
  - Product Quality/Technology
  - Customer Service
  - Pricing
  - Promotion
  - Company specific marketing strategies
  - Segmentation and Positioning
  - Current trends in the industry
7. PESTEL Analysis
  - Import duties on Components and finished goods
  - Taxes and Levies
  - Non Tariff Barriers
8. Future outlook/Comments
9. Suggestions
10. Conclusion

## **Part II**

1. Company Information
  - Introduction and company profile
  - Growth of the company
2. Product Profile
3. Functional Departments
  - Production Department
  - Marketing Department  
(Product, Price, Distribution, Promotion, Segmentation, Targeting Positioning)
  - Finance Department  
(Ratio Analysis, Du-Pont analysis, ROI analysis, Leverage analysis, Working Capital analysis)
  - Human Resource Department
  - Information Technology
  - Others
4. SWOT Analysis
5. Financial Analysis of Chosen Industry
  - ROI
  - Dupont Analysis
  - Leverage Analysis
  - Working Capital Management Analysis
  - Any other Financial Analysis
11. Industry Analysis : Michel Porter's Five Force Model
12. Problems Identification, Problems Analysis and Remedial Measures
13. Future Outlook/Conclusion/Suggestion

**MODEL GUIDELINES ABOUT THE CONTENTS OF THE  
COMPREHENSIVE PROJECT**

Option 3: If CP is based on a Project feasibility study

Preface  
Acknowledgement  
Declaration  
Executive Summary

<b>SR. NO.</b>	<b>PARTICULARS</b>	<b>Work to be done in Sem.</b>
	<b>PART – I Industry Study</b>	<b>III</b>
1	Growth and Evolution of Industry in India	<b>III</b>
2	Product Profile (Major Products)	<b>III</b>
3	Players in the Industry	<b>III</b>
4	Demand determination of the Industry	<b>III</b>
5	Future Prospects	<b>III</b>
	<b>PART – II Feasibility Study</b>	<b>IV</b>
5	Introduction	<b>IV</b>
6	Marketing Feasibility	<b>IV</b>
7	Technical Feasibility	<b>IV</b>
8	Financial Feasibility	<b>IV</b>
9	Human Resource Requirement	<b>IV</b>
10	Conclusion (Overall Viability)	<b>IV</b>

Annexure  
Bibliography

**LIST OF TABLES\*/GRAPHS\*/DIAGRAMS\***

**(SEPARATE PAGE)\***

<b>SR. NO.</b>	<b>PARTICULARS</b>	<b>TABLE NOS.</b>	<b>PAGE NOS.</b>

---

**FORMAT FOR TABLES/GRAPHS/DIAGRAMS**

**(AS TO BE WRITTEN IN THE REPORT)**

**TABLE TITLE**  
**TABLE NO.**

SOURCE: (Font Size – 10)

## SPECIFICATIONS FOR COMPREHENSIVE REPORT

1	Paper Size	A4
2	Margins	Left Side - 1.5 cm Right Side - 1 cm Top - 1 cm Bottom - 1 cm
3	Line Spacing	1.5 Lines
4	Paragraph Spacing	Double Lines
5	Page Numbers	At bottom – Centre (Middle)
6	Font Type	Arial
7	Font Size (FS)	For normal – 12
8	Bold / Italic / Underline	Should be used for specific purposes only
9	Alignment	Page Justify
10	Heading Subhead	Upper case, Bold, Centre, FS – 14 Bold, Left Aligned, FS- 12, No Colon (:)
11	Tables/ Graphs/ Diagrams	Title, No. and Source
12	Borders / Shades	No Borders , Headers , Footers
13	Word Breaking	No word Breaking
14	Chapter Name	On Separate Page – Before the start of the Chapter Centre Aligned on the Page No page Numbers on it Next page start the Chapter – do not repeat the title on the next page
15	Report Binding (Semester IV only)	Hard Bound Cover – Black Plastic coated Writing –Golden color only
16	Copies of the Report (Semester III)	<b>Hard : Total 2 Copy</b> For Institute – 01 (Spiral Binding) For Student – 01 (Spiral) (Optional) <b>Soft : 01 Copy</b> CD should have following information in Word format: Name of the Student Enrollment No. CP Title Year Guide Name
16	Copies of the Report (Semester IV)	<b>Hard : Total 2 Copy</b> For Institute – 01 (Hard Binding – Black) For Student – 01 (Spiral) (Optional) <b>Soft : 01 Copy</b> CD should have following information: Name of the Student

		Enrollment No. CP Title Year Guide Name
17	No. of pages for the report (Semester III)	30 – 40 Pages approx.
	No. of pages for the report (Semester IV)	<b>Not more 100 to 125 Pages (combine of Sem-III and IV)</b>