Centre for Distance and Online Education (CDOE)

Jamia Millia Islamia,
New Delhi-110025

Programme Project Report

Bachelor of Commerce (International Business and Finance)

1. Programme's Mission and Objectives

Mission:

The efforts of Centre for Distance and Online Education (CDOE), Jamia Millia Islamia are dedicated to impart quality and value based education to raise satisfaction level of all stake-holders. Our strength is directed to create competent professionals. Our endeavor is to provide all possible support to promote research and development activities. The mission of the Centre is to achieve excellent standards of quality education by keeping pace with rapidly changing technologies and create technical manpower of global standards with capabilities of accepting new challenges.

Objective:

This programme aims to achieve the following objectives:

- To provide an opportunity to get a BCIBF degree to those who find it too difficult or even impossible to pursue regular BCIBF course at a University either due to their job commitments or certain other circumstances.
- To help the learners, study at their own pace, and from their own chosen place.
- To provide adequate basic understanding about business and commerce among the students.
- To develop skills in matters related to commerce.
- To create an additional avenue of self-employment and also to benefit various financial/commercial/business institutions by providing them with suitable qualified persons.
- To develop Information Technology skills in the students, which now a days are essential in business and commerce.

2. Relevance of the Programme with HEI Mission & Goals.

The BCIBF programme is aligned with the mission of Jamia Millia Islamia to promote inclusive, quality, and learner-centric higher education.

- Expands access to quality commerce education through the ODL mode.
- Supports flexible and technology-enabled learning in line with NEP 2020.
- Develops knowledge and skills in commerce, accounting, finance, and business.
- Enhances employability, entrepreneurship, and professional competence.
- Promotes lifelong learning and contributes to national development.

3. Nature of Prospective Target Group of Learners

The programme is designed for a diverse group of learners including:

- Recent 10+2 graduates seeking management education.
- Working professionals aiming for career advancement.
- Entrepreneurs and business aspirants.
- Learners from rural and urban backgrounds.
- Women learners seeking flexible education opportunities.
- Economically weaker sections and marginalized groups.

The programme ensures inclusivity, accessibility, and flexibility to support lifelong learning.

4. Appropriateness of the Programme for ODL Mode

The BCIBF programme is well suited for delivery through the ODL mode due to its conceptual and application-oriented curriculum.

- Commerce subjects can be effectively delivered through Self-Learning Material (SLM), digital platforms, and counselling sessions.
- Flexible learning enables students to balance their studies with professional and personal commitments.
- LMS-based delivery facilitates structured, interactive, and learner-centric education.
- Continuous assessment through assignments and examinations supports effective learning.
- The programme develops competencies in accounting, finance, taxation, business management, and entrepreneurship, meeting the academic and professional requirements of the commerce sector.

3. Instructional Design:

The instructional design of the programme includes:

Curriculum Structure

1st YEAR

S. No.	Course Code	Course Title	Credit	Evaluation Scheme		Total
				Assignment	Term End	
1	BCIBF-101	Business Communication	4	30	70	100
2	BCIBF -102	Principles of Business Management	4	30	70	100
3	BCIBF -103	Financial Accounting	4	30	70	100
4	BCIBF -104	Business Regulatory Frame Work	4	30	70	100
5	BCIBF -105	Business Economics	4	30	70	100
6	BCIBF -106	Business Environment	4	30	70	100
7	BCIBF -107	Organizational Behaviour	4	30	70	100
8	BCIBF -108	Business Ethics	4	30	70	100
9	BCIBF -109	Money & Financial System	4	30	70	100
10	BCIBF -110	E- Commerce	4	30	70	100
Total			**40**			

2nd YEAR

S. No.	Course Code	Course Title	Credit	Evaluation Scheme		Total
				Assignment	Term End	
1	BCIBF -201	Introduction to Business Finance	4	30	70	100
2	BCIBF -202	Business Mathematics and Statistics	4	30	70	100
3	BCIBF -203	Company Law	4	30	70	100
4	BCIBF -204	Information Technology in Business	4	30	70	100
5	BCIBF -205	Cost and Management Accounting	4	30	70	100
6	BCIBF -206	Fundamentals of Entrepreneurship	4	30	70	100
7	BCIBF -207	Principles of Insurance	4	30	70	100
8	BCIBF -208	Basics of Research Methodology	4	30	70	100
9	BCIBF -209	Marketing Communication	4	30	70	100
10	BCIBF -210	Corporate Accounts	4	30	70	100
Total			**40**			

3rd YEAR

S. No.	Course Code	Course Title	Credit	Evaluation Scheme		Total
				Assignment	Term End	
1	BCIBF -301	Principles of Marketing	4	30	70	100
2	BCIBF -302	International Marketing	4	30	70	100
3	BCIBF -303	International Business Environment	4	30	70	100
4	BCIBF -304	India’s Foreign Trade Policy	4	30	70	100
5	BCIBF -305	Export-Import Procedures and Documentation	4	30	70	100
6	BCIBF -306	International Finance	4	30	70	100
7	BCIBF -307	Human Resource Management	4	30	70	100
8	BCIBF -308	Income Tax	4	30	70	100
9	BCIBF -309	Financial Management	4	30	70	100
10	BCIBF -310	Survey Project	4	30	70	100
Total			**40**			

Teaching-Learning Methods:

- Self-Learning Materials (SLMs)
- Online lectures and webinars
- Video tutorials and recorded lectures
- Case studies, assignments, and project work

Learning Management System (LMS):

- Google Classroom as a central platform for content delivery
- Student-teacher interaction
- Assignment submission and evaluation

Credit System:

- Credit-based curriculum aligned with UGC guidelines

Student Support:

- Academic counseling sessions
- Mentoring and doubt-clearing sessions
- Digital library and e-resources

6. Admission, Curriculum Transaction and Evaluation

Admission Policy:

- Minimum eligibility: 10+2 or equivalent from a recognized board
- Merit-based admission as per university guidelines

- Reservation policy as per Government of India norms
- Transparent fee structure

Curriculum Transaction:

- Delivered through LMS, printed materials, and online/offline sessions
- Academic calendar for structured learning
- Regular interaction between learners and faculty

Evaluation System:

- Internal Assessment: Assignments, quizzes, projects
- University Examination (UE)
- Practical/project evaluation where applicable
- Grading system as per university norms

7. Laboratory Support and Library Resources

- CDOE library (journals, books, case studies)
- Study materials in print and digital formats

8. Cost Estimate of the Programme

The financial structure of the programme includes:

- Curriculum and content development cost
- LMS development and maintenance cost
- Faculty and academic counselor remuneration
- Student support service cost
- Examination and evaluation cost
- Administrative and operational expenses

The programme is designed to remain cost-effective while ensuring high-quality education delivery.

1st Year	2nd Year	3rd Year
Rs. 9500	Rs. 9500	Rs. 9500

9. Quality Assurance Mechanism and Expected Programme Outcomes

- Monitoring by Internal Quality Assurance Cell (IQAC)
- Regular curriculum review and updates
- Feedback from learners, faculty, and industry experts
- Continuous improvement of learning materials and delivery methods
- Compliance with UGC-DEB regulations

Expected Programme Outcomes:
After completion, learners will be able to:

- Demonstrate strong understanding of business and management concepts
- Apply analytical and decision-making skills in real-world situations
- Exhibit leadership and entrepreneurial capabilities
- Communicate effectively in professional environments
- Adapt to dynamic business and corporate environments