

Centre for Distance and Online Education (CDOE)

Jamia Millia Islamia,
New Delhi-110025

PROGRAMME PROJECT REPORT BACHELOR OF COMMERCE (HONOURS)

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 stakeholders. 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 B.Com degree to those who find it too difficult or even impossible to pursue regular B.Com 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 B.Com 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/Online Mode

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

- Commerce subjects can be effectively delivered through Self-Learning Material (SLM), digital platforms, and online 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.

5. Instructional Design:

The instructional design of the programme includes:

Curriculum Structure

1st YEAR

S. No.	Course Code	Course Title	Evaluation Scheme			Total
			Credit	Assignment	Term End	
1	B.Com-101	Money & Financial System	4	30	70	100
2	B.Com -102	Financial Accounting	4	30	70	100
3	B.Com -103	Company Law	4	30	70	100
4	B.Com -104	Business Law	4	30	70	100
5	B.Com -105	Business Economics	4	30	70	100
6	B.Com -106	Principles of Business Management	4	30	70	100
7	B.Com -107	Business Ethics	4	30	70	100
8	B.Com -108	Organizational Behaviour	4	30	70	100
9	B.Com -109	India's Foreign Trade Policy	4	30	70	100
10	B.Com -110	International Business Environment	4	30	70	100
Total			40			

2nd YEAR

S. No.	Course Code	Course Title	Evaluation Scheme			Total
			Credit	Assignment	Term End	
1	B.Com -201	Business Communication	4	30	70	100
2	B.Com -202	Business Mathematics and Statistics	4	30	70	100
3	B.Com -203	Corporate Accounts	4	30	70	100
4	B.Com -204	Principles of Marketing	4	30	70	100
5	B.Com -205	Information Technology in Business	4	30	70	100
6	B.Com -206	Business Environment	4	30	70	100
7	B.Com -207	Introduction to Business Finance	4	30	70	100
8	B.Com -208	Basics of Research Methodology	4	30	70	100
9	B.Com -209	E-Business	4	30	70	100
10	B.Com -210	International Marketing	4	30	70	100
Total			40			

3rd YEAR

S. No.	Course Code	Course Title	Evaluation Scheme			Total
			Credit	Assignment	Term End	
1	B.Com -301	Financial Management	4	30	70	100
2	B.Com -302	Fundamentals of Entrepreneurship	4	30	70	100
3	B.Com -303	Cost and Management Accounting	4	30	70	100
4	B.Com -304	Income Tax	4	30	70	100
5	B.Com -305	Auditing	4	30	70	100
6	B.Com -306	Principles of Insurance	4	30	70	100
7	B.Com -307	Human Resource Management	4	30	70	100
8	B.Com -308	International Finance	4	30	70	100
9	B.Com -309	Export-Import Procedures and Documentation	4	30	70	100
10	B.Com -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 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.

1 st Year	2 nd Year	3 rd Year
Rs. 8000	Rs. 8000	Rs. 8000

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