DR.BHIM RAO AMBEDKAR UNIVERSITY
AGRA

Graduate/Four Years Undergraduate/Postgraduate
Programme under NEP2020

Bachelor of Commerce (Vocational)

B.Com (Vocational)

In

Foreign Trade

Faculty of Vocational Commerce

FYUGP of UGC
(To be in effect from 2025-26 Session)
B.Com (Vocational) in Foreign Trade

Year	Sem	Course Code	Paper Title	Theory/ Practical	Credits
1	I	C040101T	Basic of Foreign Trade	Theory	6
			Choose any One		
		C040104T	Business Statistics	Theory	6
		C040105T	Business Communication	Theory	6
		C040106T	Business Regulatory Framework	Theory	6
1	II	C040201T	India's Foreign Trade	Theory	6
			Choose any One		
		C040204T	Business Economics	Theory	6
		C040205T	Business Management	Theory	6
		C040206T	Financial Accounting	Theory	4
		C040207P	Computerized Accounting	Practical	2
2	III	C040301T	Elements of Export Marketing	Theory	6
			Choose any One		
		C040304T	Inventory Management	Theory	6
		C040305T	Essentials of E-Commerce	Theory	6
		C040306T	Cost Accounting	Theory	6
2	IV	C040401T	Foreign Trade Financing & Procedures	Theory	6
			Choose any One		
		C040404T	Financial Institute & Markets	Theory	6
		C040406T	Fundamentals of Marketing	Theory	4
		C040407P	Digital Marketing	Practical	2
		C040405T	Income Tax Law and Accounts	Theory	6
3	V	C040501T	Shipping Insurance	Theory	5
		C040504T	Goods and Services Tax	Theory	5
		C040505T	Business Finance	Theory	5
			Choose any One		
		C040506T	Human Resource Management	Theory	5
		C040507T	Corporate Accounting	Theory	5
3	VI	C040601T	Foreign Trade documentation and Procedure	Theory	5
		C040607T	Fundamentals of Entrepreneurship	Theory	5
		C040605T	Business Ethics and Corporate Governance	Theory	5
			Choose any One		
		C040604T	Accounting for Managers	Theory	5
		C040606T	Auditing	Theory	5

25/07/2025

Annexure-IV

Year-Wise Course Structure of B.Com (Vocational) in Foreign Trade

Cumulative Minimum Credits Required for Award of Certificate/ Diploma/ Degree	Year	Sem.	Subject I	Subject II	Subject III	Vocational skill Enhancement Course (SEC) with summer Internship	Co-Curricular Ability	Research Project / Dissertation/ Internship/ Field or Survey work	Minimum Credits for the year
			Major (Core)	Major (Core)	Minor	Minor	Minor	Major	
			6 Credits	6 Credits	6 Credits	3 Credits	2 Credits	3/4 Credits	
			Own Faculty	Own/Other Faculty	Other/ Own Faculty	Vocational skill Enhancement Course (SEC) with summer Internship	Co-Curricular Ability	Inter/ Intra Faculty related to main subjects	
(40) Certificate in Faculty	1	I	Basics of Foreign Trade (6 Credit)	Business Statistics (6) Or Business Communication (6) Or Business Regulatory Framework (6) (6 Credit)	(Choose any one) (6 Credit)	(3 Credit)	First aid and Basic Health (2 Credit)		40
		II	India's Foreign Trade (6 Credit)	Business Economics (6) Or Business Management (6) Or Financial Accounting (4) + Computerized Accounting (2) (6 Credit)		Computer Office Management (VOCOM102) (3 Credit)	Human Values and Environment Studies (2 Credit)		

(40+40 = 80) Diploma in Faculty	2	III	Elements of Export Marketing (6 Credit)	Inventory Management (6) Or Essentials of E-Commerce (6) Or Cost Accounting (6) (6 Credit)	(Choose any one) (6 Credit)	(3 Credit)	Physical Education and Yoga (2 Credit)		40
		IV	Foreign Trade Financing & Procedures (6 Credit)	Financial Institutes & Markets (6) Or Fundamentals of Marketing (4) + Digital Marketing (2) Or Income Tax Law and Accounts (6) (6 Credit)			Social Responsibility and Community Engagement (2 Credit)	Project Work ([illegible] Credit)	

Annexure-IV

(80 + 40 = 120) 3-year UG Degree	3	V	Shipping Insurance (5) (And) Goods and Services Tax (5) (And) Business Finance (5) (5 Credit)	Human Resource Management (5) Or Corporate Accounting (5) (5 Credit)					40
		VI	Foreign Trade Documentation & Procedures (5) (And) Fundamentals of Entrepreneurship (5) (And) Business Ethics and Corporate Governance (5) (5 Credit)	Accounting For Managers (5) Or Auditing (5) (5 Credit)					

25/07/2025

Year Wise Structure of Faculty of Commerce UG

(B.Com. Vocational) Foreign Trade Practices & Procedures

BASICS OF FOREIGN TRADE

Programme:B.Com.(Voc)ForeignTrade	Year:I	Semester:I
Subject:Commerce		
CourseCode:	CourseTitle:BasicsofForeignTrad e	
Courseoutcomes: • ToIntroduce the conceptofForeignTrade as asystem and the theories that underlie it;andalsotofamiliarize the studentswiththebasics,mechanismsoperating inForeignTrade		
Credits:	CoreCompulsory/Elective:Compulsory	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		

Unit	Topics	No.of Lectures
I	*Introduction:*Meaningof Foreign (International)TradeandDomesticTrade,Difference betweenForeignTradeandDomesticTrade, InterdependenceofCountries,AdvantagesandDisadvantages ofForeignTrade,Nature,ScopeandImportanceofForeignTrade,TypesofForeignTrade	20
II	*TheoriesofInternationalTrade:*ClassicalTheoryofInternational Trade,TheoryofAbsoluteAdvantages,RicardianTheoryofComparativeCosts,Modern(Heckscher-Ohlin)TheoryofInternationalTrade,CriticismsofTraditionaland ModernTheories,GainsfromInternationalTrade	25
III	*InternationalTradeEnvironment:*MeaningofInternationalTradeEnvironment,ComponentsofInternationalTradeEnvironment, DifferenttypesofEnvironment- Demographic, Social, Cultural, Economic,Political,Legal,Technological,Competitiveandcurrent scenario	20
IV	*InternationalTradeOrganizations& RegionalEconomicGroupings:*GATT,WTO,PrinciplesofWTO,FunctionsofWTO,UNCTAD,ASEAN,SAARC, BRICS, APEC, NAFTA, Advantages and Disadvantages of Regional Economic Grouping,	25
	TradeBarriers-TariffandNon-TariffTradeBarriers	

25/07/2025

Suggested Readings:

1. Khushpat S, Jain, Apexa Jain, Foreign Trade- theory, Procedures, Practices & Documentation, Himalaya Publication
2. Bimal Jaiswal, International Business, Himalaya Publishing House
3. V Sharan, International Business, Pearson
4. Neeta Vaydande, Basics of Foreign Trade, BSSS
5. Anne Krueger, International Trade, Oxford P Subba Rao, Intern

28/07/2025

BUSINESS STATISTICS

Programme:B.Com.(Voc)Foreign Trade	Year:I	Semester:I
Subject:Commerce		
CourseCode:C010102T	CourseTitle:Business Statistics	
Courseoutcomes: Thepurposeofthispaperistoinculcateandanalyticalability amongthestudents.		
Credits:6	CoreCompulsory/Elective:Compulsory	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		

Unit	Topics	No.of Lectures
I	IndianStatistics:Meaning,AboutfatherofIndianStatistics(Prof. Prasanta ChandraMahalanobis). Introduction to Statistics: Meaning, Scope, Importanceand Limitation, Statistical Investigation- Planning andorganization,Statisticalunits,MethodsofInvestigation,CensusandSampling.CollectionofData- Primary and Secondary Data, Editing of DataClassificationofdata,FrequencyDistributionand Statistical Series, Tabulation of Data Diagrammaticaland GraphicalPresentationofData.	20
II	Measures of Central Tendency – Mean, Median, Mode,GeometricandHarmonicMean;Dispersion–Range,Quartile, Percentile, Quartile Deviation, MeanDeviation,StandardDeviationanditsCo-efficient,Co-efficientofVariationandVariance,TestofSkewnessandDispersion,ItsImportance,Co-efficient ofSkewness.	25
III	Correlation-Meaning,application,typesanddegreeofcorrelation,Methods-ScatterDiagram,KarlPearson's CoefficientofCorrelation,Spearman'sRankCoefficientofCorrelation.	25
IV	Index Number:- Meaning,Types and Uses,MethodsofconstructingPriceIndexNumber,Fixed–BaseMethod, Chain-Base Method, Base conversion, Baseshifting deflating and splicing. Consumer Price IndexNumber, Fisher'sIdealIndexNumber, ReversibilityTest- TimeandFactor; AnalysisofTimeSeries:-Meaning,ImportanceandComponentsofaTimeSeries.DecompositionofTime Series: - Moving Average Method and Method of Leastsquare.	20

SuggestedReadings:

1. Heinz,Kohler:StatisticsforBusiness&Economics,HarperCollins;
2. Gupta,S.C.FundamentalofStatistics,HimalayaPublication.
3. SharmaJ.K.,BusinessStatistics,PearsonEducation.
4. GuptaS.P.&GuptaArchana,ElementaryStatistics,(EnglishandHindi)SultanChand&Sons,New Delhi.

Note:Latesteditionofthetextbooksshouldbeused.

Thiscoursecanbeoptedasanelectivebythestudentsoffollowingsubjects:Openforall

SuggestedContinuousEvaluationMethods:ContinuousInternalEvaluationshallbebasedonallottedAssignmentand ClassTests.Themarksshallbeasfollows:

25/07/2015

BUSINESSCOMMUNICATION

Programme:B.Com.(Voc)ForeignTrade.	Year:I	Semester:First
Subject:Commerce		
CourseCode:C010103T	CourseTitle:BusinessCommunication	
Course outcomes: Toacquireskillsinreading,writing,comprehensionandcommunication,andalsotouse electronicmediaforbusinesscommunication.		
Credits:6	CoreCompulsory/Elective:Elective	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		
Unit	**Topics**	**No.of Lectures**
I	**Introduction** Process and Importance of Communication, Types ofCommunication(verbal&NonVerbal),Differentforms of Communication. Barriers to Communication:LinguisticBarriers,PsychologicalBarriers,InterpersonalBarriers,CulturalBarriers,PhysicalBarriers,OrganizationalBarriers.Role,effectsandadvantages of technology in Business Communicationlikeemail,textmessaging,instantmessagingandmoderntechniqueslikevideoconferencing,socialnetworking.Strategicimportanceofe-communication.	22
II	**NON-Verbal Aspects of Communicating:** BodyLanguage, Kinesics, Proxemics, Paralanguage.EffectiveListening:PrinciplesofEffectivelistening,Factorsaffectinglisteningexercises,Oral,Writtenandvideosessions,**Interviewingskills:** Appearingininterviews,Writingresumeandletterofapplication.Modernformsofcommunicating:E-Mail,VideoConferencing etc.	21

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28/07/2025

III	**Businesslanguage andpresentation** Importance of Business language, Vocabulary Wordsoften confused Words often misspelt, Common errorsinEnglish.OralPresentationImportance,Characteristics ,PresentationPlan,Powerpointpresentation, Visualaids. Writing skills: Planning business messages, Rewritingand editing, The first draft and Reconstructing the finaldraft. **Office Correspondence:** Official Letter, Semi OfficialLetterAndMemorandum.	31
IV	**ReportWriting** Identify the types of reports, define the basic format ofa report, identify the steps of report writing, write areport meeting the format requirements, determine theprocess of writing a report, importance of includingvisuals such as tables, diagrams and charts in writingreport, apply citation rules (APA style documentation)inreports.	16

SuggestedReadings:

1. Lesikar,R.V.&Flatley,M.E.;BasicBusinessCommunicationSkillsforEmpoweringtheInternetGeneration,TataMcGrawHillPublishingCompanyLtd.NewDelhi.
2. Bovee,andThill,BusinessCommunicationToday,PearsonEducation
3. Shirley,Taylor,CommunicationforBusiness,PearsonEducation
4. Locker andKaczmarek,BusinessCommunication:BuildingCritical Skills,TMH
5. Misra,A.K.,BusinessCommunication(Hindi),SahityaBhawanPublicationsAgraNote-

Latesteditionofthe textbooksshouldbeused.

Thiscoursecanbeoptedasanelectivebythestudentsoffollowingsubjects:Openforall

SuggestedContinuousEvaluationMethods:ContinuousInternalEvaluationshallbebasedonallottedAssignmentandClassTests.Themarksshallbe asfollows:

25/07/25

BUSINESSREGULATORYFRAMEWORK

Programme:B.Com.(Voc)ForeignTrade	Year:I	Semester:I
Subject:Commerce		
CourseCode:C010303T	CourseTitle:BusinessRegulatoryFramework	
Courseoutcomes:Theobjectiveofthiscourseistoprovideabriefideaaboutthe frameworkofIndianContractAct,1872andSaleofGoodsAct,1930.		
Credits:6	CoreCompulsory/Elective:Elective	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		

Unit	Topics	No.of Lectures
I	IndianContractAct,1872:Definition&NatureofContract, Classification; Offer & Acceptance; Capacityof Parties;Free Consent;Consideration; Legality ofObjects .	20
II	VoidAgreements;PerformanceofContracts;DischargeofContract;ContingentContracts;QuasiContracts; Remedies for Breach of Contract, SpecialContracts:Indemnity&Guarantee;Bailment& Pledge;ContractofAgency.	24
III	Sale of Goods Act, 1930: Contract of Sale of Goods,Conditions&Warranties;TransferofOwnership;PerformanceoftheContract:RemedialMeasures; AuctionableClaims.	25
IV	NegotiableInstrumentAct:Cheque,PromissoryNote, BillofExchange,CrossingofCheque,DishonourofCheque,PaymentindueCourse.	21

SuggestedReadings:

1. SharmaRachita;BusinessRegulatory Framework;NavyugPublication,Agra
2. Sharma,Sanjeev,BusinessRegulatoryFramework,JawaharPublication,Agra
3. KuchalM.C:BusinessLaw;VikasPublishingHouse,NewDelhi.
4. ChandhaP.R:BusinessLaw;Galgotia,NewDelhi.
5. KapoorN.D:BusinessLaw;SultanChand&Sons,NewDelhi.(HindiandEnglish)
6. DesaiT.R.:IndianContractAct,Sale ofGoodsActandPartnershipAct;S.C.Sarkar&SonsPvt.Ltd.,Kolkata.
7. Tulsian,P.C.,BusinessLaw,NewDelhi,TataMcGrawHill.
8. Sharma,Sanjeev,BusinessRegulatoryFramework,JawaharPublication,AgraNote-Latest editionof thetextbooksshouldbeused.

Thiscoursecanbeoptedasanelectivebythestudentsoffollowingsubjects:Open

25/07/2025

INDIA'SFOREIGNTRADE

Programme:B.Com.(Voc)ForeignTrade	Year:I	Semester:II
Subject:Commerce		
CourseCode:	CourseTitle:India'sForeignTrad e	
Courseoutcomes:TofamiliarizethestudentswiththepositionofIndia'sForeignTrade,EXIMPolicies,Legal Framework,Composition,DirectionandvariousMeasuresadoptedbythe Governmentfor Promotion ofits Exports		
Credits:	CoreCompulsory/Elective:Compulsory	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		

Unit	Topics	No.of Lectures
I	***Introduction:***AnAnalysisofIndia'sForeignTrade,GrowthofIndia'sForeignTrade,CompositionandDirectionof India's ForeignTrade,prospectsandchallengestoIndia'sForeignTrade Development	20
II	***RegulatoryFrameworkforForeignTradeandForeignTradePolicy:***LawsGoverningIndia'sForeignTrade,TheCustomsAct 1962, TheForeignTrade(DevelopmentandRegulation)Act,1992,FEMA,1999,FERA2000,CentralBoardofExciseandCustoms,EXIMPolicy-overview,objectives,ITC(HS),CurrentEXIMPolicy,Board ofTrade,InternationalCommercialPractices	25
III	***Institutional Framework for Foreign Trade:*** Role ofExport Promotion Councils, Department of Commerce,DGFT,APEDA,CommodityBoards,StateTrading CorporationofIndia,	20
IV	***PolicyAssistanceandInitiatives:***IncentivesandAssistanceforExporters,DutyDrawback,EPCGScheme,SEZs,EOU,Towns ofExportExcellence(TEE),EHTPs,STPs,AEZ,ExportsfromIndia Schemeandotherlatestammendments.	25

25/07/25

Suggested Readings:

1. Khushpat S, Jain, Apexa Jain, Foreign Trade- Theory, Procedures, Practices & Documentation, Himalaya Publication
2. Bimal Jaiswal, International Business, Himalaya Publishing House
3. Raj Agarwal, India's Foreign Trade, Excel Books
4. PK Rai, Jayant Kumar, Foreign Trade Policy of India, Orange Books Publications

21/02/2025

BUSINESSECONOMICS

Programme:B.Com.(Voc)Foreign Trade	Year:I	Semester:II
Subject:Commerce		
CourseCode:C010205T	CourseTitle:BusinessEconomics	
Courseoutcomes:BusinessEconomicsobjectiveThiscourseismeanttoacquainthestudentswiththeprinciplesofBusinessEconomicsasareapplicablein business.		
Credits:6	CoreCompulsory/Elective:Compulsory	
Max.Marks:25+75	Min.PassingMarks:10+25	
TotalNo.ofLectures:90		

Unit	Topics	No.of Lectures
I	FamousEconomistofIndialike-Kautilya,GopalKrishnaGokhale,D.R. Gadgil,Dr.Ram ManoharLohia,JawaharlalNehruandDr.B.R.Ambedkaretc.Introduction: Nature And Scope Of BusinessEconomics,Meaning,Kinds,Law OfDemand,LawOfMarginal DiminishingUtility,Elasticity OfDemand,ConceptAndMeasurementOfElasticityOfDemandPrice,IncomingCross,Elasticity DeterminantsOfElasticityOfDemandImportanceOfElasticityOf Demand.	22
II	TheoryOfCost:ShortRunAndLongRunCostCurveTraditional And Modern Approaches. ProductionFunction:LawOfVariableProportion;PropertiesRideLine,Optimum FactorCombinationAndExpansionPath;ReturnToScale;Internal AndExternal EconomicsAndDiseconomies.	31
III	A. Perfect Competition: Meaning, Price And OutputDetermination. B. Monopoly: Meaning And Determination Of PriceUnderMonopoly;EquilibriumOfAFirm/Industry. C. MonopolisticCompetition:MeaningAndCharacteristics;PriceAndOutputDeterminationUnderMonopolisticCompetition.	21

27/07/20