

GUJARAT UNIVERSITY

B.B.A. LL.B. FIVE YEARS INTEGRATED PROGRAMME

SYLLABUS

SEMESTER -I

FIRST YEAR	
SEMESTER - I	SEMESTER – II
General English & Communication	English Literature
Principles of Management -I	Principles of Management - II
Financial Accounting	Cost Accounting
Principles of Economics (Micro)	Principles of Economics (Micro)
Law of Contract	Special Contract
Law of Tort including MV Accident and Consumer Protection Laws	Legal History
SECOND YEAR	
SEMESTER - III	SEMESTER - IV
Marketing Management	Human Resource Management
Operational Research and Quantitative Techniques	Research Methodology
Law of Crimes – I (Indian Penal Code Sec. 1-298)	Company Law
Law of Crimes – II (Indian Penal Code Sec. 299 onwards)	Constitutional Law Paper – I
Legal Theory	Constitutional Law Paper – II
Family Law - I	Family Law - II

THIRD YEAR	
SEMESTER - V	SEMESTER - VI
Organizational Behaviour	Business Environment
Administrative Law	Human Rights Law & Practice
Public International Law	Humanitarian Law
Taxation Laws	Property Law
Labour & Industrial Law -I	Labour & Industrial Law -II
Legal Language	Interpretation of Statutes

FOURTH YEAR	
SEMESTER - VII	SEMESTER - VIII
Civil Procedure Code & Limitation Act	Environmental Law
Public Interest Lawyering	Insurance Law
Law of Evidence	Medical Law
Principles of Banking Law & Negotiable Instruments	Land Laws
Criminal Procedure Code	Intellectual Property Rights
Rehabilitation of Criminals and Juveniles in Society and Law	Media & Law

FIFTH YEAR	
SEMESTER - IX	SEMESTER - XI
Drafting Pleading & Conveyancing	Advanced Drafting
Moot Courts & Internship - I	Moot Courts & Internship - II
Forensic Science & Crime Detection Methods	Alternate Dispute Resolutions (ADR)
Cyber Law	Professional Ethics & Professional Accounting System
Seminar & Project Work Paper – I*	Seminar& Project Work Paper – II*

B.B.A LL.B FIVE YEARS INTEGRATED PROGRAMME SYLLABUS**SEMESTER - I**

SEMESTER 1	
IL -101	General English and Communication
IL BBA 102	Principles of Management –I
IL BBA 103	Financial Accounting
IL BBA 104	Principles of Economics (Micro)
IL- 105	Law of Contract
IL – 106	Law of Tort including MV Accident and Consumer Protection Laws

IL -101 General English & Communication:

Unit-I: Comprehension and Composition

- a. Reading Comprehension of General and Legal Texts
- b. Paragraph & Précis Writing
- c. Drafting of Reports
- d. Petition Writing

Unit-II: Language, Communication and Law

- a. Meaning and Communication Approaches
- b. Types, Directions and Challenges
- c. Formal & Informal Communication
- d. Barriers to Communication
- e. Culture and Language Sensitivity
- f. Non-verbal Communication: Importance, Types (Paralanguage, Body Language, Proximity etc.)
- g. Legal Maxims

Unit-III: Legal Communication

- a. Legal Communication
- b. Mooting
- c. Reading and Analysis of Writings by Eminent Jurists (Cases, Petitions and Judgements)

Unit-IV: Literature and Law

Play 'Justice' by John Galsworthy (Justice was a 1910 crime play by the British writer John Galsworthy) and Arms and the Man by George Bernard Shaw

Suggested Reading:

David Gill and Bridget Adams. *ABC of Communication Studies*, published by Nelson Thorns, 1998.

John Snape and Gary Watt *How to Moot: A Student Guide to Mooting*, Oxford, 2013.

Karl Erik Rosengren *Communication: An Introduction*, SAGE Publication.

Mia B. Ingels *Legal English Communication Skills*, ACCO, 2006.

Rupert Haigh *Legal English* Fourth Edition, Routledge, 2015.

William Robert McKay and Helen E. Charlton *Legal English* Pearson/Longman, 2005.

IL BBA 102 PRINCIPLES OF MANAGEMENT – I

UNIT I: Introduction to Management and Planning

Management: Meaning and process of management.

Planning: Meaning, planning process, planning premises, types of plans – based on breadth and use.

UNIT II: Forecasting, Decision making

Forecasting: Meaning, techniques of forecasting– Household analogy method, survey method, business barometers, time series analysis, regression analysis, significance and limitations of forecasting.

Decision making: Meaning, decision making process, techniques of decision making – Decision Tree, PERT and CPM.

UNIT III: Organizing – Part 1

A. Introduction - Meaning of organizing, principles of organizing.

B. Departmentation – Meaning, bases of departmentation – function wise.

C. Delegation – Meaning, elements of delegation, principles of effective delegation.

D. Centralization and decentralization – Meaning, factors affecting degree of centralization and decentralization.

UNIT IV: Organizing – Part 2: Types of organizations

A. Formal organizations: Line, Functional, Line and Staff, Committee (only the meaning, advantages and limitations of all the four forms).

B. Informal organizations: Meaning, benefits, problems.

Suggested Reading:

1. L.M. Prasad, Principles of Management, Sultan Chand and Sons, 6th edition.
2. Karminder Ghuman and K. Aswathapa, Management – Concept, Practice and Cases; Tata McGraw Hill, 1st edition (2010)
3. Gupta Sharma and Bhatia, Principles of Business Management; Kalyani Publications, 1st edition.

IL BBA 103 FINANCIAL ACCOUNTING

UNIT – I

A) FUNDAMENTALS OF ACCOUNTANCY

Meaning, Scope and Utility of Accounts, Methods of keeping Books of Accounts, Difference between Book Keeping and Accountancy, Users of Accounts, Fundamental Accounting Equation, Types of Accounts, Rules of Debit and Credit, Types of Transactions, Types of Assets and Liabilities.

B) CAPITAL, REVENUE, DEFERRED REVENUE, EXPENSES, RESERVES, PROVISIONS AND CONTINGENT LIABILITY.

Meaning and difference between Capital and Revenue incomes and expenses, identification of Capital and Revenue Expenses and incomes, Meaning of Deferred Revenue Expense, Difference between Reserves and Provisions, meaning of Contingent Liability.

C) ACCOUNTING CONCEPTS, CONVENTIONS & PRINCIPLES

Accounting Principles, Policies, Concepts and Conventions, Generally Accepted Accounting Principles, Identification of different Accounting concepts applied in various transactions, its accounting entries and its presentation in Annual Financial Statement.

UNIT-11

ACCOUNTING FOR NON TRADING

Meaning of Non Trading Concern, Annual Financial statements of Non Trading Concerns (NTC), How NTC differs from Trading Concern, Identification of Capital and Revenue items for non trading organizations, Receipts and Payments Account, Income and Expenditure Account, Balance Sheet, Concept of different funds and their accounting treatment.

(Practical Examples of Clubs & Hospitals).

UNIT-III

FINAL ACCOUNTS OF SOLE PROPRIETARY CONCERN.

Preparation of Final account of sole Trading.

UNIT-IV

ACCOUNTING ENTRIES IN TALLY 7.2 USING VOUCHERS.

Relevant vouchers in printed / physical form to be provided to students as a documentary evidence and accounting entries in Tally 7.2 (accounts only) to be passed and it will be evaluated on the basis of Day Book, Trial Balance, Profit and Loss Account and Balance Sheet, Opening balances of certain Ledger Accounts may also be given a case of counting firm (no theory and no transaction form question from this unit).

Suggested Reading :

1. Accounting for Managers – J. Made Gowda – Himalaya Publishing House.
2. Introduction to Accountancy – T.S. Grewal & S.C. Gupta – S. Chand- 8th Edition.
3. Modern Accountancy – Hanif Mukerji – TMH
4. Financial Accounting by Dr. Kaustubh Sontake - 1st Edition – Himalaya Publishing House.

IL BBA 104 PRINCIPLES OF ECONOMICS (MICRO)

UNIT 1

Introduction

- a. Definitions Of Economics: Scarcity and Growth definitions
- b. Introduction to Micro Economics
Definition, Scope, Importance and Limitations of Micro Economics.
- c. Important Concepts
Economic goods and Free Goods, Price and Value, Want and Demand, Production Possibility Curve.
- d. Economic Systems
Planned Economy, Free Market Economy and Mixed Economy.

UNIT 2

Theory of Demand

- a. Meaning of Demand and Determinants of Demand – Demand Function
- b. Law of Demand, Expansion of Contraction of Demand, Increase and Decrease in Demand, Usefulness of Law of Demand, Exceptions to the Law of Demand
- c. Utility Analysis: Concept of Utility, Law of Diminishing Marginal Utility, Derivation of Demand Curve on the basis of the Utility analysis, Consumer's Surplus

UNIT 3

Theory of Supply

- a. Meaning of Supply, Determinants of Supply, Expansion and Contraction of Supply, Increase and Decrease in Supply
- b. Demand and Supply as determinants of Price
- c. Meaning of Market, Types of Market and their important features: Perfect Competition, Monopoly, Monopolistic Competition and oligopoly

UNIT 4

Theory of Distribution

- a. Marginal productivity Theory of Distribution
- b. Rent: Concepts of Differential Rent and Scarcity Rent, Economic and Contract Rent, Quasi Rent, Pure Rent and Quasi Rent
- c. Wages: Concepts of Time Wages, Piece Wages, Money wages, real Wages, factors determining real Wages
- d. Interest: Gross and Net Interest, Components of Gross Interest
- e. Profit: Theories of profit–risk, uncertainty, innovation

Suggested Reading :

- (1) Micro Economic Theory by R. Cauvery (S. Chand Publication.)
- (2) Micro Economics by M. John Kennedy (Himalaya Publication)
- (3) Modern Micro Economics by H.L. Ahuja (S. Chand Publication)
- (4) Modern Economic Theory by K.K. Dewett (S. Chand Publication)
- (5) Elementary Theory by K.K. Dewett & J.D. Verma (S. Chand Publication)
- (6) Principles of Economics by D.M. Mithani (Himalaya Publication)

IL –105 Law of Contract

Unit – I General Features and Nature of Contractual Obligations:

Freedom of Contract. Standard and printed forms of contract-their nature and unilateral character Essential elements of valid contract; Proposal, Acceptance, Communication and Revocation thereof **Means of Communication:** Postal, Telephonic and Telex, E-mail Communication Section (2); Offer and invitation to offer, Kinds of offer; General, Specific, Cross, Standing offer, capacity to contract.

Unit – II

Consent, Free consent, elements vitiating free consent, (section 15–18);

Nature of contract when consent is not free (section 19)

Unit – III

Consideration (Section 2(d), 23, 24, 25);

Void Agreements- Agreement in restraint of marriage (Section 26), Agreement in restraint of trade with exceptions (Section 27), Agreement in restraint of legal Proceedings with exceptions (Section 28),

Uncertain Agreements (Section 29), Wagering Agreements – Definition and essentials – Exceptions (Section 30),

Contingent Contracts (Section 31-36)

Performance of Contract (Sections 37-61)

Unit – IV

When time is essence of contract; Contracts which need not be performed – notation, rescission and alteration of contract, remission of performance (Sections 62 – 67)

Quasi Contracts: Of certain relations resembling those created by Contract (Section 68-72) Breach of Contract and Remedies for Breach of Contract;

Anticipatory Breach and Consequences of Breach (Sections 73-75)

Suggested Readings:

1. Mulla D: Indian Contract Act.
2. AvtarSingh : Law of Contract
3. Pollock &Mulla : Indian contract and Specific Relief Act
4. Anson A.g. : Law of Contract
5. Avtar Singh: Mercantile Law.
6. R.K. Bangia : Contract – I
7. N.D. Kapoor, Law of Contract

IL -106 Law of Tort including MV Accident and Consumer Protection Laws

Unit – I:

Nature and Definition of Torts,

General Defences, Volention fit Injuria, Inevitable Accident, Act of God, Statutory Authority, Defence of Necessity,

Vicarious Liability including Liability of the State,

Defamation.

Unit – II:

Trespass to person and property,

Liability for Mis-statements,

Nuisance,

Negligence including contributory & Composite Negligence,

Strict Liability including Absolute Liability.

Unit – III: The Consumer Protection Act, 1986

Chapter –I: (Section -2)

Chapter-II: Consumer Protection Councils

Chapter-III: Consumer Disputer Redressal Agencies.

Unit-IV: The Motor Vehicles Act, 1988

Chapter –I: section-2

Chapter-XI: Insurance of Motor Vehicles against Third Party Risks

Chapter-XII: Claims Tribunals

Chapter-XIII: Offences, Penalties & Procedure

Suggested Readings:

1. R.K Bangia; Law of Torts
2. RatanLal; Law of Torts
3. Winfield ; Law of Torts 4. B.K. Aggarwal; Consumer Protection Act, 1986
5. Salmond and Henston; Law of Torts
6. Ratan Lal and DhirajLal ; Law of Torts
7. Avtar Singh; Law of Torts
8. UpendraBaxi and Thomas Paul (ed). ; Mass Disaster and Multi- national Liability.
9. Consumer Protection Act, 1986: Bare Act.
10. Motor Vehicles Act, 1988: Bare Act.

B.B.A, LL.B FIVE YEARS INTEGRATED PROGRAMME**SEMESTER II**

SEMESTER II	
IL - 107	English Literature
IL BBA 108	Principles of Management – II
IL BBA 109	Cost Accounting
IL BBA 110	Principles of Economics (Macro)
IL – 111	Special Contract
IL - 112	Legal History

IL – 107: English Paper II

Unit-I

The students will be required to write:

- a) Case comment
- b) Article/Editing of Law Journals

Unit-II

1. Active and Passive voice
2. Idioms and Phrases.
3. Prefixes and suffixes.
4. Translation from Gujarati to English.
5. Formation of words.

Unit-III Essay writing on topics of contemporary legal relevance like

1. Environmental Law.
2. Cyber crime/ Law
3. Right to Information.
4. Indian Judiciary
5. Women Empowerment.
6. Consumer Protection
7. Panchayti Raj.
8. The changing Scenario of India Bureaucracy.
9. Democracy.
10. Socialism and secularism.

Unit-IV

Legal Terms-Meaning and Usage Plaintiff, Defense, Petition, Appeal, Magistrate, Judge Court, Tribunal, Divorce, Judicial Separation, Litigation, Public, Private, Legal, Illegal, Monogamy, Bigamy, Polygamy, Will Deed, Agency, Agreement, Bail, Bailable, Non Bailable, Bailment, Minor, Misstatement, Pledge.

Suggested Reading:

1. FitiKides, T,J.: Common Mistakes in English
2. John B.Saunders: Words and Phrases Legally Defined, Vols. I to V.
3. Martin Hewing: Advanced English Grammar, Cambridge University Press
4. Grammar builder- A.Amin, R. Eravelly, F.J. Ibrahim(in IV Vol,) Cambridge University Press
5. English Idioms-Jennifer Seidl, W. McMordie, Oxford University Press
6. English Vocabulary in Use- Michael McCarthy, Felicity O'Dell, Cambridge University Press

IL BBA 108 PRINCIPLES OF MANAGEMENT-II

UNIT 1 Staffing

Meaning,

- A. Human Resource Planning – Meaning, importance.
- B. Job Analysis – Meaning, importance.
- C. Recruitment – Meaning, only sources of recruitment.
- D. Selection – Meaning, only the selection process.
- E. Training – Meaning, methods of training – job rotation, lectures / conferences, vestibule (a short note on these).

UNIT II, Directing

Meaning, Principles of directing

- A. Motivation – Meaning, Theories of motivation – Herzberg's Two Factor theory, McGregor's Theory X and Y, Theory Z.
- B. Leadership – Meaning, Theories of leadership – Blake and Mouton's Managerial grid, Leadership Continuum.
- C. Communication – Meaning, importance.

UNIT III : Control

Meaning: nature of control; importance of control, the control process, essentials / principles of effective control system, techniques of control – Break – Even Analysis.

UNIT IV: Emerging issues in Management

4. Knowledge Management – Meaning, objectives.
5. Technology Management – Meaning, functions, limitations.
6. Corporate Social Responsibility – Meaning, arguments for and against CSR.

Suggested Readings :

1. L.M. Prasad; Principles of Management; Sultan Chand and Sons, 6th edition.
2. Karminder Chuman and K. Aswathapa, Management – Concept, Practice and Cases; Tata McGraw Hill; 1st edition (2010).
3. Gupta, Sharma and Bhatia, Principles of Business Management, Kalyani Publications, 1st edition.

SEMESTER – II

IL BBA 109 COST ACCOUNTING

UNIT-1

BASIC CONCEPTS OF COSTING.

Meaning of Costing, Objectives of Cost Accounting, Functions of Cost Accountant, Advantages of Cost Accounting, Objections to Cost Accounting, Elements of Cost, Types of Costing, Cost Classification, Methods of Costing, terms used in Costing (cost concepts for decision making)

UNIT-II

UNIT COSTING.

Preparation of Simple cost Sheet (Only single product costing), Tender Cost Sheet (Estimated Cost Sheet)

UNIT-III

RECONCILIATION OF COST AND FINANCIAL ACCOUNTING

Preparation of Reconciliation Statement based on Cost Sheet and Profit & Loss Account. (Preparation of Cost Sheet and / or Profit & Loss Account and preparation of Reconciliation Statement)

UNIT-IV

NON-INTEGRAL ACCOUNTING (COST CONTROL ACCOUNTS)

Cost ledger Control Accounts, Journal entries and preparation of Cost control Accounts.

Suggested Readings :

1. Cost Accounting, Text and problems by M.C. Shukla, T.S. Grewal and M.P. Gupta – S. Chand - 10th Edition.
2. Management Accounting by Paresh Shah – Oxford University Press
Cost Accounting by J. Made Goda – Himalaya Publishing House - 1st Edition.
3. Cost Accounting by Jawahar Lal & Seema Srivastava 0 Tata McGraw Hill Publication – 2008 Edition

SEMESTER – II

IL BBA 110 PRINCIPLES OF ECONOMICS (MACRO)

UNIT – I

- a. Introduction to Macro Economics
Definition, Scope, Importance and Limitations of Macro Economics
- b. National Income (NI) Accounting:
Meaning of NI and Circular Flow of NI (in Four sector economy) Stock and flow concept, NI at Current Price and NI at Constant Price
Various concepts of NI (GNP, GDP, NNP, NDP), Personal Income, Disposable Income
Methods for measurement of NI
Difficulties in measurement of NI

UNIT – II

- c. Theory of Income and Employment
Keynes' consumption function
Investment function
Keynesian theory of income and employment ,
Investment multiplier
- d. Interest rate theory – Liquidity Preference Theory

UNIT – III

- a. Money
Definition and Functions

Stocks of Money (M1, M2, M3 and M4),
Credit creation by Commercial Banks
- b. Inflation
Meaning of inflation, Deflation, Stagflation and Causes of inflation,
Measures to Control inflation.
- c. Business cycle
Meaning, characteristics and phases

UNIT – IV

- a. Monetary policy
Meaning, Objectives and Tools

- b. Fiscal policy
Meaning, Objectives and Tools

- c. Balance of Payments
Meaning, Structure, Causes of Disequilibrium and Methods of Correcting
Disequilibrium

Suggested Readings :

- D. Macro Economics by D.M. Mithani (Himalaya Publication)
- E. Macro Economics by R. Cauvery (S. Chand Publication)

IL – 111: Special Contract

Unit-I: Indemnity, Guarantee and Agency

- a. Distinction between Indemnity and Guarantee
- b. Right and Duties of Indemnifier and Discharge
- c. Rights and Duties of Bailor/Bailee, Lien, etc
- d. Definitions of Agent and Principal, Creation of Agency and its Termination

Unit-II: The Partnership Act, 1932

- a. Nature of Partnership Firm
- b. Rights /Duties of Partners inter se
- c. Incoming and Outgoing Partners, Position of Minor
- d. Dissolution and Consequences

Unit-III: The Sale of Goods Act, 1940

- a. Definitions, Distinction between Sale and Agreement to Sale
- b. Conditions and Warranties
- c. Passing of Property
- d. Rights of Unpaid Seller an

Unit – IV Specific Relief –

Meaning and General Principles; Recovery of Possession of Immovable Property (Ss. 5 and 6), Recovery of Possession of Movable Property (Ss. 7 and 8),

Contracts which can be specifically enforced (Ss. 10 to 13), Contracts which cannot be specifically enforced (Sec. 14),

Discretion of the Court (Sec. 20), Rectification of Instruments (Sec. 26), Rescission of Contracts (Ss. 27 to 30), Cancellation of Instruments (Ss. 31 to 33),

Declaratory Decrees (Ss. 34 and 35), Preventive Relief /Injunctions (Ss. 36 to 42)

Suggested Readings:

1. Mulla, D.F : Indian Contract Act.
2. Bangia, R.K. : Indian contract Act-II.
3. AvtarSingh : Law of Contract
4. Pollock and Mulla : Indian contract and Specific Relief Act
5. Anson : Law of Contract
6. R.K. Bangia : The Specific Relief Act ,R.M.M. Dias: Jurisprudence d Remedies for Breach of Contract

IL – 112: Legal History

Unit I: Early Developments (1600- 1836)

- a. Charters of the East India Company: 1600, 1661, 1726 and 1753
- b. Settlements: Surat, Madras, Bombay and Calcutta
- c. Courts: Mayor's Court of 1726 and Supreme Court of 1774
- d. Statutes: Regulating Act, 1773; Pitts India Act, 1784; The Act of Settlement 1781
- e. Conflict: Raja Nanad Kumar, Kamaluddin, Patna Case, and Cossijurah
- f. Warren Hastings: Judicial Plans of 1772, 1774 and 1780
- g. Lord Cornwallis: Judicial Plans of 1787, 1790 and 1793
- h. Lord William Bentinck (With special focus on Appraisal of Criminal law)

Unit II: Evolution of Law and Legal Institutions

- a. Development of Personal Laws
- b. Development of Law in Presidency Towns
- c. Development of Civil law in Mufassil: Special Emphasis on Justice, Equity and Good Conscience
- d. Codification of Laws: Charter of 1833, The First Law Commission, the Charter of 1853, The Second Law Commission
- e. Establishment of High Courts, 1861
- f. Privy Council and Federal Court: Appeals and working of Privy Council, Appraisal of Privy Council, Features of Federal Court
- g. Evaluation: Special Reference to Racial Discrimination, Merit and Demerits

Unit III: Legal Profession and Education

- a. Early Developments through Major's Court, Supreme Court, Company's Adalat, High Court, Legal Practitioners Act of 1879, The Chamber and Indian Bar Committee of 1951
- b. The Advocates Act of 1961: Provisions and Disciplinary powers
- c. Law Reporting: Theory of Precedents, Features of Law reporting from 1773 to 1950
- d. Legal Education: History and Basic Aims of Legal Education

Unit IV: Constitutional History

- a. The Indian Councils Act, 1861
- b. The Indian Councils Act, 1892
- c. The Indian Councils Act, 1909
- d. The Government of India Act 1919
- e. The Government of India Act, 1935

Suggested Reading :

D.D. Basu: Introduction to the Constitution of India

G.N. Singh: Landmark in Indian Constitutional & National Development

V.D. Kulshreshtha's Landmarks in Indian Legal & Constitutional History, Eastern Book Co.

J.N. Pandey: Constitutional Law of India

Keith: Constitutional History in India

M.P. Jain: Indian Constitutional Law

M.V. Pylee: Constitutional History of India

Shiva Rao: Framing of the Constitution of India (Vols. 1-4)

V.N. Shukla: Constitution of India Eastern Book