

1. Finance function –Broad areas under finance- Scope and Significance - Role of a finance executive –Implications of Various Forms of Business Organizations.
2. Financial system – Meaning and significance, Players in the financial system and their role.
3. Financial Statements of corporate organizations – Introduction to Schedule VI provisions of Companies Act, 1956.
4. Analysis and interpretation of Financial Statements using the techniques of Ratio Analysis and Funds Flow Analysis and Cash flow Analysis.
5. Working Capital Management - Nature of working capital - Need for working capital – Operating cycle, Estimation of working capital requirement - Financing working capital requirement - Commercial Papers - Management of Cash and Receivables - Factoring
6. Capitalization - Under Capitalization and Over Capitalization - Raising the Long Term and Medium Term funds - Own Vs. Borrowed Funds - Public Deposits - Leasing and Hire Purchase, Venture capital - Computation of Cost of Capital - Trading on Equity - Leverages – type & significance.
7. Capital Budgeting - Nature and Significance - Time Value of Money - Discounting and Compounding - Methods for evaluating capital expenditure proposals (all important methods including IRR)
8.
 - A) Management of Profits - Dividend Policy - Procedural and Legal formalities involved in the payment of dividend - Bonus Shares
 - B) Dividend Distribution Theories: -
 - C) Theories of dividend
 - i. Gordon growth model
 - ii. Walters valuation model
 - iii. MM – Irrelevancy theory

Books Recommended

1. Financial Management - I.M.Pandey, Vikas Publishing
2. Financial Management - Khan & Jain, Tata Mc Graw Hill
3. Financial Management - S.M.Inamdar
4. Financial Management - N.M.Vechlekar
5. Financial Management - S.C.Kuchal
6. Financial Management – S. Bhat, Excel Books
7. Financial Management & Policy - R.M.Shrivastava, Taxman Publishers
8. Financial Management - Prasanna Chandra
9. Accounting and Analysis The Indian Experience 2007 - Published by global Data Services of India Ltd.
10. Financial Management and Policy – R. M. Shrivastava
11. Financial Analysis of Indian Companies – GDSIL
12. Managerial Finance – Lawrence J. Gitman
13. Financial management – Rustagi
14. Essentials of Financial Management – I M Pandey
15. Financial Management – Subhindra bhat
16. Fundamentals of Financial Management – Brigham