



# Shri G.P.M. Degree College

Degree College : Affiliated to University of Mumbai.

Junior College : Recognized by Maharashtra State Board of Secondary & Higher Secondary Education Pune.

(Committed to Excellence in Education)

Course : BBI

BOOKLIST : 2025-26

## Semester : I

Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	Principles and Practices of Banking and Insurance	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Business Environment Text and Cases by M.B. Shukla, Taxman Publications, New Delhi</li> <li>2. Business Environment: Text and Cases by Francis Cherunilam, Himalaya Publication House, Mumbai</li> </ol>
2	Fundamental Accounting - I	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Financial Accounting for Undergraduates (Volume I) by R.S. N Pillai, Bagavathi Published by S. Chand Publishing Strategic Management, Kapoor, Veekkas, Taxmann</li> <li>2. Fundamentals of Accounting for CA Foundation by D.G. Sharma, Seema Sharma Published by Taxmann Publications Pvt. Ltd.</li> </ol>
3	Mutual Fund	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Indian Mutual Funds Handbook: A Guide for Industry Professionals and Intelligent Investors" by Sundar Sankaran - Published by Vision Books</li> <li>2. Mutual Funds: A Comprehensive Guide for Investors" by Aashish P. Somaiyaa and Vivek K. Sharma - Published by Penguin Random House India</li> </ol>
4	Application of MS Excel in Business	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. "Business Application of IT: For Business Administration, Finance, and Commerce" by Ramesh Bangia (Publisher: Taxmann Publications Pvt. Ltd.)</li> <li>2. "Excel for Business Professionals" by Gini Courter and Annette Marquis (Publisher: Wiley India Pvt. Ltd.)</li> <li>3. "Business Applications of Excel" by Subhas Chandra Misra (Publisher: McGraw Hill Education India Pvt. Ltd.)</li> </ol>
5	Financial Mathematics-I	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. A First Course in Statistics, 12th Edition, James McClave and Terry Sincich, Pearson Education Limited, 2018.</li> <li>2. Introductory Statistics, Barbara Illowsky, Susan Dean and Laurel Chiappetta, OpenStax, 2013.</li> </ol>

6	Business Communication Skills-I	College Notes	1 Notebook, A4 size, 196 pages	<b>1.</b> Aswalthapa. K ( [991) Organisational Behaviour. Himalay an Publication. Mumbai. <b>2.</b> Atreya N and Guha (1994) Effective Credit Management. MMC School of Management. Mumbai.
7	Environmental Management and Sustainable Development-I	College Notes	1 Notebook, A4 size, 196 pages	<b>1.</b> Carson, R. 2002. Silent Spring. Houghton Mifflin Harcourt. <b>2.</b> Gadgil, M., & Guha, R. 1993. This Fissured Land: An Ecological History of India. Univ. of California Press.
8	Law related to Intellectual Property Right	College Notes	1 Notebook, A4 size, 196 pages	<b>1.</b> W.R.Cornish and D. Llewelyn, Intellectual Property: Patents, Copyrights, Trademarks and Allied Rights, Sweet& Maxwell. <b>2.</b> P. Narayanan, Intellectual Property Law, Eastern Law House
9	Indian Knowledge System	College Notes	1 Notebook, A4 size, 196 pages	<b>1.</b> Positive sciences of the Ancient Hindus- Brajendranatha seal, Motilal Banrasidas, Delhi 1958. <b>2.</b> History of Chemistry in Ancient India & Medieval India, P.Ray- Indian Chemicals Society, Calcutta 1956
10	Introduction to Cultural Activities	Manan Prakashan	-	<b>1.</b> Pingle Bhavanrav A., History of Indian Music: with particular reference to theory and practice, Dev Publishers and Distributors, India, 2021. <b>2.</b> Popley Herbert A., The Music of India. Central Archaeological Library, New Delhi, 1921.

#### Kindly Note -

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Semester : II				
Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	Principles and Practices of Banking & Insurance	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. V.S.Gopal &amp; Sumathi Gopal, Principles and Practices of Banking and Insurance, Himalaya Publishing House.</li> <li>2. Dr. Seethalekshmy &amp; Jitendra Aherkar, Principles and Practices of Banking and Insurance. Sheth Publishing House</li> </ol>
2	Business Law	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. The Constitution of India</li> <li>2. Respective Acts</li> <li>3. Indian Contract Act, Sale of Goods Act, Partnership Act.</li> <li>4. Business Law - Kucchat M. C.</li> </ol>
3	Financial Accounting - II	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi</li> <li>2. Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi</li> </ol>
4	Business Communication - II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Agarwal, Anju D(1989) A Practical Handbook for Consumers, IBH.</li> <li>2. Alien, R. K.( 1970) Organisational Management through Communication.</li> <li>3. Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press</li> </ol>
5	Foundation Course - II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. A decade of economic reforms in India (The past, the present, the future)-Edited by Raj Kapila and Uma Kapila, Academic Foundation (2002)</li> <li>2. Impact of the policies of WTO on Indian agriculture - S. Nehru, Serial Pub. (2012)</li> </ol>
6	Organizational Behavior	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Stephen P. Robbins "Organizational Behavior "Prentice Hall of India Private Ltd.</li> <li>2. Mirza S. Saiyadain"Organizational Behaviour" Tata Mc. Graw Hill.</li> </ol>
7	Quantitative Methods - II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Mathematics for Economics &amp; Finance by Martin Anthony &amp; Norman Biggs.</li> <li>2. Fundamentals of Statistics - D. N. Elhance,</li> <li>3. Statistical Methods - S.G. Gupta (S. Chand &amp; Co..</li> </ol>

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Semester : III				
Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	Financial Decision Making	College Notes	1 Notebook, A4 size, 196 pages	1. Management Accounting – M.Y. Khan & P.K. Jain 2. Management Accounting: Principles & Practice" – R.K. Sharma & Shashi K. Gupta
2	Direct Taxation: Compliance And Implications	Manan Prakashan	1 Notebook, A4 size, 196 pages	1. Direct Taxes Law & Practice by V.K. Singhania - Taxman 2. Systematic Approach to Direct Tax by Ahuja & Gupta - Bharat Law House
3.	Investment Banking I: Introduction to Financial Markets	Vipul Prakashan	1 Notebook, A4 size, 196 pages	1. Financial Institutions and Markets: Structure, Growth & Innovation – Bhole, McGraw Hill 2. Indian Financial System – M.Y.Khan, McGraw Hill
4	Income Tax (ITR) Filing	Manan Prakashan	1 Notebook, A4 size, 196 pages	1. Income Tax Manual by V.S. Datey 2. Income Tax Law & Practice by Dr. Vinod K. Singhania and Dr. Kapil Singhania
5	Psychology of Motivation & Leadership	Vipul Prakashan	1 Notebook, A4 size, 196 pages	1. Robbins, SP, & Judge, TA (2023). Organizational Behavior. 19th edition. Pearson. 2. Mine, JB. (2005). Organizational Behavior: Essential Theories of Motivation and Leadership. Routledge.
6	Hindi Bhasha	Vipul Prakashan	1 Notebook, A4 size, 196 pages	1. बाबूराम सक्सेना- सामान्य भाषा विज्ञान, हिंदी साहित्य सम्मेलन, प्रयाग 2. कामताप्रसाद गुरु- हिंदी व्याकरण, लोकभारती प्रकाशन, इलाहाबाद
7	Field Project	–	–	–
8	Indian Theatre: Classical Roots and Contemporary Expressions	Vipul Prakashan	1 Notebook, A4 size, 196 pages	1. Ankur, D. R. (2021). Doosare Natyashastra ki Khoj (in Hindi). Vani Prakashan. ISBN: 978- 9350004302. 2. Bhatia, N. (Ed.). (2009). Modern Indian theatre: A reader. Oxford University Press.

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Semester : IV				
Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	Financial Management - II	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P)Ltd., New Delhi</li> <li>2. Accountancy and financial management by chaudhari chopade and Seth publisher</li> </ol>
2	Cost Accounting	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi</li> <li>2. Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai</li> <li>3. Cost Accounting by Jawahar Lal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai</li> </ol>
3	Wealth Management	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Wealth Management- Dun &amp; Brastreet, Tata McGrawHill</li> <li>2. Wealth Management- S.K. Bagachi, Jaico publishing house</li> </ol>
4	Information Technology in Banking & Insurance - II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Sanjay Soni and Vinayak Aggarwal, Computers and Banking, M/s Sultan Chand &amp; Sons, New Delhi, 1993.</li> <li>2. Uppal, R.K. "E-Banking in India (Challenges &amp; Opportunities)", New Century</li> <li>3. Publications, New Delhi, 2007.</li> </ol>
5	Foundation Course - IV (An Overview of Insurance Sector)	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Insurance Principles and Practice - MN Mishra &amp; SB Mishra - S. Chand 22nd Edition</li> <li>2. Insurance Claims Solutions - DR L.P Gupta Revised Edition</li> </ol>
6	Corporate and Securities Law	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Mamta Bhargava - Compliances and Procedures under SEBI Law</li> <li>2. V.L Iyer - SEBI Practice Manual - Taxmann</li> <li>3. D.K Jain - Company Law Ready Reckoner</li> </ol>
7	Business Economics II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Ackley.G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co. New York</li> <li>2. Ahuja. H.L., Modern Economics - S. Chand Company Ltd. New Delhi.</li> </ol>

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Semester : V				
Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	International Banking and Finance	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Apte P.G. International Finance – A Business Perspective, New Delhi, TATA McGraw Hill , McGraw Hill Education; 2 edition, July 2017.</li> <li>2. Bhalla .V.K. international Financial Management- S.Chand Publishing</li> </ol>
2	Research Methodology	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Exploratory and Confirmatory Factor Analysis- Understanding Concepts and Applications(2004) – Bruce Thompson First Edition</li> <li>2. Interpreting Economic and Social Data – A Foundation of Descriptive Statistics (2009) - Othmar W. Winkler - Springer</li> </ol>
3	Financial Reporting & Analysis (Corporate Banking & Insurance)	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Ashish K. Bhattacharyya – “Financial Accounting for Business Managers”, Prentice Hall of India Pvt. Ltd.</li> <li>2. Shashi K. Gupta – “Contemporary Issues in Accounting”, Kalyani Publishers.</li> </ol>
4	Auditing - I	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. CA SurbhiBansal – Audit and Assurance</li> <li>2. Taxmann – Auditing</li> </ol>
5	Strategic Management	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Strategic Management, 12th Ed. Concepts and Cases, Arthur A. Jr. and A. .J. Strickland</li> <li>2. Management Policy and Strategic Management (Concepts, Skills and Practices) , R.M.Shrivastava</li> </ol>
6	Financial Service Management	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Financial Services, Dr.S Gurusamy, The MgrawHill companies, 2 edition (26 June 2009).</li> <li>2. Financial Markets and Financial services, Vasant Desai, Himalaya Publishing House, First Edition edition (2010).</li> </ol>

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Semester: VI				
Sr. No.	Subject Name/Title of the Book	Publication	Notebook	Reference Book
1	Central Banking	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Central Banking- IIBF- MacMillan Publishers, 2011</li> <li>2. Central Banking – ICFAI Press, 2008</li> <li>3. Theory and Practice of Central Banking in India- V.A.Avdhani, Second Edition, Published by Somaiya Publications Pvt. Ltd.</li> </ol>
2	Security Analysis and Portfolio Management	College Notes	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Blake, David 1992, Financial Market Analysis, McGraw Hill London</li> <li>2. Francis J.C Investments, Analysis and Management McGraw Hill New York.</li> </ol>
3	Auditing - II	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Auditing Principles &amp; Practices – SK Basu</li> <li>2. Sharma, T.R., Auditing Principles &amp; Problems, SahityaBhavan, Agra</li> <li>3. Spicer &amp; Pegler, Practical Auditing</li> </ol>
4	Human Resource Management	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Human Resources Management, Gary Dessler</li> <li>2. Personnel Management – C.B Mamoria</li> <li>3. Managing Human Resources, R.S. Dwiwedi</li> <li>4. Human Resources Management, V.P. Michael</li> </ol>
5	Turnaround Management	Vipul Prakashan	1 Notebook, A4 size, 196 pages	<ol style="list-style-type: none"> <li>1. Practical Shutdown &amp; Turnaround Management for k, Engineers &amp; Managers (English, Paperback, IDC Technologies Pvt Ltd.)</li> <li>2. Managing Corporate Turnaround Text &amp; cases Ram AvtarYadav , Concept Publishing Co.</li> </ol>
6	Project work in Banking and Insurance	-	-	-

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