LUMDING COLLEGE,
LUMDING, HOJAI, ASSAM
(Affiliated to Gauhati University)

Common Rules and Regulations

Policy Guidelines/Parameters for conducting Certificate Course

The College offers Add-On/Certificate Courses for students, who are pursuing that full time Bachelor's Course in the campus, although it is not mandatory

List of Certificate Courses

1. Certificate course in Fundamentals of Stock Markets, Department of Commerce, (Only for TDC 1st Semester students).
2. Certificate course in Fundamentals of Insurance & Risk Management, Department of Management, (Only for TDC 2nd Semester students).
3. Certificate course in Information Technology in Business, Department of Computer Science, (Only for TDC 3rd Semester students).
4. Certificate course in Fundamentals of E-Filing of Returns, Department of Accountancy, (Only for TDC 4th Semester students).
5. Certificate course in Investment Management, Department of Commerce, (Only for TDC 6th Semester students).
6. Certificate course in Mushroom Culture Technology, Department of Botany, (Only for TDC students).
7. Certificate course in Tourism and Cultural Heritage Study, Department of History, (Only for TDC students).
8. Certificate course in Household Wiring, Department of Physics, (Only for TDC students).

(a) Any academic department/ Cell of the College can conduct the certificate course with due approval from the Governing Body of the college.

(b) Announcement of the course should be made at least one month prior to the beginning of the course and most preferably before commencement of new academic session.

(c) Students can opt for any one Certificate course which is designed by the department at a time. No one is eligible to enroll in more than one Certificate course in one particular semester.

(d) There should be only one Coordinator of each course from the concerned department/Faculty who introduced the certificate course. To facilitate the accountability and effectiveness, faculties of the department must be entrusted with this job.

(e) Each course should be held at least once in a year and must be specific for whom the course is designed.

(f) The maximum number of enrollment in each course is limited upto 50.

(g) The courses and examination should be held on the weekends (Sunday or holidays). Under no circumstance regular classes should not be hampered.

LUMDING COLLEGE,
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LUMDING COLLEGE Estd.-1959 LUMDING

BOARD OF STUDIES MEETING Dated: 13-06-2022
Academic Session: 2022-23

Agenda:

1. To prepare and accept the syllabus for certificate course designed by various departments which are likely to be introduced during the academic session 2022-23.
2. To prepare and accept the Regulation for certificate course designed by various departments which are likely to be introduced during the academic session 2022-23.
3. Misc.

Resolution:

1. Prepare and accepted the syllabus and model question paper for certificate course of the undernoted departments for implementation for that Academic year 2022-23 onwards.
2. Prepare and accepted the Common rules and regulation for certificate course introduced by different departments for implementation for that Academic year 2022-23 onwards.

List of Certificate Courses

1. Department of Commerce, Certificate course in Fundamentals of Stock Markets (Only for TDC 1st Semester students).
2. Department of Management, Certificate course in Fundamentals of Insurance & Risk Management (Only for TDC 2nd Semester students).
3. Department of Computer science, Certificate course in Information Technology in Business (Only for TDC 3rd Semester students).
4. Department of Accountancy, Certificate course in Fundamentals of E-Filing of Returns (Only for TDC 4th Semester students).
5. Department of Commerce, Certificate course in Investment Management (Only for TDC 6th Semester students).
6. Department of Botany, Certificate course in Mushroom Culture Technology (Only for TDC students).
7. Department of History, Certificate course in Tourism and Cultural Heritage Study (Only for TDC students).
8. Department of Physics, Certificate course in Household Wiring (Only for TDC students).

Signature of the Members of BOS, Add-On/ Certificate course, Lumding College

8. Dr. Sanjay Kanti Das
9. Bhusan Ch. Das
10. Pradip Majumder
11. Pannu Chowdhury

2. Dr. Manash Mazumdar
3. Palash Upadhyay
4. Biman Acharjee
5. Bablu Basumatary
6. N S S Chowdhury

LUMDING COLLEGE
Estd.-1959
LUMDING

(h) The duration of the course shall not be less than 45 days (30 hours with 6 credit points). 70 percent of the time should be devoted in class room teaching and 30 percent on hands on training or in case/self- study.

(i) The enrollment fee would help to meet the cost of the faculty, background materials and also to ensure that the members who are enthusiastic towards the course would only attend the course. The course fee is subject to a maximum of Rupees Three hundred only. One third of the fee what so ever collected needs to be transferred to college fund and rest amount may use for running the course. The college will supply blank answer scripts only for written examination of the certificate course.

(j) The minimum attendance for the course should be 75%.

(k) Every department who is organizing the certificate course shall evaluate the participants through the examination process to be conducted by the respective departments.

(l) Certificate of participation must be issued to the successful candidate by the departments in the standardized format.

(m) For evaluation of participant's performance both theory and practical marks will be considered and it will be expressed on percentage and later converted into 10 point CGPA. (for example, 55 percentage is equal to 5.8 CGPA, 70 percentage is equal to 7.4 CGPA).

Formulated by the BOS

Signature of the Members of BOS, Add-On/ Certificate course, Lumding College

1. Dr. Sanjay Kanti Das
2. Dr. Manash Mazumdar
3. Parash Upadhyay
4. Biman Acharjee
5. Bablu Basumatary
6. VSS Chowdhury
7. Shaleh Akram
8. Bhushan Ch. Das
9. Anadip Majumder.
10. Pamma Chetry

LUMDING COLLEGE,
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DEPARTMENT OF COMMERCE

CERTIFICATE COURSE IN

Fundamentals of Stock Markets

(Only for TDC 1st Semester students)

Marks: 100 (70 for Theoretical and 30 for Practical) Credit: 6 Lectures: 45

Objective: *The objective of this certificate course is to provide basic skills to operate in stock markets and the ways of investing in it. It will enable the student to take up investment in stock markets independently.*

Syllabus for Certificate Course

Unit I: Investing Fundamentals **10 Lectures**
Investment avenues - Equity shares, IPO/FPO, Bonds, Indian Securities Market: the market participants, trading of securities, security market indices. Sources of financial information; Stock exchanges in India; Brief knowledge on BSE, NSE, MCX, Trading procedure in stock market

Unit II: Stock Analysis and Valuation **15 Lectures**
Online trading stock. Understanding stock quotations, types and placing of order. Fundamental and Technical analysis of shares.

Unit III: Investing in Mutual Funds **10 Lectures**
Background of Mutual Funds: Needs and advantages of investing in Mutual Funds. Net Asset Value. Types of Mutual Funds. Factors affecting choice of mutual funds.

Unit IV: Understanding Derivatives **10 Lectures**
Futures, Options, trading in futures and options. Understanding stock market quotes on futures and options. Working of Put and Call options. Brief knowledge on Commodity market and derivatives.

Unit 5:
Project/ Practical

Suggested Readings:

1. Gitman and Joehnk, Fundamentals of Investing, Pearson.
2. Madura, Jeff, Personal Finance, Pearson.
3. Chandra, Prasanna, Investment Analysis and Portfolio Management, Tata McGraw Hill.
4. Damodaran, Aswath, Investment Valuation Tool and Techniques for Determining.

DEPARTMENT OF COMMERCE

CERTIFICATE COURSE IN
Fundamentals of Stock Markets
(Only for TDC 1st Semester students)

Question Paper Pattern
Total Marks for
Theory Examination: 70 Time: 3hours
Practical Examination: 30 Time: 1hour
All Units (from unit 1 to Unit 4) of the syllabus carries equals marks.

Question Pattern & Marks Division

Q.1. Ten short questions carrying 1 mark each. (1 x 10 = 10). There will be only 10 questions and all the ten short questions are compulsory. Alternative choice is not available.

Questions in this category may be of "direct answer" type or they may be of "multiple choice" type or they may be of "filling in the gap" type. It is advisable to mix different categories but the question setter has freedom in this respect.

**** The question setter is required to provide answers to the questions in Q, No.1 in a separate sheet along with the question paper.**

Q.2. Six short questions will be asked out of which five questions are to be answered. Marking pattern is 2 marks for each. (2 x 5 = 10).

Q.3. Six questions will be asked out of which Four (4) are to be answered. Marking pattern is 5 marks for each question (5 x 4 = 20).

Q.4. Five questions will be asked out of which three questions are to be answered. Marking pattern is 10 marks for each. (10 x 3 = 30). The marks allotment for these questions may be accumulated, for example 2+3+5 = 10, or 5+5=10 etc.

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DEPARTMENT OF COMMERCE

CERTIFICATE COURSE IN
Fundamentals of Stock Markets
(Only for TDC 1st Semester students)

INSTRUCTION TO PAPER SETTERS

1. Confidentiality must be strictly maintained.
2. The question papers should be prepared strictly in accordance with the syllabus. Specification and design of the question paper of the department.
3. The question paper should cover the entire syllabus with proper distribution and weightage of marks for each question or a part thereof. The question paper should cover all units so as to discourage selective study and cramming. **No question should be set outside the syllabus.** As far as practicable, repetition of last your questions may be avoided.
4. Maintaining the standard, the language of questions should be simple, direct, and worded clearly and unequivocally so that the candidates may have no difficulty in appreciating the scope and purpose of the questions. The length of the expected answer should be specified as far as possible in the question itself.
5. Particular care should be taken to ensure that the candidates may have reasonable time to think over and to answer all questions within the allotted time, leaving a fair margin for revision work.
6. Question which may offend or hurt the sentiment of the examinee on the ground of religion, community, political belief and social system should be avoided.
7. The manuscripts of question paper should be legibly written or typed by the question setter. Papers should be typed in the format as:
   I. Paper size: **A4**; Font style: **Time New Roman;** Font size:12; Line spacing:1.5; Header portion should be in font size 14 with **bold and capital letters.**
   II. The print should be sufficiently dark and clear to produce good quality photocopies.
   III. Each page must be numbered clearly, (e.g.) page 1 of 2, at the middle bottom of the page.
   IV. Use only one side of the paper when printing the examination paper.
8. All relevant draft and notes should be effectively destroyed. **No copy of any question paper is to be retained by the question setter.**
9. 'Instruction to the examinee' should be correctly specified on first page of the question paper.
10. Paper setters are requested to record in the margin opposite to each question the maximum number of marks they intend to assign to it.
11. If any of the near-relation of the paper setter is appearing at the examination, it should be intimated prior to undertaking this assignment.
12. Please type **'END OF PAPER'** immediately after the last question.

Enrolment Cum Attendance Register.

DEPARTMENT OF COMMERCE
Subject: Fumdamental of Stock Market
LUMDING COLLEGE, LUMDING, NAGAON, ASSAM – 782447

Sl. Nos	Registered Enrolment No	Name	Class Days 1 BD	2 BCD	3 BD	4 Dn	5 BD	6 BCD	7 BCD	8 BD	9 Dr	10 BCD	11 BD	12 Dr	13 BCD	14 Dr	15 BCD	Signature
1	22DC001	Sachin Das	P	P	P	P	.	P	P	P	P	P	P	P	P	P	P	[illegible]
2	22DC002	Bnoy Das	P	.	.	P	P	P	P	.	P	P	P	.	P	.	.	Binoy Da
3	22DC003	Prodyut Chakraborty	P	P	P	P	P	P	.	P	P	P	.	P	P	P	P	Prodyut Chakra
4	22DC004	Priyangshu Das	.	P	.	.	P	P	P	P	.	P	.	P	P	P	P	Priyangshu D
5	22DC005	Monaj Saha	P	.	P	P	.	P	.	.	P	.	P	P	P	.	P	Monoj Saha
6	22DC006	Smita Dey.	P	P	.	P	P	P	P	P	P	P	.	.	.	P	.	Smita Dey
7	22DC007	Arnab Acharjee	.	P	P	.	.	P	.	P	P	P	P	P	P	P	P	Arnab Achar
8	22DC008	Amit Kumar Acharjee	P	P	P	P	P	P	P	.	P	P	P	P	.	P	.	Amit Kr Achar
9	22DC009	RingjanadiKhemprai	P	P	P	P	P	.	P	P	.	.	P	P	P	.	.	Ringjanadi Khe
10	22DC010	Rimpa Seal	P	.	.	P	P	.	P	P	P	P	P	.	P	P	P	Rimpa Seal
11	22DC011	Subarna Paul	.	P	P	.	.	P	.	P	P	P	P	P	P	P	P	Subarna Pa
12	22DC012	JUTI MEDHI	P	.	P	P	P	.	P	P	.	P	P	P	.	P	.	Juti Medhi
13	22DC013	Rajdeep Bhowmick	P	P	P	P	.	P	P	P	P	P	P	.	P	P	P	Rajdeep Bhow
14	22DC014	Rahul Malakar	.	P	P	.	P	P	.	.	P	.	P	P	P	.	.	Rahul Malakar
15	22DC015	Devipriya Majumder	P	.	P	P	P	P	P	P	P	P	P	P	.	P	P	Devipriya Majumder
16	22DC016	Debashis Saikia	P	.	.	P	.	P	P	P	.	P	.	P	P	P	P	Debasish Saik
17	22DC017	Bijoy Chowdhury	P	P	P	P	.	.	P	.	.	P	P	P	P	.	.	Bijoy choudhur
18	22DC018	Sourav Karmakar	.	P	P	.	P	P	P	P	P	P	P	P	.	P	P	Anu Barua
19	22DC019	Anu Barua	P	.	.	.	P	P	.	P	P	.	P	P	P	P	P	Sourav karm
20	22DC020	Susmita Das	P	P	.	P	P	.	P	P	.	P	P	.	P	.	P	Susmita Da
21	22DC021	Pammi Prasad Harijan	P	P	P	P	.	P	P	P	P	P	P	P	.	P	.	Pammi prasa Harijan
22	22DC022	Anurag Mathuly	P	P	.	P	P	P	.	.	P	P	.	P	P	P	P	Anurag Math
23	22DC023	Kusum Karmmakar	P	.	P	P	P	.	P	P	.	P	.	P	P	P	P	Kusum Karmak
24	22DC024	Anamica Das	.	P	P	.	.	P	P	P	P	.	P	.	P	P	.	Anamika D
25	22DC026	Bishnu Saha	P	P	.	P	P	P	P	.	P	P	P	P	.	P	P	Bishnu saha
26	22DC027	Krishnu Paul	P	P	.	.	P	.	P	P	.	P	P	P	P	P	P	Krishanu Pau
27	22DC029	Ankush Deb	.	P	.	P	.	.	P	P	P	.	P	.	P	P	.	Ankush Deb
28	22DC030	Binit Malakar	P	.	P	P	P	P	.	.	P	P	.	P	.	.	.	Binit Malaka
29	22DC031	Kanchan Dey	P	P	P	.	P	P	P	P	.	P	P	P	P	P	P	Kanchan Dey
30	22DC032	Raj Majumder	.	.	P	P	P	.	P	.	P	P	P	.	P	.	P	[illegible]
31	22DC033	Payal Das	P	.	P	P	.	P	.	P	P	.	.	P	P	.	.	Payal Das
32	22DC034	B Krishna Roy	P	P	.	.	P	P	P	.	P	P	P	P	.	P	.	B.Krishna.R
33	22DC035	Urmila Sonar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Urmila Sonar

Head of the Deptt. of Commerce
...ing College

Signature

Enrolment Cum Attendance Register

DEPARTMENT OF COMMERCE

Subject: Fumdamental of Stock Market.

LUMDING COLLEGE, LUMDING, NAGAON, ASSAM – 782447

SL Nos	Registered Enrolment No	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Signature
			BD	[illegible]	BD	[illegible]	BD	[illegible]	[illegible]	BD	[illegible]	[illegible]	BD	[illegible]	[illegible]	[illegible]	[illegible]	
34	22DC036	ABHAY KUMAR	P	P	P	P	P	P	P	P	P	P	P	P	P	-	P	Abhay kumar
35	22DC037	PUJA CHANDA	·	P	P	·	·	P	P	P	P	P	·	P	P	P	P	Puja Chanda
36	22DC038	ARUP DEY	P	·	·	P	·	P	P	P	·	·	P	·	P	P	·	Arup Dey
37	22DC039	SHOUVIK DAS	·	P	P	P	P	·	P	·	P	P	·	P	P	·	P	Shouvik Das
38	22DC040	AYAN ROY	·	P	·	·	P	P	·	P	·	P	P	P	P	P	P	Ayan Roy
39	22DC041	DIPANITA PAUL	·	P	-	P	·	P	P	P	P	P	P	·	·	P	·	Dipanita Paul
40	22DC042	DEEPJYOTI SARMA	P	P	P	P	P	P	P	P	P	P	P	P	P	·	P	Deepjyoti Sarma
41	22DC043	SUBHAM LODH	P	·	P	·	·	P	P	·	·	·	P	P	P	P	·	Subham Lodh
42	22DC044	PRAPTI DEY	P	P	P	P	·	P	P	P	P	P	·	-	P	·	P	Prapti Dey
43	22DC045	UJJAL KUMAR DAS	·	·	·	P	P	·	P	P	·	P	·	P	·	P	P	Ujjal kr. Das
44	22DC046	SRUTI TELEGU	-	P	·	·	P	P	·	·	P	P	P	P	P	P	·	Shuti Telugu
45	22DC047	DIYA MALAKAR	P	P	P	·	·	P	P	P	·	P	P	P	P	P	P	Diya Malakar
46	22DC048	AMAN VERMA	·	P	P	P	P	P	P	P	P	P	P	·	·	P	P	Aman Verma
47	22DC049	B RAMESH	P	P	P	P	P	P	P	·	P	·	·	P	P	·	·	B. Ramesh
48	22DC050	BARI YASH	P	·	·	P	P	P	·	·	P	P	·	P	P	P	P	Bari Yash
49	22DC051	NIKITA CHACHAR	·	P	P	P	P	·	P	P	P	P	P	P	P	P	P	Nikita Chachsa
50	22DC052	SHUVAJIT DAS	P	P	·	·	P	P	-	·	P	P	·	P	P	·	P	Shuvajit Das
51	22DC053	PUSPA NEWAR	·	P	·	P	P	P	P	·	·	·	P	P	P	P	·	Puspa Newar
52	22DC054	RAHUL SONAR																
53	22DC055	SHRUTI SARKAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	Shruti Sarkar
54	22DC056	SAPTADIPA DUTTA	·	P	P	P	·	·	P	·	P	·	·	P	P	P	P	Saptadipa Dutta
55	22DC057	PRIYANKA HAZARIKA	P	P	·	·	P	P	·	·	P	P	P	·	·	P	·	Priyanka Hazarika
56	58	RAJ Majumder	P	·	·	P	P	P	P	P	·	P	P	P	P	·	P	Raj Majumdar

Signature

Head of the Deptt. of Commerce
Lumding College
Lumding, Assam

Course-Coordinator