

# **FACULTY OF ECONOMICS & BUSINESS**

## **SYLLABUS of Bachelor of Arts/ Bachelor of Science(Economics) Skill Enhancement Course**

**(Semester II, IV and VI)**

**(Under Credit-Based Continuous Evaluation Grading System)**

**Session: 2026-27**



**The Heritage Institution  
KANYA MAHA VIDYALAYA  
JALANDHAR  
(Autonomous)**

**Bachelor of Science (Economics) Semester II**

**Session 2026-27**

**Skill Enhancement Course**

**Course Title: Statistical Analysis Using EXCEL**

**Course Outcomes:**

**CO 1: Understand the presentation techniques**

**CO2 : Learn various measures of central tendency and dispersion in EXCEL**

**CO3 : Understand the various methods of skewness and Kurtosis**

**CO 4: Learn correlation between variables**

**Bachelor of Science (Economics) Semester II**  
**Session 2026-27**  
**Skill Enhancement Course**  
**Course Title: Statistical Analysis Using EXCEL**

**Time: 2 Hours**

**L-T-P (Credits): 1-0-2**

**Max. Marks: 100**

**Theory: 30**

**Practical: 40**

**CA: 30**

**Note: Instructions for the Paper Setter:**

Two questions, each carrying 6 marks, from each of the Units I-IV (i.e., a total of eight questions) are to be set. Candidates are required to attempt five questions, selecting at least one from each unit. The fifth question may be attempted from any unit.

**Unit-I**

Introduction to Statistics, collection of data, presentation of data, tabulation of data, charting of data, Introduction to EXCEL

**Unit II**

Measures of central tendency-, mean, median- meaning and computation, mode- meaning and computation, weighted average mean

Measures of dispersion, types of dispersion- range, quartile deviation, mean deviation, standard deviation, co-efficient of variation.

**Unit-III**

Skewness-Karl Pearson co-efficient of skewness and Bowley's co-efficient of skewness and kurtosis

**Unit-IV**

Correlation, Types of correlation, positive, negative, linear. methods of correlations- Karl Pearson's Co-efficient of correlation, rank correlation coefficient.

**BOOKS RECOMMENDED:**

1. S.C. Gupta. Fundamentals of Mathematical Statistics, S. Chand Publication, 2000.
2. K. Berk, & P. Carey. Data Analysis with Microsoft Excel, Duxbury Press, 2000.

**List of Practicals (using excel)**

1. Introduction of basics of excel and functions such as 'sum', 'count', 'countif', 'max', 'min', 'sort' etc.

2. To prepare result from the data on marks and number of credits in a given number of courses of a class based on total marks, marks obtained, percentage of marks obtained, grades, and determine SGPA for each student.
3. Create frequency distribution table; plot histogram, bar chart, pie chart, etc.
4. Plotting two dimensional graphs.
5. To find measures of central tendency for a given data.
6. To find measures of dispersion for a given data.
7. To find measures of skewness and kurtosis for a given data.
8. To find Karl Pearson Coefficient of correlation and rank correlation coefficient for a given data.

**BOOKS RECOMMENDED:**

**K. Berk, & P. Carey. Data Analysis with Microsoft Excel, Duxbury Press, 2000**

**Bachelor of Arts/Bachelor of Science (Economics) Semester IV**  
**Session 2026-27**  
**Skill Enhancement Course**  
**Course Title: Contemporary Indian Economic Policies and Issues**

**Course Outcomes:**

After passing this course, students will be able to:

- CO1:** Understand the nature and importance of agriculture and industrial policies
- CO2:** Learn the working of credit and insurance schemes
- CO3:** Examine the benefits and challenges in the implementation of various schemes
- CO4:** Understand the instruments of monetary and fiscal policies

**Bachelor of Arts/Bachelor of Science (Economics) Semester IV**  
**Session 2025-26**  
**Skill Enhancement Course**  
**Course Title: Contemporary Indian Economic Policies and Issues**

**Time: 3 Hours**

**L-T-P (Credits):3-0-0**  
**Max. Marks: 100**  
**Theory: 50**  
**Practical: 20**  
**CA: 30**

**Note: Instructions for the Paper Setter:**

Two questions, each carrying 10 marks, from each of the Units I-IV (i.e., a total of eight questions) are to be set. Candidates are required to attempt five questions, selecting at least one from each unit. The fifth question may be attempted from any unit.

**Unit-I**

Agriculture: Recent agriculture price policy with special focus on MSP.  
Recent industrial policy and its benefits to various stakeholders.

**Unit -II**

Efficacy of credit and insurance schemes by banks and financial institutions, with a special focus on agriculture (PMFBY, KCC), industry (MUDRA Scheme, MSME scheme), and education loan schemes.

**Unit-III**

Women-centric Schemes for Empowerment: Beti Bachao Beti Padhao, Mahila Shakti Kendra, Mahila Kisan Sashaktikaran Pariyojna, Rastriya Mahila Kosh, Pradhan Mantri Matru Vandana Yojna, Janani Suraksha Yojna, Mission Saksham Anganwadi, and Poshan 2.

Welfare Schemes for Poverty Alleviation: Mahatma Gandhi National Rural Employment Guarantee Act( VB-G RAM G) , Pradhan Mantri Gram Sadak Yojana, Pradhan Mantri Kaushal Vikas Yojana, Pradhan Mantri Jan Dhan Yojana, Swarna Jayanti Shahari Rozgar Yojana.

**Unit-IV**

Current monetary and fiscal policies and their interaction.

**Practical**

**Students can choose any one topic for the Case Study**

MSP of various crops in the local area and its implications for farmers

Analysis of the credit and insurance schemes mentioned above in the local area.

Efficacy of any women-centric scheme in the local area.

Analysis of trends in the inflation rate and union budget

**Suggested Readings:**

1. Mishra, S.K. and Puri, V.K. (3019), *Indian Economy*, Himalaya Publication House, Mumbai.
2. Dutt, R. and Sundharam, K.P.M. (3018), *Indian Economy*, S. Chand & Co. Ltd., New Delhi.
3. Aggarwal, A. N. (1975), *Indian Economy*, Vikas Publishing House, Delhi.
4. Wadhwa, C. D. (1970), *Indian Economic Policy*, Tata McGraw-Hill, Bombay.

*Note: The latest editions of the books are recommended.*

**Bachelor of Science (Economics) Semester VI**  
**Session 2026-27**  
**Skill Enhancement Course**  
**Course Title: DATA HANDLING THROUGH SPSS**

**Course outcomes**

**Students will be able to learn**

**CO 1:** Understand the basics of SPSS

**CO 2:** Learn the presentation techniques

**CO 3:** Understand the relevance of T-test and ANOVA

**CO 4:** Learn the correlation and regression techniques

**Bachelor of Science (Economics) Semester VI**  
**Session 2026-27**  
**Skill Enhancement Course**  
**Course Title: DATA HANDLING THROUGH SPSS**

**Time: 2 Hours**

**L-T-P**  
**(Credits): 1-0-2**  
**Max. Marks: 100**  
**Theory: 30**  
**Practical: 40**  
**CA: 30**

**Note: Instructions for the Paper–Setter:**

Two questions, each carrying 8 marks, from each of the Units I-IV (i.e. a total of eight questions) are to be set. Candidates are required to attempt five questions, selecting at least one from each unit. The fifth question may be attempted from any unit.

**Unit-I**

Getting started and Data Management: Introduction to SPSS, Menus, Tool Bar, creating a data file, defining variables, entering the data, opening and saving data files, inserting cases and variables, Sorting Cases, splitting file, Merging a file. Data Transformation: Computing a new variable, Recoding variables: into same variables and different variables, Rank cases, Visual binning. Data Normalization: Outlier Detection, Missing Value Analysis, Checking Normality of Data.

**Unit-II**

Summarizing Data Graphically: Different types of Charts: Line, pie, bar, Plots: Box, P-P, Q-Q, Scatter Diagram, Chart builder, Data Tabulation Summarizing data Numerically Frequencies, Descriptive statistics, Cross-tabs

**Unit-III**

Testing of Hypothesis Parametric tests: T-Tests: One Sample, Independent sample, Paired t-test, One way ANOVA with post-hoc comparisons, Repeated Measures ANOVA.

**Unit-IV**

Correlation with Nominal, Ordinal and Scale data  
Regression Analysis: Simple and Multiple

**Suggested Readings:**

1. Pandya, K., Bulsari, S. and Sinha, S., SPSS in Simple Steps, Kogent Learning Solutions, dreamtech Press, New Delhi, 2012.
2. Kirkpatrick, L.A. and Feeney, B.C., A Simple Guide to IBM SPSS Statistics, Cengage Learning, 2012.
3. Coakes, S.J., SPSS Analysis without Anguish, John Wiley and Sons, Australia, 2005.

**List of Practicals (using SPSS)**

1. Introduction to SPSS, defining variables and data transformation
2. Plotting Line, pie, bar, Plots: Box, P-P, Q-Q, Scatter Diagram and cross tabs

3. To perform one-way Anova and t-test
4. To find Karl Pearson Coefficient of correlation and regression