

GUJARAT
UNIVERSITY
SYLLABUS FOR F.Y
BBA SEMESTER I
CORE COURSE – 103 FORMS OF BUSINESS ORGANIZATION

Introduction: Business organizations which were initially small and localized have assumed complex and global dimensions. Businesses have moved from individual-owned to family-run and beyond. Hence it becomes imperative to have some understanding of the complex and dynamic structure of modern businesses along with the implications – positive and negative, in the form of combinations.

Objectives: To provide basic understanding regarding the corporate form of organization – its formation, its management and its chief officers, and the implications of such a corporate structure in the form of business combinations.

Total Hours : 40

Number of credits: 3

Lectures per week: 3 of one hour each

Unit	Weightage
Unit I	25%
Unit II	25%
Unit III	25%
Unit IV	25%
Total	100%

UNIT I: Joint Stock Company (10 Hours)

Meaning; definition under the Company's Act 1956; types; difference between Public Ltd. and Pvt. Ltd. companies; formation procedure (promotion, incorporation, subscription and commencement); detailed study of Memorandum of Association, Articles of Association, Prospectus and Statement in lieu of Prospectus.

UNIT II: Company Management (10 Hours)

- i. Director – meaning; definition under Company's Act 1956; position; qualifications and disqualifications of a director; number of directors; powers, duties and liabilities of directors.
- ii. Managing Director – definition under Company's Act 1956; position; appointment and disqualifications; remuneration to Managing Director.
- iii. Company Secretary – definition under Company's Act 1956; position, qualifications; appointment; powers and duties of a Company Secretary.

UNIT III: Company Meetings, Resolutions and Minutes (10 Hours)

Company meetings - Meaning; types

- i. Shareholders meetings – statutory meeting; AGM and EGM; provisions regarding quorum, agenda, time and place of holding the meetings, notice; purpose of holding these meetings; business transacted at these meetings.
- ii. Board Meetings – provisions regarding time, place, notice, quorum, agenda; purpose of holding board meetings.

Resolutions – meaning;

types; Minutes – meaning;

signing

UNIT IV: Business Combinations (10 Hours)

Business Combinations - Meaning; causes/reasons of combinations; economies (benefits) and diseconomies (evils) of combinations; types – horizontal, vertical forward and backward, lateral convergent and divergent, circular; forms – associations, federations, partial and total consolidations.

Text:

M C Shukla; Business Organization and Management; S. Chand Publication; 18th edition.

Reference Book:

Fundamentals of Business Organisation & Management by Y.K.Bhushan (Sultan chand & Sons

Topics for assignments:

1. Features of a Joint Stock Company.
2. Winding up of Joint Stock Companies.
3. Class meeting of shareholders.
4. Debenture holders' meetings.
5. Creditors' meetings.
6. Functions of Commodity Exchanges.
7. Services offered by Commodity Exchanges.

Suggested topics for seminars and presentations:

1. Launching a new business enterprise.
2. Comparison of different forms of business organizations.
3. Business combinations in practice.
4. Role of Public Sector Enterprises in India.
5. Regulation of Commodity Exchanges in India.