

**MAHARASHTRA STATE BOARD OF VOCATIONAL EDUCATION EXAMINATION,
MUMBAI - 51**

1	Name of	CERTIFICATE COURSE IN INVESTMENT MANAGEMENT																																																														
2	Course Code	408218																																																														
3	Max. Nos. of	25 Students																																																														
4	Duration	1 Year																																																														
5	Type	Full Time																																																														
6	Nos. of Days	6 Days																																																														
7	Nos. of	7 Hrs																																																														
8	Space	Theory Class Room – 200 sqft Practical – 800 sqft																																																														
9	Entry	S.S.C. Passed																																																														
10	Objective Of Syllabus/ introduction	1. To understand the working of share market 2. To know the different market movements 3. To understand the procedure of issue of shares 4. To impart skill in the trading																																																														
11	Employment Opportunity	Investment manager Investment banker Portfolio manager																																																														
12	Teacher’s Qualification	M.Com.																																																														
13	Training System	<div>Training System Per Week</div> <table><tr><td>Theory</td><td>Practical</td><td>Total</td></tr><tr><td>18 Hours</td><td>24 Hours</td><td>42 Hours</td></tr></table>							Theory	Practical	Total	18 Hours	24 Hours	42 Hours																																																		
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14	Exam. System	<table><tr><td>Sr. No.</td><td>Paper Code</td><td>Name of Subject</td><td>TH/PR</td><td>Hours</td><td>Max. Marks</td><td>Min. Marks</td></tr><tr><td>1</td><td>40821811</td><td>Securities Market & Ratio Analysis</td><td>TH-I</td><td>3 hrs</td><td>100</td><td>35</td></tr><tr><td>2</td><td>40821812</td><td>Investment Plans & Investment Decision</td><td>TH-II</td><td>3 hrs</td><td>100</td><td>35</td></tr><tr><td>3</td><td>40821813</td><td>Stock Exchange and Risk & Investment Analysis and Portfolio Management</td><td>TH-III</td><td>3 hrs</td><td>100</td><td>35</td></tr><tr><td>4</td><td>40821821</td><td>Securities Market & Ratio Analysis</td><td>PR-I</td><td>3 hrs</td><td>100</td><td>50</td></tr><tr><td>5</td><td>40821822</td><td>Investment Plans & Investment Decision</td><td>PR-II</td><td>3 hrs</td><td>100</td><td>50</td></tr><tr><td>6</td><td>40821823</td><td>Stock Exchange and Risk & Investment Analysis and Portfolio Management</td><td>PR-III</td><td>3 hrs</td><td>100</td><td>50</td></tr><tr><td></td><td></td><td>Total</td><td></td><td></td><td>600</td><td>255</td></tr></table>							Sr. No.	Paper Code	Name of Subject	TH/PR	Hours	Max. Marks	Min. Marks	1	40821811	Securities Market & Ratio Analysis	TH-I	3 hrs	100	35	2	40821812	Investment Plans & Investment Decision	TH-II	3 hrs	100	35	3	40821813	Stock Exchange and Risk & Investment Analysis and Portfolio Management	TH-III	3 hrs	100	35	4	40821821	Securities Market & Ratio Analysis	PR-I	3 hrs	100	50	5	40821822	Investment Plans & Investment Decision	PR-II	3 hrs	100	50	6	40821823	Stock Exchange and Risk & Investment Analysis and Portfolio Management	PR-III	3 hrs	100	50			Total			600	255
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5	40821822	Investment Plans & Investment Decision	PR-II	3 hrs	100	50																																																										
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SYLLABUS

Theory - I

Security Market & Ratio Analysis

Part – A (Security Market)

Sr.No.	Chapter	Contents
1	Investment Analysis	Meaning and definition of investment management Introduction to investment analysis and portfolio management meaning of speculation, objectives, scope of portfolio management. Elements of portfolio management selection of securities analysis.
2	Time Value of Money	Time and value of money future value of money doubling period of money present value and value of annuity
3	Security Market	Meaning and definition of security market types of security market features ,functions of security market services regulation for buyers and sellers of securities
4	Valuation of Equity Shares	Need, key of valuation capitization of shares dividend of share price earning on shares
5	Valuation of Preference Shares and Debentures	Need and key of valuation of preference shares and debentures... Interest on preference , interest on debentures, fluctuation of share of market

Part – B (Ratio Analysis)

Sr.No.	Chapter	Contents
1	Analysis and valuation of debentures and debt instruments	Debet investment, debentures and bonds, bond valuation and pricing, risk debt investment, determination of interest rate, analysis of convertible bonds, bonds portfolio management, analysis of valuation and debentures and debt instruments,
2	Debt investment	Types and features of debt investment Risk in debt investment, interest rate yield curve bond pricing.
3	SEBI	Rights and power of SEBI constitution of SEBI, control of stock age And function of SEBI.
4	Ratio analysis	Analysis of interpretation of financial statement, common size of statement, trend percentages of ratio fund flow statement, ratio analysis advantages and disadvantages. Interpretation of ratio procedure of analysis.
5	Foreign investment and their control	Rules and regulation of NSE, types of investment, return of investment and control of SEBI

Practical – I
Security Market & Ratio Analysis

Part - A

List of Practical

1. Visit to brokers office
2. Visit to stock exchange
3. To study on equity shares and preference shares
4. Collection of debt instruments
5. Visit to financial company
6. Visit to bank to study merchant banking
7. Study the bolt system in stock exchange
8. Visit to NSE
9. Arranging seminars by SEBI
10. Collection of market intelligence from different new papers and journals.

Part - B

List of Practical :

- 1) Preparation of fund flow statement
- 2) Calculation and comparison of Accounting ratios for different companies
- 3) Collection prospect for new issues
- 4) Case study of ratio analysis
- 5) Visit to investment company
- 6) Visit to joint stock company
- 7) Visit to share broker office
- 8) Maintaining the computerized record of
Different types, of investment companies
- 9) Visit to stock exchange
- 10) Visit to investment consultant office.
- 11) See bolt operation in Mumbai & National stock exchange.

Theory – II
Investment Plans & Investment Decisions

Part – A (Investment Plans)

Sr.No.	Chapter	Contents
1	Securities of investment	Meaning and definition of securities Meaning and definition of investment Objectives of securities and investment elements of investment
2	Mutual fund and their management	Meaning and definition of mutual funds, funds flow analysis, ratio analysis, trend analysis, current state of economies, investment analysis
3	Share and debentures	Meaning and definition of shares and debentures debt instruments, debentures and bonds, bond value, bond yield, risk in debt interest rate risk
4	Unit linked insurance plans	Meaning and definition of introduction of insurance plans different types of insurance plans implication for investment plans, plans analysis, analysis with insurance plans, growth stock

Part – B (Investment Decisions)

Sr.No.	Chapter	Contents
1	Investment alternatives	Non marketable, financial asset, money market, fixed income securities equity shares, mutual fund, bonds, real estate.
2	Fundamental analysis	Introduction, investment analysis, economic analysis, ratio analyses, trend analysis, fund flow analysis,
3	Technical analysis	Introduction of technical analysis, charting techniques, technical indicators, testing technical, trading rules evaluation of technical analysis
4	Tax and investment	Introduction computation tax liabilities, tax saving schemes, deductions from gross total income capital gains, reducing the tax liabilities by investing wealth tax.

Practical – II
Investment Plans & Investment Decisions

Part - A

List of Practical

1. Visit to insurance company
2. Visit to mutual funds consultancy
3. Visit to different banks
4. Visit to financial consultant office
5. Collect the prospects of mutual funds, issues
6. Collection of various documents for investments
7. Make a comparative study of insurance schemes.
8. See bolt operation in Mumbai & National stock exchange
9. Conduct marketing research on mutual funds
10. Study the sensex of one week transactions.
11. To maintain records of sensex day to day trading

Part – B

List of Practical

- 1) Visit to real estate agent
- 2) Collection of documents used in money market
- 3) Preparations of cash flow statements
- 4) Conduct the technical analysis of different types of securities
- 5) Collection of different tax forms
- 6) Filling of the tax form
- 7) Visit to tax constantan office
- 8) Competition of tax
- 9) Comparative study of different saving scheme
- 10) Computerized record of investment decision.
- 11) See bolt operation in Mumbai & National stock exchange

Theory - III
Stock Exchange and Risk & Investment Analysis and Portfolio Management

Part – A (Stock Exchange and Risk)

Sr.No. .	Chapter	Contents
1	Risk and return analysis	Meaning and definition of risk types of risk measures of risk Meaning of return measures of return holding periods expected return
2	Investments by an individual	Investors attitude type of person Own risk types of investment speculation, risk benefit. NRI investment
3	Investment by private company	Types of companies company risk types of investment speculation Home investment and foreign investment
4	Stock exchange in India	BSE, NSE, SEBI Function of stock exchange, roll of stock exchange , power and right of stock exchange, constitution of stock exchange, control of stock exchange, risk factor and capital market

Part – B (Investment Analysis & Portfolio Management)

Sr.No.	Chapter	Contents
1	Variable for investment decision	Introduction need, importance, approach, planning, timing, elements and steps of variable investment decision.
2	Portfolio mix	Introduction, traditional, portfolio theory, modern theory, mark wiz's theory, measurement of risk evaluation of risk, efficient market.
3	Investment decision and Practical accept	Introduction blue chips, growth stocks, personal investment, institutional portfolio management, investment aboard and NRI investment
4	Capital asset pricing model	Introduction CAPM major implication, basic assumption, capital market lime(CML), security market lime (SML), inputs required for applying(CAPM)

Practical - III
Stock Exchange and Risk & Investment Analysis and Portfolio Management

Part - A

List of Practicals

- 1) Study of the return analysis
- 2) Measuring the risk
- 3) Arranging meeting with individual investors
- 4) Visit to investment companies
- 5) Visit to stock exchange
- 6) Study the capital market
- 7) Visit to investment agents office
- 8) Visit to share brokers office
- 9) Make a comparative study of different investments
- 10) Making for computerized record as per the investment
- 11) See bolt operation in Mumbai & National stock exchange

Part - B

List of Practicals

- 1) Case study to show the importance of investment decisions
- 2) Study the growth and blue chips
- 3) Study the market situation NRI investments
- 4) Visit to share market.
- 5) Visit to bank to study NRI investment
- 6) Collect the documents of concern institution
- 7) Maintaining computerized record
- 8) Visit to share broker office
- 9) Visit to tax consultant office
- 10) Visit to chartered accountant office.

List of Infrastructure Requirements:

- 1) Two class rooms with sitting capacity
- 2) Chair & Table
- 3) Black board & chalks
- 4) A set of reference books.
- 5) A cupboard.

List of Tools & Equipments:

- 1) A Computer with latest technology.
- 2) Calculators.

List of Books recommended:

- 1) Security analysis and portfolio management by—prof. P.K. Bandgar
- 2) Investment analysis and portfolio management by—prof. N.G. Kale, prof. P.K. Bandger.
