

Tribhuvan University
Faculty of Management
Office of the Dean



**Course detail of
BIM (Bachelor of Information Management) 6th Semester**

IT 245: Business Information Systems	3 Credit Hours
IT 246: IT Ethics and Cybersecurity	3 Credit Hours
IT 352: Project	3 Credit Hours
FIN 229: Fundamentals of Corporate Finance	3 Credit Hours
MGT 236: Business Environment	3 Credit Hours
RCH 201: Business Research Methods	3 Credit Hours

October 2024

FIN 229: Fundamentals of Corporate Finance

Credits: 3
Lecture Hours: 48

Course Objective

This course *Fundamentals of Corporate Finance* aims to lay the foundation for understandings fundamental concepts and principles of corporate finance. This course equips the students with fundamental tools and techniques of financial management to prepare them to resolve complex financial issues concerning corporate firms.

Course Description

This course consists of the introduction to corporate finance, financial instruments, markets and institutions, financial statement analysis, time value of money, financial assets valuation, basics of capital budgeting, raising capital, capital structure and leverage, and working capital management.

Course Detail

Unit 1: Introduction to Corporate Finance LH 4

Nature of corporate finance; Functions of financial management; The financial goal; Financial manager's responsibilities; Corporate finance and other functional areas.

Unit 2: Financial Instruments, Markets and Institutions LH 4

Financial instruments: Money market and capital market instruments, derivative securities, mutual fund units; Financial markets: Functions and types of financial markets; Financial institutions: Depository and non-depository financial institutions.

Unit 3: Financial Statement Analysis LH 6

Financial statements: Balance sheet, profit or loss statement, cash flow statement, statement of change in shareholders' equity; Framework for analysis; Nature and need of financial ratio analysis; Types of financial ratios: liquidity ratios, asset management ratios, debt management ratios, profitability ratios, market value ratios; DuPont system of financial ratio analysis; Limitations of financial ratios.

Chapter 4: Time Value of Money LH 6

Concept time value of money; Cash flow time line; Future values and present values of a single cash flow; Computing the interest rate and the number of years; Future value and present value of an ordinary annuity and annuity due; Computing annuity payments, periods and interest rates; Present value of perpetuities; Present value and future value of uneven cash flows; Semiannual

and other compounding periods; Preparation of loan amortization schedule; Application of the concept of time value of money.

Unit 5: Financial Assets Valuation

LH 8

Concept of financial assets; Key characteristics of bonds, common stocks and preferred stocks; Basic financial asset valuation models; Valuation of bonds: perpetual bonds, zero coupon bonds, coupon bonds with a finite maturity, bond valuation with semiannual interest; Bond yields: current yield, capital gain yield, yield to maturity, yield to call; Dividend discount model for common stock valuation: zero-growth model, normal growth model, super-normal growth model, single period valuation, multi-period valuation; Valuation of preferred stock.

Unit 6: Basics of Capital Budgeting

LH 6

Concept of capital budgeting decision; Capital budgeting decision process; Types of capital budgeting projects; Capital budgeting decision techniques: payback period, discounted payback period, net present value, profitability index, internal rate of return, modified internal rate of return; merits and limitations of each capital budgeting decision technique.

Unit 7: Raising Capital

LH 5

Sources of long-term financing, Long-term debt: Instruments, advantages and disadvantages; Preferred stocks: Advantages and disadvantages; Common stocks: Advantages and disadvantages; Methods of selling securities: public offering, rights offering and private placement.

Unit 8: Capital Structure and Leverage

LH 5

Concept of capital structure, optimal capital structure, determinants of capital structure; Business risk and financial risk; Degree of operating leverage, financial leverage and total leverage.

Unit 9: Working Capital Management

LH 4

Concepts of working capital; Types of working capital; Factors affecting the size of working capital; Working capital management and its significance; Computing operating cycle, cash conversion cycle and the amount of working capital requirement.

Text Books

Ross, S. A., Westerfield, R. W. & Jordan, B. D. *Fundamentals of corporate finance*. New York: McGraw-Hill Irwin.

Brigham, E. F. & Houston, J. F. *Fundamentals of financial management*. Delhi: Cengage Learning.

Van Horne, J. C., Wachowicz, J. R. & Bhaduri, S. N. *Fundamentals of financial management*. New Delhi: Prentice-Hall India Ltd.

IT 245: Business Information Systems

(BIM 6th Sem)

Credits: 3

Lecture Hours: 48

Course Objectives

The main objective of this course is to provide knowledge of different concepts of business information systems to students. After completing this course, students will be able to

- Understand different concepts of business information systems and their impact on organizations,
- Know about business processes,
- Know competitive advantage and strategic information systems,
- Understand concepts of Big Data, knowledge management, mobile commerce, and social computing,
- Understand concepts of SCM, CRM, and ERP systems,
- Understand and apply business analytics,
- Learn concepts of cloud computing and its uses in business.

Course Description

This course covers different concepts of business information systems including impact of IT on organizations, business processes, competitive advantage and strategic information systems, Big Data, knowledge management, mobile commerce, social computing, SCM, CRM, ERP, business analytics, and cloud computing.

Course Details

Unit 1: Introduction to Information Systems

3 LHs

Introduction; Why should we study information systems? Computer-Based Information System and Types; Impact of IT on Organizations; Importance of Information Systems to Society.

Unit 2: Organizational Strategy, Competitive Advantage, and Information Systems

6 LHs

Introduction; Business Processes; Business Process Improvement, Business Process Reengineering, and Business Process Management; Business Pressures, Organizational Responses, and Information Technology Support; Competitive Advantage and Strategic Information Systems.

Unit 3: Data and Knowledge Management

5 LHs

Introduction; Managing Data; Database Approach; Big Data; Data Warehouses and Data Mart, Knowledge Management.

Unit 4: Wireless, Mobile Computing, and Mobile Commerce

5 LHs

Introduction; Wireless Technologies; Wireless Computer Networks and Internet Access; Mobile Computing and Mobile Commerce; The Internet of Things.

Unit 5: Social Computing

4 LHs

Introduction; Web 2.0; Fundamentals of Social Computing in Business; Social Computing in Shopping, Marketing, Customer Relationship Management and Human Resource Management.

Unit 6: Information Systems within Organizations**6 LHs**

Introduction; Transaction Processing Systems; Functional Area Information Systems; Enterprise Resource Planning Systems; ERP Support for Business Processes.

Unit 7: Customer Relationship Management and Supply Chain Management**7 LHs**

Introduction; Defining Customer Relationship Management; Operational Customer Relationship Management Systems; Other Types of Customer Relationship Management Systems; Supply Chains; Supply Chain Management; Information Technology Support for Supply Chain Management.

Unit 8: Business Analytics**7 LHs**

Introduction; Managers and Decision Making; The Business Analytics Process; Descriptive Analytics; Predictive Analytics; Prescriptive Analytics; Presentation Tools

Unit 9: Cloud Computing**5 LHs**

Introduction; The Basics of Cloud Computing; Different Types of Clouds; Cloud Computing Services; The Benefits of Cloud Computing; Concerns and Risks with Cloud Computing; The “Big Three” Cloud Computing Vendors; Web Services and Service-Oriented Architecture.

Laboratory Works:

The laboratory work includes learning to use different systems and tools such as BigData systems, business analytics tools, and cloud computing infrastructures.

Suggested Readings

R. Kelly Rainer and Brad Prince, Introduction to Information Systems: Supporting and Transforming Business, 9th Edition, Wiley, 2022.

Kenneth C. Laudon, Jane P. Laudon and Carol G. Traver, Essentials of Management Information Systems, 15th Edition, Pearson, 2024.

Information Technology Essentials: Introduction to Information Systems Volume 1, Eric Frick, 2017.

Management Information Systems, James O'Brien and George Marakas, 10th Edition, McGraw Hill.

IT 246: IT Ethics and Cybersecurity

(BIM 6th Sem)

Course Objectives

The main objective of this course is to provide knowledge of different concepts of ethics related to Information Technologies and cyber security. After completing this course, students will be able to

- Understand different concepts of ethics, and ethics for IT workers and IT organizations,
- Know intellectual property and related concepts and issues,
- Gain knowledge of threats, cybersecurity and digital forensics,
- Know the provision of cyber law in the context of Nepal.

Course Description

This course presents different concepts of IT ethics, cyber threats, cybersecurity, and digital forensics. This course also presents provision of cyber law in the context of Nepal.

Course Details

Unit 1: An Overview of Ethics

5 LHs

Ethics; Ethics in the Business World; Corporate Social Responsibility; Fostering Corporate Social Responsibility and Good Business Ethics; Improving Business Ethics; Ethical Considerations in Decision Making; Ethics in Information Technology

Unit 2: Ethics for IT Workers and IT Users

5 LHs

Managing IT Worker Relationship; Encouraging Professionalism of IT Workers; Encouraging Ethical Use of IT Resources among Users; Key Privacy and Anonymity Issues; Social Networking Ethical Issues

Unit 3: Intellectual Property

6 LHs

Intellectual Property; Copyright; Patent; Trade Secrets; Intellectual Property Issues: Plagiarism, Reverse Engineering, Open Source Code, Competitive Intelligence, Trademark Infringement, and Cybersquatting

Unit 4: Ethical Decision in Software Development and Ethics of IT Organizations

5 LHs

Software Quality and its Importance; Strategies for Developing Quality Software; Use of Contingent Workers; Outsourcing; Whistle-Blowing; Green Computing

Unit 5: Fundamentals of Cybersecurity

6 LHs

Introduction to Cyberspace and Cybersecurity, Cybersecurity Perspectives, Key Development Areas and their impacts on the ever-evolving nature of Cybersecurity: Technological Changes, Economic Model Shifts, and Outsourcing, Risks Cybersecurity Mitigates, Common Cyberattacks, Poisoned Web Service Attacks, Network Infrastructure Poisoning, Technical Attack Techniques, Cyberattackers and Their Colored Hats.

Unit 6: Personal Cybersecurity**5 LHs**

Evaluating Your Current Cybersecurity Posture: Home Computer, Mobile Devices, Internet of Things (IoT) Devices, Enhancing Physical Security, Cybersecurity Considerations When Working from Home, Securing Your Accounts, Passwords.

Unit 7: Social Engineering and Cyber Terrorism**5 LHs**

Introduction, Need for Social Engineering, Reasons for Social Engineering Attack, Understanding the Implications, Building Trust, Exploiting the Relationship, Performing Social Engineering Attacks, Social Engineering Countermeasures, Preventing Social Engineering Attacks, Cyber Terrorism, Types of Cyber Terrorism, Effects of Cyber Terrorism in Infrastructure, Countering Cyber Terrorism.

Unit 8: Digital Forensics**7 LHs**

Introduction, Computer Forensic to Digital Forensics, Stages of Digital Forensic, Role of Digital Evidence, Methods and Lab, Collecting, Seizing and Protecting Evidence, Recovering Data, Mobile Forensics, Legal Aspects of Digital Forensics, Cyber Forensics in Nepal

Unit 9: Cyber Law in Context of Nepal**4 LHs**

Cyber Law in Context of Nepal, Legal Perspective of Cybercrime, Electronic Transaction Act, Electronics Transaction Rules, IT Policy, Information Security and Policies.

Laboratory Work

The laboratory work includes learning to use tools and techniques for cybersecurity and digital forensics. Special focus will be given to network scanning, sniffing, identify common vulnerabilities in web applications such as SQL Injection, XSS, phishing using social engineering toolkit lab, password cracking, firewall configuration and analysis Lab, incident response.

Suggested Readings:

Ethics in Information Technology, Sixth Edition, George W. Reynolds.

Ethics and Technology: Controversies, Questions, and Strategies for Ethical Computing, Fifth Edition, Herman T. Tavani, John Wiley and Sons, 2016.

Ethics for Information Age, Eighth Edition, Michael J. Quinn, Pearson.

Cybersecurity All-in-One for Dummies, Joseph Steinberg; Kevin Beaver; Ted Coombs; and Ira Winkler, 2023, 1st Edition, John Wiley & Sons, Inc

Cybercrime and Digital Forensics: An Introduction, Thomas J. Holt, Adam M. Bossler, Kathryn C. Seigfried-Spellar, 2022, 3rd Edition, Routledge

Electronic Transaction Act (ETA), Government of Nepal.

Electronic transaction Rule (ETR), Government of Nepal.

IT policy Of Nepal.

IT 352: Project

(BIM 6th Sem)

Course Description:

The Project represents the culmination of study within the Bachelor of Information Management. The project course provides students the opportunity to apply both theoretical and practical aspects learned to develop a real-world software application. Main focus will be given in enabling students with the skills pertaining to the planning, analysis, design, and implementation of a real-world application. The project can be done in groups preferably with **TWO** members in each group. The emphasis is necessarily on facilitating student learning in technical and project management spheres.

Course Objective:

Upon successful completion of this course, students will be able to:

1. Develop real-world software application
2. Learn to develop high-quality project report
3. Develop technical knowledge in software development
4. Learn to manage time and resources
5. Learn effective team skills

Phases:

The overall project work is divided into three phases, proposal defense, pre-defense, and final defense.

1. Proposal Defense

Each student must prepare a document in the prescribed proposal format proposing a specific plan for her or his project work. This document is expected to make a convincing case that the proposed project work is likely to make an original contribution. Students must present their project proposal in the college. Once accepted, students can start their project work under the supervision of a supervisor assigned from the college.

2. Pre-Defense

Each student must prepare draft of the project report and present this report in the college before final defense. Once approved, students will be allowed to participate in the final defense.

3. Final Defense

During final defense, each student must prepare a final report in the prescribed format and present this final report. Students are expected to explain the project work justifying the methods employed and the conclusions reached. An external examiner will be appointed from the Dean Office for the final defense.

Proposal Contents:

- Title Page
- Introduction
 - Introduction
 - Problem Statement
 - Objective
 - Development Methodology

- Methodology
 - Requirement Identification and Feasibility Study
 - Related Work / Literature Review
 - Analysis and Design Tools
 - Implementation tools (Front End, Back End)
- Expected Outcome
- Project Schedule
- References

Report Contents:

- Title Page
- Student's Declaration
- Supervisor's Recommendation
- Approval Sheet
- Acknowledgements
- Abstract
- Table of Contents
- List of Figures
- List of Tables
- List of Abbreviations
- Introduction (Chapter I)
- Related Work / Literature Review (Chapter II)
- Analysis (Chapter III)
- Design (Chapter IV)
- Implementation (Chapter V)
- Conclusion and Recommendation (Chapter VI)
- References
- Appendices

Evaluation:

Head / Program coordinator, Supervisor, Internal examiner, and External examiners will evaluate the overall project work. Marks allocation for overall evaluation is as follows

- Supervisor – 50
- Internal Evaluator – 10
- Head / Program Coordinator – 10
- External – 30

MGT 236: Business Environment

BIM 6th Semester

Credits: 3

Lecture Hours: 48

Course Objectives

This course aims to equip students to examine environmental forces essentially influencing the business activities. The course provides overall concepts of firm-specific and general environmental forces and an understanding of some of the analytical tools that managers apply to understand, scan, and forecast potential influence on business, business problems and techniques to solve business problems.

Course Description

The topics include socio-cultural, economic, political-legal, technological, and global business environment incorporating business-government relations, performance of industry and agricultural sectors, business support agencies in Nepal, and financial sector policy reforms. Through a blend of theoretical frameworks, case studies, and practical applications, students will develop the analytical skills necessary to navigate the complex and dynamic landscape in which businesses operate.

Learning Outcomes:

Upon successful completion of this course, students will be able to:

- To understand fundamental knowledge and concept about Nepalese and global business environment
- To be able in applying the concept of business environmental issues in real life situation
- To know the conceptual issues and dimensions of micro and macro environment forces
- To understand the business support agencies in Nepal
- To be familiar with how environmental forces influence to business activities

Learning strategies/ Tools for pedagogy

The following tools for pedagogy are recommended to faculties and instructors to facilitate in the class rooms. The instructor should strictly follow the ongoing evaluation and assessment process as per the following dimensions

- Case development and analysis
- Thematic presentation on the contemporary issues of business environment
- Term paper writing (theoretical and conceptual) based on syllabic contents
- Project work and assignment

Course Details

Unit 1: Introduction and Framework of Business Environment

4 LHs

Introduction of business environment and its components, classification of business environment, framework of business environment; Environmental Scanning: process, techniques, methods and types; emerging business environment in Nepal.

Unit 2: Understanding Firm-specific Environment

4 LHs

Definition and scope of the firm-specific business environment; importance of understanding the internal dynamics of firms; organizational structure; organizational culture, role of culture in shaping employee behaviour and organizational performance, cultural alignment and strategic fit; operations management, operations management principles, production processes and capacity planning, supply chain management and logistics, quality management and continuous improvement; human resource management, human competencies and resources.

Unit 3: Understanding Macro Environment

a. Macroeconomic Environment

12 LHs

Dimensions of Nepalese economy; employment trends and labour market issues, labour migration on economic imbalance; economic development plans; industry and agricultural sectors-performance; economic policies and reforms- industrial policy, privatization policy, trade policy, tourism policy, and monetary policy; liberalization of the Nepalese economy and capital market reforms, factors contributing to competitive business environment in Nepal; constitutional arrangement for economic environment in Nepal.

b. Political-Legal Environment

5 LHs

Political structure in Nepal; political structure of Nepal and business-government relations in different levels of governments; political risks involved with Nepalese political environment; Legal provisions on business start-ups, market regulation, and competitive environment; legislations relating to labour, finance, investment, intellectual property, e-business, and consumer protection.

c. Socio-cultural Environment

5 LHs

Components of socio-cultural environment: shifting marriage age, female education, changing family structure and size, social organizations, class structure and classification, acculturation and assimilation trends in Nepalese society, socio-cultural changes and their influence on business.

d. Technology, Energy Management and Natural Environment

4 LHs

Current status of technology in Nepal, technology transfer issues, IT Policy of Nepal, natural environmental issues, energy situation in Nepal, Natural environment : concept and issues; effects of natural environment in business; environment and energy management issues in Nepal; Artificial intelligence and future of business in Nepal.

e. Global Business Environment and Nepalese Business

6 LHs

Regional grouping of nations, regional trade agreements in South Asia– SAARC, SAPTA, SAFTA and BIMSTEC; Regional grouping related issues of Nepalese

business; Concept of globalization and its trends, foreign direct investment trends and causes for low FDI inflow in Nepal, WTO membership and Nepalese business.

Unit 4: Understanding Business Support Agencies in Nepal

8 LHs

Department of Industry (DoI); Nepal Rastra Bank (NRB); Nepal Chamber of Commerce (NCC); Trade and Export Promotion Centre (TEPC); Federation of Nepalese Chambers of Commerce and Industry (FNCCI); Small and Cottage Industry Development Board (SCIDB); Nepal Trade Information Portal (NTIP); Ministry of Labour, Employment and Social Security; and Ministry of Industry, Commerce, and Supplies.

Suggesting Readings

Francis Cherunilam. Business Environment: Text and Cases. Himalaya Publishing House.

Richard Welford, Richard Starkey. Business and the Environment. Routledge

David P. Baron. Business and Its Environment. Pearson

Legal documents published by Nepal Government. Nepal Law Commission,
<https://lawcommission.gov.np/en/>

RCH 201: Business Research Methods

BIM 6th Semester

*Credits: 3
Lecture Hours: 48*

Course Objectives

This course is an introduction on how to do business research with an emphasis on applied problem solving and report writing. The objective of this course is therefore to provide knowledge and understanding of basic principles of business research methods.

Course Description

The course has a preliminary focus on problem identification, theoretical framework development and hypothesis formulation. The course will then deal with research design issues, measurement, sampling, data collection and analysis. This encompasses the overall understanding and application of appropriate research techniques and research statistics, and report writing and presentation skills.

Course Details

Unit 1: Introduction

8 LHs

Meaning of research; Scientific research-features, Types of research-basic research and applied research; The scientific research process; Paradigm shifts-Positivism vs. interpretivism philosophies; Management research-concept, nature, and value in business decision making; applying scientific thinking to management/business problems; Ethical issues in business research.

Unit 2: Literature Searching and Theoretical Framework

5 LHs

Concept, purposes and steps in literature survey; Literature search through the internet; Theoretical framework; Research problem; Statement of research objectives; Formulation of research hypothesis; Approaches-deduction and induction.

Unit 3: Research Design

5 LHs

Concept of research design; Quantitative research designs -descriptive, correlational, causal-comparative, and experimental; Qualitative research - case study, ethnography and grounded theory.

Unit 4: Measurement, Scaling and Sampling

8 LHs

Variables (independent, dependent and moderating) and measurement scale (nominal, ordinal, interval, ratio); Nature of measurement; Scale construction for attitude measurement; Scales commonly used in business research (rank order rating scale, semantic differential scale, likert scale); Validity and reliability of measurement; Sources of measurement problems; Sampling process; Types of sampling -probability sampling (simple random, systematic, stratified and cluster) and non-probability sampling(convenience, judgmental and quota); Sampling and non- sampling errors; Determination of sample size.

Unit 5: Data Collection and Analysis**12 LHs**

Types of data and their sources-secondary data, advantages and disadvantages of using secondary data; Primary data-sources and methods; Questionnaires-design, components and principles of questionnaire writing; Research interviews- face-to-face and telephone interviews, computer assisted interviewing; Observation-concept and methods; Presenting data in tables, diagrams and graphs, Quantitative data analysis methods - descriptive and inferential statistics; Methods of collecting qualitative data; Qualitative data analysis methods - content analysis, narrative analysis, discourse analysis, grounded theory analysis; Chi-square test for goodness of fit and independence of attributes with examples.

Unit 6: Research Proposal and Report Writing**10 LHs**

Topic selection; Research proposal – purpose, types and structure; Writing research reports -the reporting process, procedure for writing, and style of writing; Typing and layout of the research report; Citations and references by using APA format; Essentials of a good research report.

Suggested Reading

Bryman, A. and E. Bell. *Business Research Methods*. New Delhi: Oxford University Press.

Pant, P. R. *Fundamentals of Business Research Methods*. Kathmandu: Buddha Academic Enterprises.

Zikmund, and G. William. *Business Research Methods*. New Delhi: Thomson India.

Reference Books

Chawla, D. and N. Sondhi. *Research Methodology-Concepts and Cases*. New Delhi: Vikas Publishing House.

Cooper, D. R. *Business Research Methods*. New Delhi: Tata McGraw- Hill Publishing Company Ltd.