

Far Western University
Faculty of Management
Bachelor of Business Studies (BBS) Program

Course Details of BBS Sixth Semester
(Syllabus: BBS 6th Semester)



Office of the Dean
Faculty of Management
Mahendranagar, Kanchanpur
Website: www.facultymanagement.fwu.edu.np
Email: dean.management@fwu.edu.np

2024

Far Western University
Faculty of Management
Syllabus (BBS Sixth Semester)

Course Title:	<i>Business Environment in Nepal</i>	Course Code:	<i>MGT 361</i>
Year:	<i>Third</i>	Level:	<i>Undergraduate</i>
Semester:	<i>VI</i>	Program:	<i>BBS</i>
Credits hours:	<i>3</i>	Lecture hours:	<i>48</i>

Course Objective

The objective of this course is to acquaint students with the components and issues of business environment in which business has to operate. It will familiarize them with the different factors of business environment in the context of Nepal. It also aims at providing some basic knowledge about Asian and global environment pertaining to business.

Course Description

This course aims to enhance understanding of students on the business environment of Nepal and covers the concept of business environment and relevant political-legal, economic, socio-cultural, and technological environmental aspects of Nepal as well brief overview of regional AND global business environment and its impact on Nepalese business and economy.

Learning Outcomes

By the end of this course, students should be able to:

- Understand the concept, characteristics and components of Nepalese business environment
- Understand the nature of the Nepalese economy along with and various issues having a direct or indirect impact on the business environment
- Discuss the components of regulatory, macro-economic, cultural, political, technological and global environments on business enterprise
- Describe the role of different regional and global organizations in the Nepalese economy,

Course Contents

Unit 1: Introduction to Business Environment

LH 6

- 1.1 Concept, characteristics and importance of business environment
- 1.2 Components of business environment: Micro and macro environment
- 1.3 Environment analysis: concept and application in business management

Unit 2: Economic Environment

LH 10

- 2.1 Concept and components of economic environment
- 2.2 Nature and structure of Nepalese economy
- 2.3 Dimensions of Nepalese economy: current trends, major problems and challenges
- 2.3 Nepalese economic policies and reforms: Privatization policy, privatization methods and practices in Nepal, Brief overview of Industrial Policy, trade policy, monetary policy, labor and employment policy, Foreign direct investment policy and Tourism Policy
- 2.4 Liberalization: concept and impact on Nepalese business
- 2.5 Natural Environment and Energy Situation in Nepal

Unit 3: Political Environment

LH 10

- 3.1 Political environment: meaning and components of political environment, business-government relations, Business responsibility to Government and Government responsibility to business
- 3.2 Political risk: meaning and political risk for doing business in Nepal
- 3.3 Evolving role of Federal, Provincial and Local governments in business of Nepal
- 3.4 Impact of Political Environment in Nepalese Business
- 3.5 Current issues in political environment of Nepal

Unit 4: Socio-Cultural Environment

LH 6

- 4.1 Meaning of Socio-cultural Environment
- 4.2 Components of Socio-Cultural Environment
- 4.2 Culture and society of Nepal



4.3 Changing Socio-Cultural trend in Nepal and its impact on business

Unit 5: Technology Environment in Nepal

LH 8

5.1 Meaning and Components of technological environment

5.2 Science and technology policy of Nepal

5.3 Status of technology in Nepalese industries

5.4 Effect of technology in business, technology and human factors

Unit 6: Asian and Global Business Environment

LH 8

6.1 Globalization: Meaning, forms, advantages and disadvantages,

6.2 Impact of globalization in Nepalese business

6.3 SAARC, SAFTA, impact of SAFTA on economy of Nepal

6.4 BIMSTEC; Structure, Role and Impact of BIMSTEC on Nepal

6.5 World Trade Organization (WTO), Nepal's WTO membership and its impact on Nepal's economy

Prescribed Text Books:

Aswathappa, K. *Business environment for Strategic Management*. Himalaya Publishing House.
Pant, P.R. *Fundamentals of Business Environment in Nepal*. Buddha Academic Enterprises,
Kathmandu.

Reference Books:

Bhandari, D.R. *Business Environment in Nepal*. Asmita Books Publisher & Distributors (P) Ltd.,
Kathmandu.

Paul, J. *Business Environment*. McGraw Hill Education, New Delhi



Far Western University
Faculty of Management
Syllabus (BBS Sixth Semester)

Course Title:	<i>Fundamentals of Taxation in Nepal</i>	Course Code:	<i>MGT 363</i>
Year:	<i>Third</i>	Level:	<i>Undergraduate</i>
Semester:	<i>VI</i>	Program:	<i>BBS</i>
Credits hours:	<i>3</i>	Lecture hours:	<i>48</i>

Course Objective

This course aims to provide the students with the knowledge of tax laws and develop in them the basic skills required to solve practical problems regarding Income Tax and VAT and work as tax consultants and tax officers in the business and government sectors.

Course Description

This course is designed to understand and apply the knowledge of taxation in the process of business administration. This course includes conceptual foundation of tax, definition of basic terms under Income Tax Act 2058, classification and status of tax payer, head and sources of income, income from employment, income from business, income from investment, rights of tax authorities, rights and duties of tax payer and value added tax (VAT).

Learning Outcomes

By the end of this course, students should be able to:

- Understand the conceptual foundations of tax and tax system.
- Classify the tax payers and compute tax liability for resident and non-resident person.
- Compute assessable income, taxable income, tax liabilities and tax payable for the income from employment, business and investment.
- Understand of concept of depreciation and compute allowable depreciation, closing depreciation base, and opening depreciation base for next year.
- Explain the concept and structure of revenue administration of Nepal.
- Applying the relevant principles, determine the VAT in Nepalese context.

Course Content

Unit 1: Conceptual Foundation

- 1.1 Meaning and objectives of tax, Canon of taxation, Types of tax (Direct and indirect tax with merits and demerits). LH 6
- 1.2 Historical background of evolution of income tax in Nepal, and features of Income Tax Act 2058.
- 1.3 Definition of basic terms under Income Tax Act 2058.
- 1.4 Heads and sources of income (Employment, Business, Investment, and Casual gain).
- 1.5 Concept of Cash and Accrual basis of accounting.
- 1.6 Concept and registration process for Permanent Account Number (PAN)

Unit 2: Classification and Status of Tax Payer

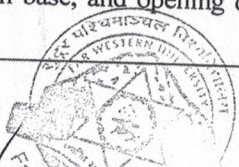
- 2.1 Natural person and entity, Resident and Non-resident person. LH 2
- 2.2 Tax exemption for individual and couple and tax rate.
- 2.3 Computations of taxable income and tax liability for resident and non-resident person.

Unit 3: Income from Employment

- 3.1 Concept of employment and employment income LH 8
- 3.2 Chargeable and Non-chargeable income under the head of employment.
- 3.3 Valuation of perquisites.
- 3.4 Allowable reduction, Exemptions, Tax rates and Tax credit
- 3.5 Computation of Assessable Income, Taxable income, Tax liabilities and Tax payable.

Unit 4: Provision for Depreciation

- 4.1 Concept of depreciation. LH 4
- 4.2 Assets pooling system of depreciation under Income Tax Act 2058
- 4.3 Provision for unabsorbed pollution control cost, research and development cost, and repair and maintenance cost.
- 4.4 Computation of allowable depreciation, closing depreciation base, and opening depreciation base for next year.



Unit 5: Income from Business

LH 14

- 4.1 Concept of business income.
- 4.2 Concept of capital and revenue income and expenses.
- 4.3 Chargeable and Non-chargeable income from business.
- 4.4 Deductible and Non-deductible expenses
- 4.5 Allowable reduction, Exemptions, Tax rates and Tax credit
- 4.6 Business exemption and Concessions.
- 4.7 Computation of Assessable Income, Taxable income, Tax liabilities and Tax payable from sole proprietorship business and profession other than entities.
- 4.8 Set-off and carry forward of business loss, and Capital gain tax

Unit 6: Income from Investment

LH 6

- 6.1 Concept of investment income.
- 6.2 Difference between Investment and Business.
- 6.3 Chargeable and Non-chargeable income from investment.
- 6.4 Deductible and Non-deductible expenses
- 6.5 Allowable reduction, Exemptions, Tax rates and Tax credit
- 6.6 Computation of Assessable Income, Taxable income, Tax liabilities and Tax payable for individual other than entities.
- 6.7 Set-off and carry forward of investment loss.

Unit 7: Revenue Administration

LH 2

- 7.1 Concept and Structure of revenue administration.
- 7.2 Rights and duties of tax authorities: Government of Nepal, Inland Revenue Department (IRD), Director General (DG), Chief Tax Officer and Other officers
- 7.3 Rights and duties of tax payers

Unit 8: Value Added Tax (VAT)

LH 6

- 8.1 Concept, Features, Merits and Demerits of Value Added Tax (VAT)
- 8.2 Origin and evolution of VAT in Nepal
- 8.3 Principles governing VAT, Types of VAT, Methods of computing VAT and Rate of VAT
- 8.4 Concept of VAT invoice and Abbreviated invoice.
- 8.5 Collection, realization and refund of VAT.
- 8.6 Penalties, Action and Appeal.
- 8.7 Computations of Value Added Tax (VAT)

Prescribed Text Books:

- Acharya, D.P., & Mahara, M.S. (Updated Edition). *Taxation in Nepal*. Kathmandu: Advance Saraswati Prakashan Pvt. Ltd.
- Dhakal, K.D., Bhattarai, I., Koirala, G.P., & Bhattarai, R.K. (Updated Edition). *Taxation in Nepal*. Kathmandu: Asmita Books Publishers & Distributors (P) Ltd.
- Government of Nepal, Income Tax Act, 2058 and Income Tax Rules, 2059 (with amendments).
- Government of Nepal, Value Added Tax Act, 2052 and Value Added Tax Rules, 2053 (with amendments).
- Government of Nepal, Budget speech and Finance Act (recent).

Reference Books:

- Khadka, R. *VAT in Nepal*. (Updated Edition), New Delhi: UBS Publisher Distributors Ltd.
- Lekhi, R.K. *Public Finance*. (Updated Edition), New Delhi: Kalyani Publishers.
- Prasad, B. *Direct Taxes: Laws and Practice* (Updated Edition). New Delhi: Vishwa Prakashan.



Far Western University
Faculty of Management
Syllabus (BBS Sixth Semester)

Course Title:	<i>Nepalese Financial System</i>	Course Code:	<i>MGT 365</i>
Year:	<i>Third</i>	Level:	<i>Undergraduate</i>
Semester:	<i>VI</i>	Program:	<i>BBS</i>
Credits hours:	<i>3</i>	Lecture hours:	<i>48</i>

Course Objectives

The objective of this course is to provide knowledge to students about the financial system and its integrated set of sub-systems of financial institutions, markets, instruments, and services which facilitates the transfer and allocation of funds, efficiently and effectively.

Course Description

This course deals with an overview of financial system, foundation of financial system, financial instruments, financial institutions, financial markets, ancillaries' financial services and regulation of Nepalese financial system.

Learning Outcomes

By the end of this course, students should be able to:

- explain the components and structure of Nepalese financial system.
- describe the foundation of Nepalese Financial System.
- understand the essential features of financial instruments available in Nepalese financial system
- explain the role of various financial institution in mobilizing resources in Nepal financial system..
- describe the role and function of different participants of Nepalese financial market.
- Explain the key regulatory bodies of Nepalese financial system which ensures various policies and measures are in place to have a well-functioning financial system in Nepal.

Course Contents

Unit 1: Introduction to Financial System

LH 5

- 1.1 Concept of financial system
- 1.2 Features of financial system
- 1.3 Components of financial system: financial instruments, financial institutions, financial markets, financial services and regulatory framework
- 1.4 Financial system and the economy: types of economic units, role of the financial system in the economy,
- 1.5 Structure of Nepalese financial system and indicators of financial and economic growth in Nepal

Unit 2: Foundations of Financial System

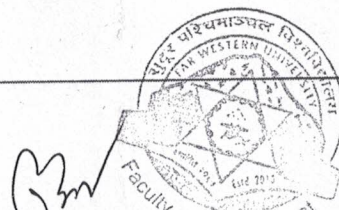
LH 8

- 2.1 Money and payment system: Concept and function of money, concept of money supply, evolution of payment system – from barter system to digital currencies
- 2.2 Interest rate: Loanable funds theory of interest, supply and demand of loanable funds, equilibrium interest rate; determination of interest rate on individual securities; terms structure of interest rate– concept of yield curve, theories of terms structure of interest rate and forecasting future interest rates; concept of base interest rate, interest rate spread and interest rate corridor
- 2.3 Tax system: Concept, types/sources of income and tax rates
- 2.4 Foreign exchange rate: Concept of foreign currency exchange rates, exchange rate system in Nepal, determination of cross exchange rate

Unit 3: Financial Instruments

LH 7

- 3.1 Concept and features of financial assets/instruments
- 3.2 Money market instruments: Concept and types of money market instruments; computation of bond discount yield and bond equivalent yield
- 3.3 Capital market instruments: Concept and types of debt and equity-based securities; concept of hybrid and derivative securities
- 3.4 Financial instruments available in Nepalese financial system



Unit 4: Financial Institutions**LH 8**

- 4.1 Concept of financial institutions
- 4.2 Role of financial intermediaries in the financial system
- 4.3 Depository financial institutions: Concept, functions and classification of depository institutions in Nepal, major products of depository institutions; capital adequacy requirement and onsite and offsite supervision of commercial banks; functions, structure and size of saving and credit cooperatives in Nepal; micro finance in Nepal
- 4.4 Non-depository financial institutions: Concept and types of non-depository institutions; Insurance industry in Nepal- types, structure and role; Mutual funds in Nepal: concept, types, structure, determination of net assets value and holding period return; provision for pension funds, provision for social security and other retirement schemes in Nepal

Unit 5: Financial Markets**LH 8**

- 5.1 Concept, types and functions of financial market
- 5.2 Primary market: concept, functions and participants of primary market; legal provision regarding the issue of shares and debenture in Nepal; process of initial public offerings; public offering through book building method; producers of further public offering and rights issue; application and allotment process of securities in Nepal
- 5.3 Secondary market: Concept, functions and participants of secondary market; securities transaction- basic types of orders, buying, selling and settlement of the transactions; Nepal stock exchange: functions, listing of securities, market index- concept, importance and construction of NEPSE index, float and sensitive index; recent reform in NEPSE; OTC transactions; major indicators of secondary market for securities in Nepal

Unit 6: Ancillaries Financial Services**LH 6**

- 6.1 Investment banks: Concept, functions and structure of investment banking in Nepal
- 6.2 Depository and clearing companies: Concept, function and participants
- 6.3 Credit rating agencies: Concept, functions and credit rating agencies in Nepal
- 6.4 Deposit and Credit Guarantee Fund: Concept and functions
- 6.5 Credit Information Bureau of Nepal: Concept and functions

Unit 7: Regulation of Nepalese Financial System**LH 6**

- 7.1 Need of regulating financial system
- 7.2 Role and power of Nepal Rastra Bank, Insurance Authority and Nepal Securities Board as the regulatory authority
- 7.3 Essential features of NRB Act, Bank and Financial institution Act, Foreign Exchange Act, Bank Offense Act and Anti-money Laundry Act; Insurance Act and Securities Act
- 7.4 Regulation of saving and credit cooperatives in Nepal

Prescribed Text Books:

- Bhole, L.M. (2003). *Financial Institutions and Markets*. New Delhi: Tata McGraw-Hill Publishing Company Limited.
- Paudel, R.B; Baral, K.J.; Joshi, P.R.; Gautam, R.R.; and Rana, S.B. (2022). *Foundations of Financial System in Nepal*. Kathmandu: Asmita Books Publisher and Distributors Private Limited

Reference Books:

- Kohn, M. (2012). *Financial Institutions and Markets*. New Delhi: Tata McGraw Hill Publishing Company Limited.
- Mishkin, Frederic S.; and Eakins, S. G. (2006). *"Financial Markets and Institutions"* Pearson Education.
- NRB. *Quarterly Economic Bulletin and Financial Statistics*. Kathmandu: Nepal Rastra Bank
- Thomas F. Cargill (2017), *The Financial System, Financial Regulation and Central Bank Policy*, Cambridge University Press



Far Western University
Faculty of Management
Syllabus (BBS Sixth Semester)

Course Title:	<i>Business Ethics and Corporate Governance</i>	Course Code:	<i>MGT 367</i>
Year:	<i>Third</i>	Level:	<i>Undergraduate</i>
Semester:	<i>VI</i>	Program:	<i>BBS</i>
Credits hours:	<i>3</i>	Lecture hours:	<i>48</i>

Course Description

This course includes an introduction to business ethics, ethical issues and dilemmas, ethical decision-making, business ethics management, corporate governance and corporate social responsibility of business. This course also covers the business ethics, corporate governance and CSR Practices in Nepalese perspective.

Course Objective

The objective of this course is to make the students conversant with the foundations of business ethics and practices of corporate governance system.

Learning Outcomes

By the end of this course, students should be able to:

- understand the concept of ethics, belief, values, attitude and virtue.
- specify the role and scope of ethics in business.
- explain the consequentialist and non-consequentialist theories of ethics.
- evaluate the ethical issues and dilemmas and recommend measures for resolving ethical issues and dilemmas.
- describe the concept and sectoral issues of business ethics management.
- understand the concept and significance of corporate governance and social responsibility of business.
- identify points of leverage for improving the business ethics, corporate governance and CSR practices in Nepal.

Course Content

Unit 1: Introduction to Business Ethics

LH 10

- 1.1 Concept of ethics
- 1.2 Concept of belief, values, attitude and virtue
- 1.3 Morality: concept, moral standards, moral responsibility and moral reasoning for ethics
- 1.4 Concept of business ethics
- 1.5 The role and scope of ethics in business
- 1.6 Business ethics and law
- 1.7 Ethical theories (consequentialist and non-consequentialist theories)

Unit 2: Ethical Issues and Dilemmas

LH 5

- 2.1 Concept of ethical issues and dilemmas
- 2.2 Types of ethical issues and dilemmas (discrimination, harassment, health and safety in the workplace, corruption and bribery, financial and accounting integrity, technology and privacy practices, product misinterpretation and caveat emptor, unethical advertising and other issues and dilemmas)
- 2.3 Resolving ethical issues and dilemmas

Unit 3: Ethical Decision-Making

LH 5

- 3.1 Concept and components of business ethics management
- 3.2 Ethical importances and ethical issues in HRM, Marketing, consumer protection, production, finance and accounting.
- 3.3 Ethics in environmental issues: environmental phenomena of ethical concern, ethics of controlling environmental pollution and ethics of ecological protection.

Unit 4: Corporate Governance

LH 8

- 4.1 Concept of corporate governance
- 4.2 Need for corporate governance



- 4.3 Scope of corporate governance
- 4.4 OECD principles of corporate governance
- 4.5 Theories of corporate governance (Agency Theory and Stewardship Theory)
- 4.6 Concept of international business ethics
- 4.7 Addressing global ethical issues in business

Unit 5: Corporate Social Responsibility (CRS)

LH 6

- 5.1 Concept of corporate social responsibility
- 5.2 Moral principles of corporate social responsibility
- 5.3 Increasing relevancy of corporate social responsibility
- 5.4 Types and nature of social responsibilities
- 5.5 Carroll's four-part model of corporate social responsibility
- 5.6 Social responsibility and ethics

Unit 6: Business Ethics, Corporate Governance and CSR Practices in Nepal

LH 8

- 6.1 Ethics and ethical standards of Nepalese business firms
- 6.2 Ethical issues and dilemmas in Nepalese business organizations
- 6.3 Protection and promotion of consumer rights in Nepal
- 6.4 Unfair trade practices in Nepal
- 6.5 Corporate social responsibility in Nepal: institutional arrangements, activities, outcomes and reporting social responsibility measures in annual report.

Prescribed Text Books:

Bhanu Murthy, UK (2009). *Politics, Ethics and Social Responsibility of Business*, Pearson Education India.

Mandal, S. K. (2017). *Ethics in business and corporate Governance*, Mc Graw Hill Education (India) Private Limited

Reference Books:

Gopalswamy, N. (1999). *Corporate Governance: A new paradigm*, A H Wheeler Publishing Co Ltd.

Manuel G. Velasquez (2005). *Business Ethics – Concepts and cases*, Pearson Education India.



Far Western University
Faculty of Management
Syllabus (BBS Sixth Semester)

Course Title:	Business Research Methods	Course Code:	MGT 369
Year:	Third	Level:	Undergraduate
Semester:	VI	Program:	BBS
Credits hours:	3	Lecture hours:	48

Course Description

Business research methods for Bachelor of Business Studies aims to enhance understanding of students on the basic principles of research, research and theories and develop skill of students using this knowledge in the different field of business management.

Course objectives

The objective of this course is to provide knowledge and understanding of concept of research, research methodology and this course helps to students for enabling them to identify problems, design research frameworks and collect relevant data and information and analyze them. This course equips students with abilities to conduct independent research and surveys.

Learning outcomes

After studying this course, students will be able to:

- Developing an understanding of the basic framework of research process.
- Understanding the concept, and steps in literature review
- Describe various research designs and techniques.
- Identifying various sources of information for literature review and data collection.
- Explain the scales that can be used in the research process
- Describe types of sampling and differentiate the probability sampling from the nonprobability sampling
- Interpret and summarize data in terms of descriptive and inferential statistics
- Enable to prepare a research proposal and research report

Unit I: Introduction

LH 6

- 1.1 Concept and nature of research
- 1.2 Types of research (pure vs applied and quantitative vs qualitative)
- 1.3 Approaches of research
- 1.4 Scientific research: meaning and process
- 1.5 Management research: meaning, types and value of research for managerial decision making
- 1.6 Ethical issues in management research.

Unit 2: Literature Review and Problem Definition

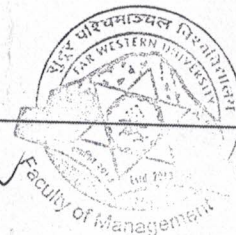
LH 8

- 2.1 Literature review: concept, purpose and importance of literature review; Process of literature review (locating, obtaining, reading and evaluating);
- 2.2 Sources of literature, literature search through internet; format and guideline for the presenting of literature
- 2.3 Research problem: Defining the Research problem, Problem identification process
- 2.4 Research questions: concept and types; Theoretical framework: concept, Theory and research (deduction and induction);
- 2.5 Hypothesis: concept, types, role of hypothesis in research, criteria of good hypothesis.

Unit 3: Research Design

LH 8

- 3.1 Meaning of Research Designs: meaning, Nature and Classification of Research Designs (Exploratory research design, Descriptive Research Designs development research design, explanatory research design, Experimental Designs, Research Designs, case study)
- 3.2 Qualitative research: concept, Features of Qualitative research, Design of Qualitative research.



Unit 4: Measurement Scaling and Sampling**LH 10**

- 4.1 Variables: meaning and types; Measurement scales: meaning, Need for scaling, Types of scales (nominal, ordinal, interval, ratio), rating and ranking scales, Attitude scales commonly used in business research
- 4.2 Reliability and validity of scales
- 4.3 Sampling: meaning, purpose Sampling Process, Sampling Designs, types of sampling(probability and non-probability), Sampling errors.

Unit 5: Data Collection and Analysis**LH 10**

- 5.1 Meaning of data, sources of data, considerations for data collection, Method of Data Collection: questionnaires (types, advantages and disadvantages, consideration for questionnaire designing, components of questionnaire) interview (types, advantages and disadvantages) and observation (types, advantages and disadvantages)
- 5.2 Data analysis: Data processing, Presenting data in graphs and tables, Statistical analysis of data Descriptive and inferential statistics, Interpretation of data.

Unit 6: Research Proposal Writing and Research Report**LH 6**

- 6.1 Research proposal: concept and components of research proposals
- 6.2 Research report: Concept of research report, contents of research report, Procedure for writing research report;
- 6.3 Style of referencing (APA format)

Prescribed Text Books:

Pant, P. R. Business Research Methods. Buddha Academic Enterprises, Kathmandu.
Sekaran, U. Research Methods for Business: A Skill Building Approach. Wiley, New Delhi.
Zikmund, W. G. Business Research Methods. Thompson, New Delhi.

Reference Books:

Adhikari, D. R. and Pandey, D. L. Research Methodology for Management. Asmita Books Publishers & Distributors (p) Ltd.
Bryman, A and Bell, E. Business Research Methods. Oxford University Press, New Delhi
Cooper, D. R. and Schindler, P. S. Business Research Methods. Tata McGraw Hill, New Delhi. Flick, U. An Introduction to Qualitative Research. Sage South Asia Edition New Delhi.

