

Programme Project Report (PPR)

Certificate in Finance (ODL Mode)

1. Programme Mission & Objectives

- **Mission:** To provide foundational knowledge in finance and financial management through flexible Open & Distance Learning.
- **Objectives:**
 - Introduce learners to basic concepts of financial systems, accounting, and investment.
 - Build competence in personal finance, corporate finance, and financial decision-making.
 - Prepare learners for entry-level roles in banking, finance, and business support.
 - Encourage entrepreneurial thinking and financial literacy.

2. Programme Outcomes

- Learners will understand the fundamentals of finance and accounting.
- Graduates will be able to assist in financial planning, budgeting, and investment analysis.
- Learners will gain confidence to pursue higher studies or professional diplomas in finance.

3. Target Learners

- **Eligibility:** 10+2 or equivalent.
- **Profile:** Students, working professionals, entrepreneurs, small business owners.
- **Special Focus:** Learners seeking short-term certification to enhance employability in finance-related fields.

4. Programme Structure

Duration: 6 Months (1 Semester)

Credits: 20

Sr. No.	Paper Code	Title	Credits	End Term	Mid Term	Total
1.	C26-FIN-101/ MBAD-104	Financial Accounting	4	70	30	100
Any four of the following:						
2.	C26-FIN-102/ MBADFM-301	Quantitative Analysis For Financial Decision Making	4	70	30	100
3.	C26-FIN-103/ MBADFM-302	Foreign Exchange Management	4	70	30	100
4.	C26-FIN-104/ MBADFM-303	Financial And Commodity Derivatives	4	70	30	100
5.	C26-FIN-105/ MBADFM-304	Banking And Financial Services	4	70	30	100
6.	C26-FIN-106/ MBADFM-306	Security Analysis	4	70	30	100

5. Instructional Design

- **Self-Learning Materials (SLM):** Concise modules in print and digital formats.
- **Multimedia:** Recorded lectures, webinars, podcasts.
- **Assignments:** Case studies, financial statement analysis, budgeting projects.
- **Learner Support:** Online forums, counseling, peer interaction.

6. Admission & Evaluation

- **Admission:** Online application via ODL portal.
- **Evaluation:**
 - Internal Assessment (30%) – assignments, quizzes, projects.
 - End-Term Exam (70%) – proctored online/offline.
- **Certification:** Certificate awarded upon completion of all credits.

7. Faculty & Resources

- **Faculty:** Finance experts, chartered accountants, and industry professionals.
- **Resources:**

- Access to financial tools (Excel, Tally basics, online finance simulators).
- Library support (e-books, journals, case studies).
- LMS for online learning.

8. Cost Estimate

- Affordable fee structure.
- Scholarships and concessions for disadvantaged learners.
- Budget allocation for faculty, technology, and learner support.

9. Quality Assurance

- Curriculum updated regularly with industry standards.
- Feedback from learners and employers.
- Monitoring by Centre for Distance Education.
- Compliance with UGC-DEB guidelines.