

**DEPARTMENT OF COMMERCE**  
**CERTIFICATE COURSE ACADEMIC**  
**YEAR**  
**2021 -2022**



**GOVERNMENT DEGREE COLLEGE**  
**PALAKONDA**  
**PARVATHIPURAM MANYAM DISTRICT**

# **BROCHURE**



## **GOVERNMENT DEGREE COLLEGE PALAKONDA-532440**

**Affiliated to Dr.B.R.Ambedkar University Srikakulam  
Parvathipuram Manyam District, Andhra Pradesh**

Duration of the  
Course: 40 hrs.  
1<sup>ST</sup> December 2021  
To  
15<sup>th</sup> January 2022

### **CERTIFICATE COURSE ON FORMS OF BUSINESS**



#### **Instructions to the Students:**

- 75% course attendance compulsory to get the certificate.
- Student who will get 40% of marks in the examination and they will eligibility to get certificate.

Organized by  
Department of  
**Commerce**

#### **Faculty Information:**

Smt.P.Rajyalakshmi  
Sri.T.Parvateeswararao  
Sri.V.Phalguna Rao

Further Information, Contact  
P.Rajyalakshmi  
Course coordinator,  
Department of Commerce

## PERMISSION LETTER

### PROPOSAL LETTER

To  
The Principal,  
Govt. Degree College- Palakonda,  
Parvathipuram Manyam District.

palakonda  
15-10-2022

Respected Sir,

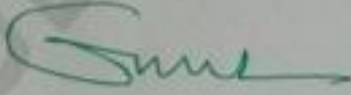
We the Lectures<sup>✓</sup> in Commerce, Smt.PALLA RAJYALAKSHMI submits that we would like to conduct a 45 days duration certificate course on " FORMS OF BUSINESS " for II<sup>nd</sup> and IV<sup>th</sup> semester students.Hence we humbly request you to accord permission to initiate the certificate course in our Department of Commerce.

Thanking you Sir

Yours Faithfully

P. Rajyalakshmi  
15/10/22

LECTURER  
GOVT. DEGREE COLLEGE  
PALAKONDA  
PARVATHIPURAM MANYAM DIST

  
PRINCIPAL  
GOVT. DEGREE COLLEGE  
PALAKONDA  
Parvathipuram Manyam District

## CIRCULAR

### CIRCULAR

Date: 18/11/2021

The Department of Commerce is planning to organize Certificate Course on FORMS OF BUSINESS. Hence, interested Candidates are advised to intimate the Head of the department, Smt.PALLA RAJYALAKSHMI or Other lecturer in Commerce Department. In this regard the registration fee is free. After completion of this course, they will be given an Offline certificate those are secured 50% in final assessment.

I BCOM:

P. Ragh

II BCOM:

P. Ragh

III BCOM:

Y. phalgun

Gnu

PRINCIPAL  
GOVT. DEGREE COLLEGE  
PALAKONDA  
Parvathipuram Manyam Dist.

DEPARTMENT OF COMMERCE  
FORMS OF BUSINESS  
(Total hours of teaching – 40 hrs.)  
STARTING FROM 1-12-2021 TO 15-01-2022

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**Learning Outcomes:**

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

- IDENTIFY DIFFERENT FORMS OF BUSINESS ORGANISATION
  - EXPLAIN FEATURES, MERITS AND LIMITATIONS OF BUSINESS
  - DIFFERENT FORMS OF BUSINESS ORGANISATIONS
  - DISTINGUISH BETWEEN VARIOUS FORMS OF ORGANISATIONS
  - DISCUSS THE FACTORS DETERMINING CHOICE OF AN APPROPRIATE FORM OF BUSINESS ORGANISATION.
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**Unit-1**

1. INTRODUCTION OF BUSINESS
2. FEATURES OF BUSINESS
3. MERITS AND DEMERITS OF BUSINESS
4. CLASSIFICATION OF BUSINESS

**Unit-2**

1. SOLE PROPRIETORSHIP MEANING
2. FEATURES OF SOLE PROPRIETORSHIP
3. ROLE OF SOLE PROPRIETOR IN THE BUSINESS
4. MERITS AND DEMERITS OF SOLE PROPRIETORSHIP

**Unit-3**

1. PARTNERSHIP DEFINITION
2. PARTNERSHIP ACT, 1932
3. TYPES OF PARTNERS
4. MERITS AND DEMERITS OF PARTNERSHIP

**Unit-4**

1. CO – OPERATIVE SOCIETIES MEANING
2. CO – OPERATIVE SOCIETIES 1950
3. RESPONSIBILITIES OF CO – OPERATIVE SOCIETIES

Students enrolled 53  
Forms of Business.

S.No.	Register Number	Name	Sign
1	1900861008	Dola. Ramesh	D. Ramesh
2	1900861033	P. Sai	P. Sai
3	1900861010	G. Sukanya	G. Sukanya
4	1900861012	G. Sowjanya	G. Sowjanya
5	1900861045	T. Bharathi	T. Bharathi
6	1900861023	M. Aruna	M. Aruna
7	1900861013	K. Venugopal	K. Venugopal
8	1900861014	B. Lakshmi	B. Lakshmi
9	1900861018	B. Kisan	B. Kisan
10	1900861028	P. Ankitha	P. Ankitha
11	1900861015	B. Sowjanya	B. Sowjanya
12	1900861019	B. Pavani	B. Pavani
13	1900861017	K. Someswara Rao	K. Someswara Rao
14	1900861023	P. Sai	P. Sai
15	1900861022	M. Sai Kumar	M. Sai Kumar
16	1900861016	K. Nanda Kumar	K. Nanda Kumar
17	1900861021	K. Vani	K. Vani
18	1900861020	S. Vasantha	S. Vasantha
19	1900861024	G. Sravani	G. Sravani
20	1900861025	T. Lakshmi	T. Lakshmi
21	1900861029	M. Tejeswari	M. Tejeswari
22	1900861031	B. Nismala	B. Nismala
23	1900861030	N. Swathi	N. Swathi
24	1900861028	S. Susheela	S. Susheela
25	1900861027	S. Mahesh	S. Mahesh
26	1900861026	Bhavanivara Prasad	Bhavanivara Prasad
27	1900861039	B. Janakirao	B. Janakirao
28	1900861038	B. Srinu	B. Srinu
29	1900861040	U. Adinayana	U. Adinayana
30	1900861041	B. Praveen Kumar	B. Praveen Kumar

① FORMS of Business 01/12-2021 TO 15-01-2022

NAME OF THE INSTITUTE

PUPILS ATTENDANCE REGISTER

ALL ADMISSION NUMBER ಎಲ್ಲಾ ಅಧ್ಯಯನ ಸಂ. No.	NAME OF THE STUDENT ಅಧ್ಯಯನಿ ಸಹಿ	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	D. Ramesh	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	P. Sai	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	G. Sreerange	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	G. Sowjanya	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	T. Bhatathi	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	A. Aruna	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	K. Venugopal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
8	B. Lakshmi	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	B. Kiran	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	P. Ankitha	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	B. Sowjanya	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	B. Payani	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	K. Somenjasthara	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	P. Sai	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	M. Sai Kumar	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	K. Nanda Kumar	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	K. Nani	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	S. Vasanth	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	G. Sravani	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	T. Lakshmi	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	M. Tejaswini	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
22	B. Nijimada	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
23	N. Swathi	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
24	S. Sudeepa	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
25	S. Suresh	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
26	B. Sriya	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
27	K. Ishani Prakash	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
28	G. Aruna	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
29	B. Sai Prakash	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
30	B. Preveen Kumar	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

FOR THE MONTH OF Dec

Section :  
Place :

No. of Working days	Average Attendance during the month	No. on Roll during month
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		

Signature of the Class Teacher

No. on Roll at the Beginning of month

Admitted during the month

Left No. on roll at end of month

No. of Working days


Average Attendance during the month

No. on Roll during month







**CERTIFICATE**

 **GOVERNMENT DEGREE COLLEGE**  
**PALAKONDA**  
**PARVATHIPURAM MANYAM DISTRICT - 532440**

**Participation Certificate**

This is to Certify that K. Venugopal Naidu Studying in  
G. D.C. Palakonda Class III B. Com  
Certificate Course on  
has Participated in Forms of Business Completion on 10-01-2022

  
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Parvathipuram Manyam Dist.

 **GOVERNMENT DEGREE COLLEGE**  
**PALAKONDA**  
**PARVATHIPURAM MANYAM DISTRICT - 532440**

**Participation Certificate**

This is to Certify that D. Ramesh Studying in  
G. D.C. Palakonda Class III B. Com  
Certificate Course on  
has Participated in Forms of Business Completion on 10-01-2022

  
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PALAKONDA  
Parvathipuram Manyam Dist.



GOVERNMENT DEGREE COLLEGE  
PALAKONDA



PARVATHIPURAM MANYAM DISTRICT - 532440

Participation Certificate

This is to Certify that G. Sowjanya Studying in

G.D.C. Palakonda Class III B. Com

Certificate course on

has Participated in Forms of Business Competition on 10-01-2022

  
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PALAKONDA  
Parvathipuram Manyam Dist.