



COURSE NAME: BACHELOR OF BUSINESS ADMINISTRATION

Self-Learning Course:

Subject	Semester	Credit	Ext =Tot	Subject Code
Company Organisation	V	5	100 = 100	U1BASL51

Self-Learning Course

V – Semester

COMPANY ORGANISATION

Credit: 5

Subject Code: U1BASL51

Total marks 100

Unit – I

Company – Meaning- Definition- Features- Private company- Meaning- Privileges of Private company- Public company- Meaning- Differences between a Private Company and a Public company.

Unit – II

The Promoter- Functions of a Promoter- Important Documents of the Company- Memorandum of Association- Meaning- Contents- Articles of Association- Meaning- Contents- Prospectus- Meaning- Contents.

Unit – III

Directors- Meaning- Qualification and Disqualification of Directors- Appointment of Directors- Position of Directors- Removal of Directors- Powers, Duties, and Liabilities of Directors.

Unit – IV

Company Meetings- Meaning- Features- Types of Meetings- Essentials of a Valid Meeting: Notice- Agenda- Quorum- Motion- Minutes- Resolution(Meaning only)- Chairman- Powers and Duties of Chairman.

Unit – V

Winding up of Companies- Meaning- Methods of Winding up: Compulsory Winding up- Member's Voluntary Winding up- Creditor's voluntary Winding up- Winding up subject to the supervision of the court.

Text book:

- 1) Company Organisation – Dr. V.M. Selvaraj, Bavani Publications, 2012.

Reference Book:

- 1) Company Organisation – Kathiresan and Thirunavukkarasu.
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