

THIRD YEAR

## (a) Obligatory subjects

## 1. French, or Spanish, or German,

continuation of work in preceding years with introduction of commercial correspondence, and study of commercial documents and matters of commercial interest.

## (b) Four 3-hour courses, or their equivalent, to be chosen from the following:-

## 2. Accountancy,

theory of balance sheet; corporation finance; accounting for Export houses; cost accounting, general considerations and advantages of cost systems.

## 3. Business Organization and Industrial Organization, 1/2 course,

origin, growth, and classification of business organization; tests of efficiency in business organization; social and economic and legal aspects in the following types of organization: Single Proprietorship; Partnership; Joint-Stock Company; Corporation; Agreements, Pools, Kartells; Simple Business Trusts; Combination Trusts; Community of Interest organizations; Securities-Holding Organization, Amalgamations, and Mergers. Launching of an industrial enterprise; Planning of a Factory; purchase and control of raw materials; labour and its control; wage systems; welfare work; reorganization of a factory; the committee system; the location of industries; principles of management; types of management; departmental relations; standardization and equipment; standardized operations; written standard-practice instructions; adequate records; efficiency rewards.

## 4. Economics and Economic Geography,

Economics of distribution, with special reference to profits and wages; efficiency of labour, as influenced by wages, hours and conditions; efficiency of organization; fair and unfair competition; trusts, cartells and associations; labour combinations; employers' associations; modern developments in relations of capital and labour; economic effects of Acts of Government. Geography: distribution of population and localisation of industry outside of Canada; main trade routes of the world. (This course is given to the combined Third and Fourth years every second year, alternating with the course on Economics and Economic History)

## 5. Mathematics, Honour course,

both this and 5a must be taken by those who want to take Actuarial Mathematics in 4th Year.

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