FYUGP CURRICULAR FRAMEWORK FOR BACHELORS PROGRAMME WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR

SEMESTER	COURSE CODE	TYPE OF COURSE	TITLE OF COURSE	CREDITS	
				THEORY	TUTORIAL
I	AAT122J	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** FUNDAMENTALS OF ACCOUNTING	4	2
II	AAT222J	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** PARTNERSHIP ACCOUNTING	4	2
III	AAT322J	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** INCOME TAX LAW & PRACTICE -1	4	2
IV	AAT422J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** HIGHER ACCOUNTING	3	1
	AAT422J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** INCOME TAX LAW & PRACTICE - II	4	2
	AAT422J3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** COMPANY LAW	4	2
V	AAT522J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** CORPORATE ACCOUNTING-I	3	1
	AAT522J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** INCOME TAX LAW & PRACTICE - III	4	2
	AAT522J3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** AUDITING	4	2
VI	AAT622J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** CORPORATE ACCOUNTING-II	3	1
	AAT622J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** COST ACCOUNTING-I	4	2
	AAT622J3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** ADVANCED AUDITING	4	2
FOR FYUGP HONOURS					
VII	AAT722J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** GOODS AND SERVICES TAX-I	3	1
	AAT722J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** CUSTOMS LAW AND PRACTICE	4	2
	AAT722J3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** COST ACCOUNTING-II	4	2
VIII	AAT822J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** GOODS AND SERVICES TAX-II	3	1
	AAT822J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** ACCOUNTING SOFTWARE - TALLY _ ERP-9	4	2
	AAT822J3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** ACCOUNTING THEORY	4	2
FOR FYUGP HONOURS WITH RESEARCH					
VII	AAT722J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** GOODS AND SERVICES TAX-I	3	1
	AAT722J2	CT-2	**COMMERCE: ACCOUNTING & TAXATION:** CUSTOMS LAW AND PRACTICE	4	2
	AAT722RJ3	CT-3	**COMMERCE: ACCOUNTING & TAXATION:** RESEARCH METHODOLOGY	4	2
VIII	AAT822J1	CT-1	**COMMERCE: ACCOUNTING & TAXATION:** GOODS AND SERVICES TAX-II	3	1
	AAT822P	PROJECT	**COMMERCE: ACCOUNTING & TAXATION:** PROJECT WITH DISSERTATION	-	12

HEAD OF THE DEPARTMENT / CONVENOR BOUGS

COMMERCE: ACCOUNTING & TAXATION

SEMESTER – 1st	*MAJOR COURSE*
ATT122J: FUNDAMENTALS OF ACCOUNTING (ACCOUNTING & TAXATION - COMMERCE)	**CREDITS: THEORY: 04 PRACTICAL / TUTORIAL: 02**

Course Description:

This course is designed to provide the basic understanding, knowledge and perspective of Accounting Fundamentals that business organizations use and apply to record, analyze, and interpret the business transactions and help them in the decision making. The course covers Accounting Principles, Concepts, Conventions and basis of accounting; and, also, acquaint the students with the preparation of Subsidiary-books, Trail Balance, Bank Reconciliation Statement, Financial Statements and treatment of Depreciation. Moreover, to keep the students abreast about the use of the computer-technology in the field of accounting, the course also includes the application of Accounting Software/s in the preparation of Subsidiary Books and Financial Statements.

Course Objectives:

The broad course objectives are the following:

1. *To enable the learners to have full understanding of basic Accounting Concepts and Conventions, and make them understand different Subsidiary Books, posting of Journal to Ledger, preparation of Trial Balance and rectification of errors.*
2. *To make the student understand how the Bank Reconciliation Statement is prepared and how accounting for Depreciation and Valuation of Inventory is done.*
3. *To enable the students, acquire the knowledge of Computerized Accounting like Tally and generating reports of Ledger, Trial Balance and Financial statements.*

Learning Outcome:

After going through this course, the students are expected to have a clear understanding, knowledge and application of the Accounting skills as used in the business organizations.

Curriculum Details:

Unit – I

Theoretical Framework: The nature of financial accounting principles –Accounting: Principles, Concepts: Conventions. Bases of Accounting; Cash bases and Accrual bases, Accounting equation.

Identification of Financial Transactions; Source Documents, Journalizing, Rules of Debit and Credit,

(Knowledge, Comprehension and Skill)

Unit – II

Secondary Books: Purchase Book, Purchase return Book, Sales Book, Sales Return Book, Cash Book, Petty Cash Book, Ledger, types of Ledgers, posting of transactions to Ledger, balancing of ledger.

Trail Balance, Rectification of Errors, Classification of Errors, Location of Errors, Suspense Account, Closure of temporary accounts, Prepare post-closing trail balance, post reversing entries.

(Knowledge, Comprehension and Skill)

Unit – III

Bank Reconciliation Statement: Meaning and Importance BRS, Types of BRS.

Depreciation Accounting, Depreciation and Amortization, Methods used to calculate Depreciation and Valuation of Inventory.

(Knowledge, Comprehension and Skill)

Unit-IV)

Accounting of Accruals and Deferrals: Preparation of Financial Statements, Post Adjusted Trail Balance, Trading Account, Profit and Loss Account, and Balance Sheet.

(Knowledge, Comprehension and Skill)

Unit -V and Unit – VI (Tutorial/Practical) Continuous Assessment

Computerized Accounting Systems

Tally: Creating a Company; Configure and Features settings; Creating Accounting Ledgersand Groups; Creating Stock Items and Groups; Vouchers Entry

Generating Reports - Cash Book, Ledger Accounts, Trial Balance, Profit and Loss Account, Balance Sheet.

Note: The Teacher shall give assignments from the above topics to the students and students shall submit report for evaluation by the concerned teacher.

(Knowledge, Comprehension and Skill)

Suggested Readings:

- P.C. Tulsian, Financial Accounting, Tata McGraw Hill, New Delhi.
- A. K. Bhattacharyya, Financial Accounting for Business Managers, Prentice-Hall, New Delhi.
- S. A. Mccrary, Mastering Financial Accounting Essentials: The Critical Nuts & Bolts, John Wiley & Sons, Inc. New Jersey.
- J. J. Lerner, Bookkeeping & Accounting, McGrawhill, New York.
- S. N. Maheshwari, Financial Accounting, Vikas Publication, New Delhi.
- R.L. Gupta and V. K. Gupta, Principles and Practice of Accountancy Sultan Chand and Sons, New Delhi.
- J.R Monga, Basic Financial Accounting, Mayur Paper backs, Darya Gang New Delhi.

Note: Latest edition of text books may be used

FYUGP CURRICULAR FRAMEWORK FOR BACHELORS PROGRAMME WITH FINANCE (COMMERCE) AS MINOR

SEMESTER	COURSE CODE	TYPE OF COURSE	TITLE OF COURSE	CREDITS	
				THEORY	TUTORIAL
I	**FIN122N**	**CT-1**	**COMMERCE: FINANCE:** INDIAN FINANCIAL SYSTEM	**4**	**2**
II	**FIN222N**	**CT-1**	**COMMERCE: FINANCE:** FINANCIAL SERVICES	**4**	**2**
III	**FIN322N**	**CT-1**	**COMMERCE: FINANCE:** CORPORATEFINANCIAL ANALYSIS & REPORTING	**4**	**2**
IV	**FIN422N**	**CT-1**	**COMMERCE: FINANCE:** BUSINESS ECONOMICS	**3**	**1**
V	**FIN522N**	**CT-1**	**COMMERCE: FINANCE:** CORPORATE FINANCE	**3**	**1**
VI	**FIN622N**	**CT-1**	**COMMERCE: FINANCE:** CORPORATE GOVERNANCE	**3**	**1**
VII	**FIN722N**	**CT-1**	**COMMERCE: FINANCE:** ENTREPRENEURSHIP & START-UPS	**3**	**1**
VIII	**FIN822N**	**CT-1**	**COMMERCE: FINANCE:** COMMERCIAL BANKING & CREDIT APPRAISAL	**3**	**1**

HEAD OF THE DEPARTMENT / CONVENOR BOUGS

COMMERCE: FINANCE

SEMESTER – 1st	***MAJOR COURSE***
FIN122N: COMMERCE - FINANCE **INDIAN FINANCIAL** SYSTEM	**CREDITS: THEORY: 04 PRACTICAL / TUTORIAL: 02**

Course Description:

The course covers the entire gamut of Indian Financial system such as Financial Instruments, Financial Markets, Financial Institutions and Financial Services. It also highlights how important the efficient financial system is for the economic growth & development.

Objectives:

This course is aimed with the following specific objectives:

- *To build conceptual understanding about various aspects of a financial system with particular reference to Indian Financial System;*
- *To grasp mechanics of various financial instruments, financial services and institutions;*
- *To understand mechanism of various types of financial markets.*

Learning Outcomes:

After going through this course, the students are expected to:

- *Have a thorough understanding of the rationale and significance of a financial system in supporting the acceleration of economic growth and development.*
- *Have an understanding of different of different money market instruments and how each of the segments of this market operates.*
- *How primary and secondary capital markets in India operate?*
- *How to invest directly or indirectly in the capital market?*

Curriculum Details

Unit- I:

Financial Systems: Significance, Functions and structure of financial system, Indian financial system, Financial Dualism, Financial Sector reforms, SEBI, Role & its Functions; Financial instruments, Debentures, Shares, ADRs, GDRs and ECBs. Derivative trading – Futures & options contracts.

Unit -II:

Money Market: Meaning and Functions, Constituents of Money Market: Call Money Market, Treasury Bill Market, Certificate of Deposit Market, Commercial Bills Market and Commercial Paper Market. Method of Auction of Treasury bills, RBI's Negotiated Dealing System, CCIL and its role as inter-bank market maker, FIMMDA and its role in money market.

Unit -III

Capital Market : Structure and Functions of Capital Market; Primary Market its role & Functions, Methods of selling securities in Primary Market, SEBI Guidelines for different types of issues, procedures for Pricing of new issues, Appointment & role of Merchant Bankers, Underwriters, Lead Managers, Brokers, Bankers & Registrars, Allotment of shares, Secondary Market stock exchanges. Types of stock exchanges, Listing & De-listing of securities. Screen based Trading System and Settlement.

Unit -IV

Financial Institutions: RBI; Commercial Banks; Developmental Financial Institutions; Fee Based Financial Services, Fund Based Financial Institutions.

Unit-V and Unit–VI (Tutorial/Practical)

Review of Offer Document, Analysis of Public Issues and Analysis of Monthly Monetary Policy of RBI.

Analysis of Indian Stock Markets. Assignment on new developments in the Indian Stock Market. Analysis of Bull and Bear Market Phases.

Note: The Teacher shall give assignments from the above topics to the students and students shall submit report for evaluation by the concerned teacher.

SUGGESTED READINGS:

- Pathak, Bharti, The Indian Financial System, 2nd Edition, Pearson Education, India 2008
- Khan, M. Y. Indian Financial System, Tata McGraw Hill New Delhi.
- Bhole, L. M., Indian Financial System, Tata McGraw Hill New Delhi.
- Bhole, L. M., Financial Institutions & Markets Structure, Growth & Innovations, Tata McGraw Hill New Delhi.
- Varshney, Indian Financial System Sultan P.N. Chand & Sons, New Delhi.
- Desai, Vasant, The Indian Financial System, Himalaya Publishing House, New Delhi.

COMMERCE: FINANCE

SEMESTER– 1st to 3rd	*MULTI-DISCIPLINARY*
FIN022I: INTRODUCTION TO FINANCE (COMMERCE)	**CREDITS: 3**

Course Description:

This course describes three basic forms of business organisation and the sources of finance to these business entities. Besides, it introduces the students to the subject matter of investments with a focus on different investment alternatives available to the investors in India.

Course Objectives:

- To introduce the students to different forms of business organisations.
- To develop a comprehensive understanding of the different sources of finance available to business firms.
- To explain the significance of different financial statements and how these are prepared.
- To educate about the whole of spectrum of investment alternatives.

Learning Outcomes

After going through this course, the students are expected to:

- Have a fair understanding of different forms of business originations.
- Have a good understanding of various types and sources of finance.
- Have a fair understanding of fundamentals of investment.

Curriculum Details

Unit I:

Forms Business Organisations, special features of Sole Proprietorship, Partnership firms and Joint Stock Companies. Public Limited Companies; Private Limited Companies; Public Sector Undertakings. Public Finance and Private Finance, Finance Function; Sources of Business Finance; Term Loans and Cash Credit Limit.

Unit II:

Long Term Finance: Shares, Preference Shares, Features and types of Preference shares; Equity Shares: Features and Types of Equity Shares. Debentures: Features and Types of Debentures, Warrants, SPNs.

Unit III:

Investment Alternatives: Investment, Speculation & Gambling; Investment Alternatives; Criteria for evaluating an Investment Avenue. Comparative Analysis of Financial Investments; Equity Shares, ADRs, GDRs & IDRs; Debentures; Deposits; Life Insurance; Bullion Market.

Suggested Readings:

- M. Y. Khan, Indian Financial System, Tata McGraw Hill New Delhi.
- Arthur J. Keown, John. D. Martin, J. William Pitty, Foundations of Finance, Pearson, New York.
- Pamela, P. Drake & Frank, J. Fabozzi, The Basics of Finance: An Introduction to Financial Markets, Business Finance, & Portfolio Management, John Wiley & Sons, New Jersey.
- Jonathan, Berk& Peter Demarzo. Corporate Finance, Pearson, New York.

1st SEMESTER
SKILL ENHANCEMENT COURSE (SEC)

COM122S: PERSONAL SELLING AND SALESMANSHIP

Credits: 4 (Theory: 2; Practical:2)

Objective: *The purpose of this course is to familiarize the students with the fundamentals of personal selling and the selling process; to understand selling as a career option and how to be a successful salesman.*

Part-I: Theory: 30 Marks

Unit-1

Introduction to Personal Selling: Nature and importance of personal selling, myths of selling, Difference Between Personal Selling, Salesmanship and Sales Management, Characteristics of a good salesman, types of selling situations, types of salespersons, Career opportunities in selling, Measures for making selling an attractive career.

Unit-II

Buying Motives: Concept of motivation, Maslow's theory of need hierarchy; Dynamic nature of motivation; Buying motives and their uses in personal selling.

Selling Process: Prospecting and qualifying; Pre-approach; Approach; Presentation and demonstration; Handling of objections; Closing the sale; Post sales activities.

Part-II: Practical/Tutorials: 30 Marks

Unit-III & Unit-IV

1. Preparation of:
    a. Sales Report & Documents
    b. Sales Manual
    c. Order Book/Sales Book
    d. After sale services report
2. Demonstration of product; handling of customer complaints and closing of sale.

Suggested Readings:

1. *Spiro,* Stanton, *and Rich, Management of the Sales force,* McGraw Hill.
2. Rusell, F. A. Beach and Richard H. Buskirk, *Selling: Principles and Practices,* McGraw Hill
3. Futrell, Charles, *Sales Management: Behaviour, Practices and Cases.* The Dryden Press.
4. Still, Richard R., Edward W. Cundiff and Norman A. P. Govoni, *Sales Management: Decision Strategies and Cases,* Prentice Hall of India Ltd., New Delhi,
5. Johnson, Kurtz and Schueing, *Sales Management,* McGraw Hill
7. Kapoor Neeru, *Advertising and personal Selling,* Pinnacle, New Delhi.

COMMERCE: ACCOUNTING & TAXATION

SEMESTER – II	*MAJOR COURSE*
AAT222J: PARTNERSHIP ACCOUNTING (ACCOUNTING & TAXATION - COMMERCE)	**CREDITS: THEORY: 04 PRACTICAL / TUTORIAL: 02**

Course Description

The course in designed to familiarize the students with the different facets, perspectives and methods of Partnership Accounting that partnership firms use and apply to record, organize and interpret their business transactions. Along with divulging the theoretical framework of partnership accounting, it sheds light on the various characteristics and features of partnership firms provided in the relevant laws of Partnership firm. This course makes an endeavor to make the students understand the impact and implications of admission, retirement and death of a partner on profit sharing ratios, goodwill, accumulated profits etc. This course also covers other vital topics of partnership accounting such as dissolution, insolvency, sale and amalgamation of partnership firms.

The broad course objectives are the following:

1. *To enable the learners to have an understanding of accounting for partnership, preparation of profit and loss appropriation account, treatment of Goodwill and preparation of revaluation account and balance sheet.*
2. *To enable learners, understand the effect of admission of a partner on profit sharing ratio, accumulated profits and losses and make them understand various implication of retirement and death of a partner.*
3. *To enable the students, understand the effect of dissolution of partnership on settlement of accounts and make the learn the treatment of insolvency, sale and amalgamation of partnership firms.*

Learning Outcome

After going through this course, the students are expected to develop a Clear understanding, knowledge and application of the skills in the field of Partnership Accounting.

Curriculum Details

UNIT-I

Accounting for Partnership Firms: Partnership: features, Partnership Deed, Provisions of the Indian Partnership Act 1932 in the absence of partnership deed; Fixed v/s fluctuating capital accounts. Preparation of Profit and Loss Appropriation account - division of profit among partners, guarantee of profits, Past adjustments (relating to interest on capital, interest on drawing, salary and profit sharing ratio), Goodwill: nature, factors affecting and methods of valuation - average profit, super profit and capitalization.

(Knowledge, Comprehension and Skill)

UNIT-II

Goodwill: meaning, factors affecting, need for valuation, methods for calculation (average profits, super profits and capitalization) , adjusted through partners' capital/ current account or by raising and writing off goodwill (AS 26). Change in the Profit-Sharing Ratio among the existing partners - sacrificing ratio, gaining ratio, accounting for revaluation of assets and reassessment of liabilities and treatment of reserves and accumulated profits. Preparation of revaluation account and balance sheet.

Admission of a partner - effect of admission of a partner on change in the profit-sharing ratio, treatment of goodwill (as per AS 26)), treatment for revaluation of assets and reassessment of liabilities, treatment of reserves, accumulated profits and losses, adjustment of capital accounts and preparation of capital, current account and balance sheet.

(Knowledge, Comprehension and Skill)

UNIT-III

Retirement and death of a partner: effect of retirement / death of a partner on change in profit sharing ratio, treatment of goodwill (as per AS 26), treatment for revaluation of assets and reassessment of liabilities, adjustment of accumulated profits, losses and reserves, adjustment of capital accounts and preparation of capital, current account and balance sheet. Preparation of loan account of the retiring partner. Calculation of deceased partner's share of profit till the date of death. Preparation of deceased partner's capital account and his executor's account.

(Knowledge, Comprehension and Skill)

UNIT-IV

Dissolution of a partnership firm: meaning of dissolution of partnership and partnership firm, types of dissolution of a firm. Settlement of accounts - preparation of realization account, and other related accounts: capital accounts of partners and cash/bank a/c (excluding piecemeal distribution, sale to a company and insolvency of partner(s).

Partnership: - Insolvency, Piecemeal Distribution, Sale of a Firm and Amalgamation of Firms: introduction, decision in Garner vs Murray, Applicability of the decision in garner vs Murray in India, Insolvency of a Firm, Piecemeal Distribution, Basis of Distribution of cash among partners towards their capitals, Maximum Loss method, proportionate method, Sale of a firm to company, Amalgamation of Firms.

(Knowledge, Comprehension and Skill)

Unit - 5 and 6 (Tutorial/Practical) Continuous Assessment

Note: The Teacher shall give assignments from the above topics to the students and students shall submit report for evaluation by the concerned teacher.

(Knowledge, Comprehension Skill)

SUGGESTED READINGS:

- P.C. Tulsian, Financial Accounting, Tata McGraw Hill, New Delhi.
- S. N. Maheshwari, Financial Accounting, Vikas Publication, New Delhi.
- R.L. Gupta and V. K. Gupta, Principles and Practice of Accountancy Sultan Chand and Sons, New Delhi.
- J.R Monga, Basic Financial Accounting, Mayur Paper backs, Darya Gang New Delhi.

Note: Latest edition of text books may be used

COMMERCE: FINANCE

2nd SEMESTER	MAJOR COURSE
FIN222N: FINANCIAL SERVICES (FINANCE - COMMERCE)	CREDITS: THEORY: 04; TUTORIAL: 02

Course Description:

Financial engineering and innovation have created a variety of financial services and products that were previously unimaginable. This course elaborates upon those services and products available in the financial system for both individuals' and institutional participants.

Objectives:

This course is aimed to achieve the following objectives:

- *To disseminate information and create awareness about the various forms of financial services available in the financial system.*
- *To develop thorough understanding of the functioning of financial services.*
- *To create expertise among the students of commerce and management with regard to the intricacies of financial services.*

Learning Outcomes:

After going through this course, the students are expected to:

- *Have a fair and up to date knowledge of the various financial services at the disposal of various market participants.*
- *Have a satisfactory degree of understanding of the complexities of the financial services.*
- *Have insights into the principles, operational policies, and practices of financial services' sector to meet the growing needs of the economy.*

CURRICULUM DETAILS (THEORY: 4 CREDITS):

Unit-I

Financial Services: concepts, objectives, characteristics, classification and constituents. Growth of financial services in India and the challenges faced. Lease Financing: introduction, theoretical and regulatory framework, advantages of leasing, types of leasing, income tax considerations. Hire Purchase Finance: introduction, characteristics, advantages of hire purchase, methods of calculating interest rates and income tax considerations.

Unit-II

Factoring: introduction, origin, types of factoring and functions of factoring. Forfeiting: underlying concept, sequence of operations, costs and benefits of forfaiting. Factoring vs forfaiting. Insurance Services: introduction, history of insurance, need of insurance. Indian Insurance Act and regulations, types of insurance products and services, banc assurance, reinsurance and insurance ombudsmen. Housing Finance: introduction, origin, housing finance institutions, schemes, growth factors and major issues, guidelines for extending equity and refinance support.

Unit-III

Venture Capital Financing: origin and concept, dimensions and advantages, rationale and financial sources, styles of venture financing and methods of evaluation, stages of venture capital funds and regulatory framework in India. Modem Banking Products and Services: deposit and lending products, retail and money market products, emergence of information technology-based banking services, tele banking, Electronic Fund Transfer, smart cards, POS terminals, Demat account, online banking, Clearing House Automated Payment System (CHAPS), Society for World-wide Inter-banking Fast Transfer (SWIFT), digital payment system. Mutual Funds: origin and concept, products and schemes in India, management and regulatory structure, functions and working of asset management companies, evaluation of mutual funds.

Unit-IV:

Investment Banking, definition and origin, functions and services, underwriting, brokers to issue, debenture trustees, portfolio management, difference between investment banking and merchant banking and regulatory framework in India. Corporate Restructuring: introduction, conceptual framework and financial framework. Legal aspects of various forms of corporate restructuring. Procedures for various forms of corporate restructuring. Credit Rating: introduction, objectives and types of ratings, methodology and rating symbols, credit rating agencies in India and regulatory framework. Securitization: introduction, mechanism and importance, regulatory framework and challenges in India.

UNIT V AND UNIT VI (TUTORIAL/PRACTICAL) 2 CREDITS

Note: Teachers shall give assignments from the above topics to the students and students shall submit report for evaluation by the concerned teacher.

Suggested Readings:

- *Khan M. Y, Financial Services, Tata McGraw Hill Education.*
- *Gurusamy S, Financial Services and Systems, Tata McGraw Hill Education.*
- *Tripathy Nalini P, Financial Services, PHI Learning.*
- *Pandian, Punithavathy, Financial services and Markets, Vikas Publishing.*
- *Saunders Anthony & Cornett Millon M, Financial Institutions and Management, Tata McGraw Hill Education.*

COMMERCE: FINANCE

SEMESTER– 1st to 3rd	*MULTI-DISCIPLINARY*
FIN022I: INTRODUCTION TO FINANCE (COMMERCE)	**CREDITS: 3**

Course Description:

This course describes three basic forms of business organisation and the sources of finance to these business entities. Besides, it introduces the students to the subject matter of investments with a focus on different investment alternatives available to the investors in India.

Course Objectives:

- To introduce the students to different forms of business organisations.
- To develop a comprehensive understanding of the different sources of finance available to business firms.
- To explain the significance of different financial statements and how these are prepared.
- To educate about the whole of spectrum of investment alternatives.

Learning Outcomes

After going through this course, the students are expected to:

- Have a fair understanding of different forms of business originations.
- Have a good understanding of various types and sources of finance.
- Have a fair understanding of fundamentals of investment.

Curriculum Details

Unit I:

Forms Business Organisations, special features of Sole Proprietorship, Partnership firms and Joint Stock Companies. Public Limited Companies; Private Limited Companies; Public Sector Undertakings. Public Finance and Private Finance, Finance Function; Sources of Business Finance; Term Loans and Cash Credit Limit.

Unit II:

Long Term Finance: Shares, Preference Shares, Features and types of Preference shares; Equity Shares: Features and Types of Equity Shares. Debentures: Features and Types of Debentures, Warrants, SPNs.

Unit III:

Investment Alternatives: Investment, Speculation & Gambling; Investment Alternatives; Criteria for evaluating an Investment Avenue. Comparative Analysis of Financial Investments; Equity Shares, ADRs, GDRs & IDRs; Debentures; Deposits; Life Insurance; Bullion Market.

Suggested Readings:

- M. Y. Khan, Indian Financial System, Tata McGraw Hill New Delhi.
- Arthur J. Keown, John. D. Martin, J. William Pitty, Foundations of Finance, Pearson, New York.
- Pamela, P. Drake & Frank, J. Fabozzi, The Basics of Finance: An Introduction to Financial Markets, Business Finance, & Portfolio Management, John Wiley & Sons, New Jersey.
- Jonathan, Berk& Peter Demarzo. Corporate Finance, Pearson, New York.

1st SEMESTER

SKILL ENHANCEMENT COURSE (SEC)

COM222S: E-COMMERCE

Credits: 4 (Theory: 2; Practical: 2)
Total Marks: 60 (Theory: 30; Practical: 30)

Course Objectives: *To enable the student to become familiar with the mechanism for conducting business transactions through electronic means*

Part-I: Theory: 30 Marks

Unit –I

Introduction: Meaning, Nature, concepts, advantages, disadvantages and reasons for transacting online, types of E- Commerce, E- commerce business models (Introduction, key elements of a business model and categorizing major E- commerce business models), forces behind e-commerce.

Technology used in E- Commerce: The dynamics of World Wide Web and internet (meaning, evolution and features), Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing Vs in- house development of a website)

Unit-II

E-payment System: Models and methods of e-payments (Debt Card, Credit Card, Smart Cards, e- money). Digital Signatures (Procedure, working and legal position), payment gateways, online banking, risks involved in e-payment.

On-line Business Transactions

Meaning, purpose, advantages and disadvantages of transacting online, E-commerce applications in various industries like banking, insurance payment of utility bills, online marketing.

Part-II: Practical/Tutorials: 30 Marks

Unit – III & IV

1. Development of website.
2. Surfing of different search engines.
3. Learning of HTML/Front Page.
4. Establishing of internet connection.
5. E-shopping.
6. Using of different electronic payments system such as credit card, debit card, electronic fund transfer, internet banking, mobile banking, UPI, NEFT, RTGS.

Suggested Readings:

1. *Kenneth C. Laudon, E- Commerce: Business, Technology, Society, 4th Edition, Pearson*
2. *Joseph PT. E-Commerce: An Indian Perspective, Prentice hall of India Pvt Ltd. New Delhi. Books:*
3. *David Whitely (2010), E-commerce, Strategy, technologies and Applications, Tata McGraw Hill Publishing Company Limited, New Delhi.*
4. *Dr.K.Abirami Devi & Dr. M. Alagammai, E-Commerce, Margham Publications, Chennai*
5. *Kamalesh N. Agarwala Business on the net, an introduction to the 'Whats' and 'Hows' of e-commerce Macmilan India Limited, New Delhi*

Graduation Programme in Commerce (Accounting & Taxation)

Income Tax Law & Practice - I **Semester – III**	***Course Code:AAT322J*** ***Course: Major***
Credits:6 (4+2)	**Term End Examination Marks: 100** **Continuous Internal Assessment (CIA) Marks: 50** **Total Marks: 150**

Unit I

Introduction to Income Tax:

Tax and rationale of Taxation, Basic Concepts under Income Tax Act 1961 - Person, Assessee, Assessment year, Previous year, income, Items specifically defined as income, Income as per its natural meaning, Doctrine of mutuality, Diversion of Income, Income vs Capital.

Unit II

Residential Status and its Effect on Tax Incidence:

Residential status of an Individual, Hindu Undivided Family (HUF), Partnership Firm, Association of Persons (AOP), or Body of Individuals (BOI), Company. Relationship between Residential Status and Incidence of Income, Connotation of Receipt of Income, Accrual Income, Income deemed to accrue in India.

Unit III

Income Exempted from Tax:

Exempted Income u/s 10, Special provisions in respect of newly established undertaking in free trading zone, Hundred percent Export-Oriented Undertakings, Profit from export of artistic hand-made wooden articles, Exemption in respect of income from property held for charity, Political party claim exemption, Exemption to Electoral trust.

Unit IV

Agricultural Income and Tax Liability:

Agriculture and Agriculture Income u/s 2 (1A), Agriculture Salary, Income partly agriculture and partly Business, inclusion of agriculture income for computation of tax under the Income Tax Act 1961. Agriculture Income and Burden of Proof.

Unit-5 and Unit–6(Tutorial/Practical) Continuous Assessment

Note: The Teacher shall give* tutorial classes, Assignments, Case Study, Presentations, and Quizzes etc *from the above topics to the students and on the basis of this/these shall evaluate the students to check their knowledge, skill and comprehension.

Suggested Reading:

Books-

- Ahuja, Dr. Girish& Gupta, Dr. Ravi; Professional Approach to Direct Taxes, Law and Practice, latest edition, Bharat Publication Law House Pvt. Ltd., New Delhi, (2011-12).

- Ahuja, Dr. Girish& Gupta, Dr. Ravi; Taxation of Capital Gain, latest edition, Bharat Puplication, New Delhi (2010).
- Chaturvedi, K. &Pithisaria, S.M.; Companion to chaturvedi&pithisaria's Income Tax Law, latest edition, Vol. 6A(1)&(2), Lexis Nexis Butter worths Wadhwa, Nagpur (2010).
- Rajratnam, S. (Rev.); Sampath Iyengar's Law of Income Tax, latest edition, Vol. 1-8, Bharat Publication, New Delhi (2005).
- Singhania, Dr. V. & Singhania, Dr. K. ; Direct Taxes, Law and Practice, latest edition, Taxmann Publication Pvt. Ltd., New Delhi (2011-12).

Online Readings/Supporting Material:

- Finance Act for the relevant assessment year.
- CBDT Circulations.
- Latest Court Judgments for the relevant Assessment year.

Graduation Programme in Commerce (Finance)

Corporate Financial Analysis & Reporting **Semester – III**	***Course Code:FIN322N*** ***Course: Minor***
Credits:6 (4+2)	**Term End Examination Marks: 100** **Continuous Internal Assessment (CIA) Marks: 50** **Total Marks: 100**

UNIT-I

Joint Stock Companies; Public Limited & Private Limited Companies. Banking & Insurance Companies, Regulatory Framework for preparation and reporting of financial statements in India. Standalone Financial Statements, Consolidated Financial Statements, Comparative Financial Statements, Cash-Flow Statement. Window Dressing of Financial Statements, Important Cases of Window Dressing.

UNIT-II

Financial Statement Analysis: Significance and Limitations. Techniques of Financial Statement Analysis: Liquidity Analysis, Operational Analysis, Solvency Analysis, Profitability Analysis, Valuation Analysis, Common Size Statements. Excel for Financial Analysis and Modelling.

UNIT-III

Regulatory Framework for Annual Reports in India; Contents of Annual Report; Directors Report; Auditors Report; Corporate Social Responsibility Reports; Sustainability Reports; Corporate Governance Reports; Value Added Reports.

UNIT-IV

Prospective Analysis: Projection Process, Process of Projecting Income Statement & Balance Sheet, Prospective Analysis in the Residual Income Valuation Model, Sensitivity Analysis. Forecasting Tools & Techniques: Moving Average and ARIMA Model.

Unit-5 and Unit–6(Tutorial/Practical) Continuous Assessment (Marks: 30)

Note: The Teacher shall give* tutorial classes, Assignments, Case Study, Presentations, Quizzes etc *from the above topics to the students and on the basis of this/these shall evaluate the students to check their knowledge, skill and comprehension.

Suggested Readings:

1. Subramanyam, K. R., *Financial Statement Analysis*, Mcgraw Hill, New Delhi.
2. Gupta, R. L., *Financial Statement Analysis*, Sultan & Chand, New Delhi.
3. Wahlen, J. M., Baginski, S. P. & Bradshaw, M. T., *Financial Reporting, Financial Statement Analysis & Valuation: A Strategic Perspective*, Cengage Learning, USA.
4. Young, S. D., Cohen, J. & Bens, D. A., *Corporate Financial Analysis & Reporting: A Global Perspective*, Wiley, Hoboken, New Jersey.

COMMERCE: FINANCE

SEMESTER– 1st to 3rd	*MULTI-DISCIPLINARY*
FIN022I: INTRODUCTION TO FINANCE (COMMERCE)	**CREDITS: 3**

Course Description:

This course describes three basic forms of business organisation and the sources of finance to these business entities. Besides, it introduces the students to the subject matter of investments with a focus on different investment alternatives available to the investors in India.

Course Objectives:

- To introduce the students to different forms of business organisations.
- To develop a comprehensive understanding of the different sources of finance available to business firms.
- To explain the significance of different financial statements and how these are prepared.
- To educate about the whole of spectrum of investment alternatives.

Learning Outcomes

After going through this course, the students are expected to:

- Have a fair understanding of different forms of business originations.
- Have a good understanding of various types and sources of finance.
- Have a fair understanding of fundamentals of investment.

Curriculum Details

Unit I:

Forms Business Organisations, special features of Sole Proprietorship, Partnership firms and Joint Stock Companies. Public Limited Companies; Private Limited Companies; Public Sector Undertakings. Public Finance and Private Finance, Finance Function; Sources of Business Finance; Term Loans and Cash Credit Limit.

Unit II:

Long Term Finance: Shares, Preference Shares, Features and types of Preference shares; Equity Shares: Features and Types of Equity Shares. Debentures: Features and Types of Debentures, Warrants, SPNs.

Unit III:

Investment Alternatives: Investment, Speculation & Gambling; Investment Alternatives; Criteria for evaluating an Investment Avenue. Comparative Analysis of Financial Investments; Equity Shares, ADRs, GDRs & IDRs; Debentures; Deposits; Life Insurance; Bullion Market.

Suggested Readings:

- M. Y. Khan, Indian Financial System, Tata McGraw Hill New Delhi.
- Arthur J. Keown, John. D. Martin, J. William Pitty, Foundations of Finance, Pearson, New York.
- Pamela, P. Drake & Frank, J. Fabozzi, The Basics of Finance: An Introduction to Financial Markets, Business Finance, & Portfolio Management, John Wiley & Sons, New Jersey.
- Jonathan, Berk& Peter Demarzo. Corporate Finance, Pearson, New York.

3rd SEMESTER
SKILL ENHANCEMENT COURSE (SEC)

COM322S: COMPUTERISED ACCOUNTING

Credits: 4 (Theory: 2; Practical: 2)

Objective: *The course aims at familiarizing the students with the concepts of the computerizing accounting with emphasis on imparting practical knowledge to the students.*

Part-I: Theory: 30 Marks

Unit-1

Computerized Accounting System: Meaning, need and importance of Computerized Accounting. Components and limitations of CAS.

Spread Sheet: Concept, features, Process of Preparation of spread sheet, possible errors & their rectification.

Unit-II

Payroll accounting: Concept of payroll accounting, application of spread sheet for computing gross & net salaries. **Computerized Asset Accounting:** Concept, spread sheet application for the computation of the basic deprecation methods (Straight Line Method and Written Down value methods only), use of Spread sheet for devising of loan repayment schedule. **Graphs and Charts for Business Data:** Using MS Excel for presentation of data in graphical form, techniques of changing lay out, types and models of graphs and charts for representing business data using spread sheet.

Part II: Practical/Tutorial: Marks: 30

Unit-III & Unit-IV

Using of Tally Software to prepare the following of a notional company:-

1. Journal and ledger.
2. Subsidiary books.
3. Income statement.
4. Balance sheet.

Suggested Readings:

1. Parag Joshi, Tally .ERP 9 with GST with Solved Problems, Dnyansankool Prakashan; Maharashtra

2. Tally Education Pvt. Ltd., Official Guide to Financial Accounting Using: Tally. ERP9 with GST (2nd edition),
BPS Publications; New Delhi.

3. Sikander Sultan, EXCEL FOR ACCOUNTANTS, Expert of Course Publishing,

4. R. & Satapathy, S. Mohanty, Computer Application in Business Accounting, Himalaya Publishing House, New
Delhi.

5. Vishnu Pratap Singh, Learning Tally ERP 9,, Computech publications limited, latest edition.

Higher Accounting **Semester – IV**	**Course Code:AAT422J1** Nature of Course: **Major**
Credits: 4 (3+1)	Term End Examination: 75 Tutorials: 25 Total Marks: 100

Course Description:

This course is designed to provide the understanding, knowledge and perspective of Higher Accounting of business organizations to students. The Course covers Hire Purchase and Installment system, Royalty & Lease Accounting, Branch & Departmental Accounting, Accounting for Non-Profit Organizations, Consignment Accounting and Branch Accounting.

Course Objectives

1. *To enable the learners to have full understanding of Higher Accounting aspects related to recording and Purchase & Installment system and Royalty and Lease Accounting.*
   .
2. *To make the student understand how the Branch Accounts are prepared and how accounting for Departmental Accounting is done.*
3. *To enable the students, acquire the knowledge of Branch and Departmental Accounting.*
4. *To enable the students, acquire the knowledge of Accounting for Non- Profit Organizations, Consignment Accounting and Joint Venture Accounting.*

Course Outcome

After going through this course, the students are expected to have a clear understanding, knowledge and skills to prepare and analyze the accounts related to application of the Higher Accounting skills as used in the business organizations related to Hire Purchase and Installment system, Royalty & Lease Accounting, Branch & Departmental Accounting, Accounting for Non-Profit Organizations, Consignment Accounting and Branch Accounting.

UNIT-I

Hire Purchase & Instalment System

Nature & Features of Hire Purchase Agreement. Ascertainment of Total Cash Price: With & Without Annuity Table. Ascertainment of Interest. Accounting Treatment of Transactions in Books of Hire Purchaser & Hire Vendor. Repossession of Goods, Complete & Partial. Instalment System. Difference between Instalment & Hire Purchase System.

Royalty & Lease Accounting

Royalty Accounts: Need & Importance. Concept Accounting Treatment of Minimum Rent. Short-workings. Concept & Accounting Treatment of Sub-Lease.

Lease Accounting: Concept, Nature & Importance. Accounting Treatment in Lessor's &Lesses Accounts.

UNIT-II

Branch Accounting

Nature & Types of Branches. Accounting of Dependent Branches: Debtor System, Final Account System, Stock & Debtor System. Accounting of Independent Branches: Inter-Branch Transactions. Adjustment & Reconciliation of Branch & Head Office Accounts. Foreign Branches: Accounting & Techniques for Foreign Currency Translation.

Departmental Accounting

Nature of Departmental Accounting. Methods of Departmental Accounting. Allocation of Common Expenditures among different Departments. Inter-Department Transfers. Memorandum of Stock & Memorandum Mark-Up Account.

UNIT-III

Accounting for Non-Profit Organizations

Preparation of Receipt & Payment Account. Preparation of Income & Expenditure Account. Preparation of Balance Sheet. Treatment of Special Items.

Consignment Accounting

Nature & Importance. Consignment Vs. Sale. Commission Vs. Discount. Accounting for Consignment Transactions. Valuation of Stock Lying with the Consignee. Treatment of Normal & Abnormal Loss. Invoicing Goods Above Cost.

Joint Venture Accounting.

Concept, Need & Features of Joint-Venture Accounting. Methods of Recording Joint Venture Transactions. Memorandum Joint Venture Method.

Tutorials

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments

D. *Project Work & Viva-Voice*
E. *Field Visits & Reports*
F. *Practicals, wherever applicable*

Suggested Readings

1. Advanced Accountancy Volume I& II -P. C. Tulsian, Pearson Education, New Delhi
2. Advanced Accounts, -M.C. Shukla, T. S. Grewal& S.C. Gupta, -S. Chand & Co Ltd.
3. SN Maheshwari and SK Maheshwari, Advanced Accounting Vol I& II, Vikas Publishing House.
4. Fundamentals of Accounting, Dr. T. P. Ghosh, Sultan Chand & Sons.
5. Accountancy For C.A. Foundation Course, P.C. Tulsian, Tata Mcgraw Hill.
6. Advanced Accountancy Volume I -P. C. Tulsian, Pearson Education, New Delhi.
7. Advanced Accountancy – Mukerjee and Hanief.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-II)

4th SEMESTER

AAT422J2 ACCOUNTING & TAXATION (COMMERCE) _ INCOME TAX LAW & PRACTICE-II

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and application of Income Tax Law as applied in India. The course covers computation of tax and assessment of Income under the head- Salaries, Income from House Propriety, Income from business and Profession, Income from Capital Gains and Income from other sources.

COURSE OBJECTIVES

1. *To acquire the ability to analyze and interpret the provisions of Income Tax Act 1961 related to various Heads of Income.*
2. *To enable the students to have a clear understanding how income tax is charged and computed on the above heads of Income.*

COURSE OUTCOME

After going through this course, the students are expected to have a clear understanding, knowledge and application of the provisions of Income Tax Act 1961 with regard to Salaries, Income from House Propriety, Income from business and Profession, Income from Capital Gains and Income from other sources

UNIT I: INCOME UNDER THE HEAD SALARIES:

Basis of Charge, Due basis of Taxation, Computation of salary in the grade system, Employer and employer relationship, salary received from former employer, other for consideration for taxability of salary, Salary u/s 17(1), Allowances, Perquisites u/s 17(2), Valuation of perquisites, Profit in lieu of or in addition to salary, Gratuity, Commuted value of pension, Retrenchment compensation, statutory provident fund/PPF/RPF, HRA, Deductions allowed u/s 16.

UNIT II: INCOME FROM HOUSE PROPERTY:

Concept of property, Annual value of a property u/s 23, Determining the annual value u/s 23, Deduction u/s 24, Unrealized rent received u/s 25AA, Arrears of rent received u/s 25B.

INCOME FROM BUSINESS AND PROFESSION:

Meaning of Business & Profession, Income chargeable under the head Profits & gains of business or profession, Incomes not taxable under the head Profits and gains of business or profession , Expenditures allowed as deduction 176, Specific Deductions, Rent, rates, taxes, repairs &insurance for building , Repairs & insurance of machinery, plant & furniture, Depreciation, Additional depreciation, Investment in new plant or machinery in notified backward area, Scientific Research, Insurance premium for stocks & stores, General deductions, Disallowed Expenditure, Maintenance of books of account, Tax Audit.

UNIT III: INCOME FROM CAPITAL GAINS:

Meaning of Capital Assets, types of capital assets, transfer, cost of acquisition, cost of improvement, selling expenses, Indexisation of cost, treatment of advance money received, exemptions, Practical problems. Computation of income from other sources: Specific Income, deductions, grossing-up, practical problems.

UNIT-IV: INCOME FROM OTHER SOURCES:

Basis of Chargeability , Casual Income: Winning from lotteries, crossword puzzles, etc, Method of grossing up of income / Conversion of income received into gross income in case of casual income, Income from machinery, plant or furniture let on hire, Income from machinery, plant or furniture let on hire along with building (Composite Rent), Deductions allowed against income, Family pension, Gift, Share premium in excess of fair market value of share Income by way of interest received on compensation or on enhanced compensation, Interest on Securities, Avoidance of tax by certain transaction in securities, Loss on transfer of securities adjusted with income on securities [Dividend Stripping], Bonus Stripping , Dividend , Specific disallowance, Deemed Profits.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS:

1. Ahuja, Dr. Girish& Gupta, Dr. Ravi; Professional Approach to Direct Taxes, Law and Practice, latest edition, Bharat Publication Law House Pvt. Ltd., New Delhi, (2011-12).
2. Chaturvedi, K. & Pithisaria, S.M.; Companion to Chaturvedi & pithisaria's Income Tax Law, latest edition, Vol. 6A (1) & (2), Lexis Nexis Butter worths Wadhwa, Nagpur (2010).
3. Rajratnam, S. (Rev.); Sampath Iyengar's Law of Income Tax, latest edition, Vol. 1-8, Bharat Publication, New Delhi (2005).
4. Singhania, Dr. V. & Singhania, Dr. K.; Direct Taxes, Law and Practice, latest edition, Taxmann Publication Pvt. Ltd., New Delhi (2011-12).

ONLINE READINGS/SUPPORTING MATERIAL:

1. Finance Act for the relevant assessment year.
2. CBDT Circulars.
3. Latest Court Judgments for the relevant Assessment year.

Note: Latest Edition of the Readings may be used.

AAT422J3: ACCOUNTING AND TAXATION: COMPANY LAW

Company Law **Semester –IV**	Course Code: AAT422J3 **Nature of Course: Major**
Credits: 6 (4+2)	Term End Examination: 100 Tutorials: 50 Total Marks: 150

Course Description:

This course is designed to provide the understanding, knowledge and perspective of Company Law. The course covers Company Formation and Conversion, Company Members and Managerial Personnel, Company Meetings and Preparation & presentation of Reports and their E-Filings.

Course Objectives

1. To acquire the legal knowledge of the Indian Companies Act 2013.
2. To learn the procedural and application aspects of the Indian Companies Act 2013 regarding formation and working of companies.

Course Outcome:

After going through this course, the students are expected to have a clear understanding, knowledge of the Companies Act 2013, They should be in a position to give consultations for formation and running of Joint Stock Companies in the light of Companies Act, 2013.

UNIT – I

Formation of a Company

Choice of Form of Business Entity; Conversion/ Re-conversion of One Form of Business Entity into Another – Incorporation of Private Companies, Public Companies, Companies Limited by Guarantee and Unlimited Companies and their Conversions/ Re-conversion/Re-registration – Formation of Nidhi Companies, Producer Companies and Mutual Benefit Funds – Commencement of Business and New Business; Pre Incorporation Agreements and Contracts – Formation of Non Profit Companies – Procedure Relating to Foreign Companies Carrying on Business in India. Memorandum and Articles of Association –Alteration of Memorandum of Association: Name Clause, Situation of Registered Office Clause, Objects Clause, Capital Clause and Liability Clause – Alteration of Articles of Association and its effects. Understanding of the Concepts: Lifting of Corporate Vie, Doctrine of Indoor Management and Doctrine of Ultra virus.

UNIT – II

Company Members and Managerial Personnel

Procedure relating to Membership, Transfer and Transmission – Induction of Members, Nomination of Shares, Variation of Shareholders' Rights, Cessation of Membership including Dispute Resolution – Transfer/Transmission/Transposition – Admission of Securities in Electronic Mode – Dematerialization of Securities – Compliances relating to Insider Trading and

Takeovers Obtaining DIN – Directors and Managerial Personnel- Appointment, Reappointment, Resignation, Removal and Varying Terms of Appointment/Re-appointment – Payment of Remuneration to Directors and Managerial Personnel and Disclosures thereof; Compensation for Loss of Office – Waiver of Recovery of Remuneration – Making Loans to Directors, Disclosure of Interest by a Director, Holding of Office or Place of Profit by a Director/Relative. Company Secretary: Appointment, Resignation and Removal, Company Secretary in Practice.

Unit - III

Company Meetings

Collective Decision Making Forums - Authority, Accountability, Delegation and Responsibility. Board Meetings: Convening and Management of Meetings of Board and Committees; Preparation of Notices and Agenda Papers. Convening and Management of Statutory Meetings, Annual and General Meetings Class Meetings; Creditors' Meetings. Procedure for Passing of Resolutions by Postal Ballot; Voting through Electronic Means; Conducting a Poll and Adjournment of a Meeting. Post-Meeting Formalities: Preparation of Minutes and Dissemination of Information and Decisions.

Unit - IV

Preparation & Presentation of Reports & E- Filling

Preparation of Financial Statements, Auditors' Report, Directors' Report, Report on Corporate Governance and Report of Corporate Social Responsibility and Sustainability.

E- Filing: Filling and Filing of Returns and Documents (a) Annual Filing, i.e., Annual Accounts; XBRL Filing, Compliance Certificate, Annual Return (b) Event Based Filing etc.

Tutorials

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. *Case Studies individually or in groups*
B. *Group Discussions on subject specific current issues/developments*
C. *Assignments*
D. *Project Work & Viva-Voice*
E. *Field Visits & Reports*
F. *Practicals, wherever applicable*

Suggested Readings:

1. Ramaiya : Guide to the Companies Act, Wadhwa& Company, Nagpur
2. D.K. Jain : E-filing of Forms & Returns, Bharat Law House
3. Taxmann : Guide to E-Company forms
4. D.K. Jain : Company Law Procedures, Bharat Law House
5. Taxmann : Company Rules & Forms Companies Act, 2013 and Rules made these under.

Note: Latest Edition of the Readings may be used.

FIN422N: FINANCE (COMMERCE): BUSINESS ECONOMICS

Business Economics **Semester-IV**	Course Code:FIN422J1: Nature of Course: **Minor**
Credits: (3+1=4)	Term end Examination: 75 Tutorials: 25 Total Marks: 100

Course Description:

This course is designed to make students acquaint with the application of economics in business firms to take decisions regarding understanding and forecasting consumer demand, optimization firm's production, and pricing decision in various kinds of markets.

Course Objectives:

1. *To make students understand the basic concepts and application of economics in business organizations.*
2. *To make students comprehend how firms optimize their production process.*
3. ***To acquaint students regarding complexities of pricing decisions under various forms** of the market.*

Course Outcome

The students are expected to have a clear grasp regarding the applications of economic concepts, techniques and methods in business organizations and enhance their decision making capabilities as potential managers.

UNIT – I

Meaning Nature and Scope of Managerial Economics. Uses and limitations. Firm: Nature, Objectives & Rational. The Concept of Economic Profit. Economics & Decision Making. Production Function and Cost Analysis: Concept of production function. Law of Variable Proportions. Law of returns to scale Properties of Cob- Douglas and CEs production functions. Cost minimizing input choice. Short-run and Long-run cost function- traditional and modern approach.

UNIT – II

Pricing in Perfect Competition. Characteristics & Key Assumptions of Perfect Competition. The Equilibrium Price. Price-Output Decisions in Short-Run: Total Revenue-Total Cost Approach & Marginal Revenue-Marginal Cost Approach. Losses & Shut-Down Decision. Profit-Maximizing Output in Long-run.

Pricing in Monopoly. Characteristics of Monopoly. Price-output Decision in Short-Run. Price-Output Decision in Long-Run. Technical Inefficiency & Rent Seeking.

UNIT-III

Pricing in Oligopoly: Rivalry & Mutual Independence. Price Rigidity: The Kinked Demand Curve Model. Interdependence: The Cournot Model. Special Pricing Strategies: Price Leadership, Cartels & Collusion. Non-Price Competition. Barriers to Entry in the Market.

Monopolistic Competition: Characteristics & Key Assumptions. Price-Output Decision in Short-Run. Price-Output Decision in Long-run.

Tutorials

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. *Case Studies individually or in groups*
B. *Group Discussions on subject specific current issues/developments*
C. *Assignments*
D. *Project Work & Viva-Voice*
E. *Field Visits & Reports*
F. *Practicals wherever applicable*

Suggested Readings:

1. Raj Kumar and Kuldip Gupta, Managerial Economics, UDH Publishers and Distributors (P) Ltd.
2. M.L.Jhingan and J.K. Stephen, Managerial Economics, Vrinda Publications (P) Ltd.
3. L. C. Gupta, Managerial Economics, Himaliya Publishing House.
4. S. L. Gupta and D. D. Chaturvedi, Business Economics, International Book House.
5. Datt and Sundharam, Indian Economy, S. Chand.
6. Varshney, R. L. and Maheshwari K. L., Managerial Economics, Sultan Chand.
***7.** Jeol Dean, Managerial Economics, Prentice Hall of India.*

Note: Latest editions of text books may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-I)
5th SEMESTER

AAT522J1 ACCOUNTING & TAXATION (COMMERCE) _ CORPORATE ACCOUNTING-I

CREDITS: THEORY - 3; TUTORIAL - 1

COURSE DESCRIPTION:

This course is framed to make students familiar with different accounting processes as applied in Corporate Organizations besides understanding the Financial Statements of Companies. The course is expected to build and enhance their skills for preparing financial statements of some specific Companies like Banking and Insurance etc.

COURSE OBJECTIVES

1. *To make students aware about the various aspects of basic Corporate Accounts to be maintained by the company.*
2. *To make them understand as how Joint Stock Companies Final Accounts are prepared as per Companies Act, 2013.*
3. *To guide students to prepare the financial statements of the Banking and Insurance companies as per the relevant laws governing these companies.*

COURSE OUTCOME:

With the focus on the accounting information of the Joint Stock Companies, the students are expected to build skills necessary to prepare financial statements of Joint stock companies, Banking Companies and Insurance companies in light of companies Act, 2013 and other Laws relevant for specific companies.

UNIT-I: ACCOUNTING FOR SHARES

Shares: Concept, Features& Types. Journal Entries of Issue of Shares: at Par, Premium & Discount. Under & Over Subscription of Shares. Adjustment of Excess Money towards Amount due. Calls In Arrears & Calls in Advance. Issues of Shares in Consideration other than Cash. Forfeiture and Reissue of Shares. Redemption of Shares.

ACCOUNTING FOR DEBENTURES

Meaning & Types. Issue of Debentures: Journal Entries. Issue of Debenture as Collateral Security. Issue of Debenture in Consideration other than Cash. Treatment of Discount/Loss on Issue of Debenture. Redemption of Debentures.

UNIT-II: FINANCIAL STATEMENTS OF A COMPANY

Preparation of Financial Statements: Requirements under Schedule III of Companies Act 2013. Preparation of Income Statement, Preparation of Balance Sheet. Cash-flow Activities: Operating, Financing & Investing. Methods of Preparation of Cash-Flow Statement: Direct & Indirect. Statement of Change in Equity. Profit (Loss) Prior to Incorporation.

UNIT-III: ACCOUNTS OF BANKING COMPANIES

Legal Provisions of Banking Regulation Act 1949 regarding preparation of Accounts. Special Features of Bank Accounting regarding Income Recognition, Classification of Assets, & Provisions. Final Accounts: Profit & Loss Account, and Balance Sheet. Treatment of Special Items in Preparing Final Accounts of Banking Companies.

ACCOUNTS OF INSURANCE COMPANIES

Features of Life Insurance. Life Insurance Policies: Whole-Life & Endowment Policies, and With-profit & Without Profit Policies. Preparation of Financial Statements: Revenue Account, Profit & Loss Account, & Balance Sheet.

Features of General Insurance. Commission & Reinsurance Premium. Reserve for Unexpected Risk. Preparation of Financial Statements: Revenue Account, Profit & Loss Account, and Balance Sheet.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

- *G. Case Studies individually or in groups*
- *H. Group Discussions on subject specific current issues/developments*
- *I. Assignments*
- *J. Project Work & Viva-Voice*
- *K. Field Visits & Reports*
- *L. Practicals wherever applicable*

SUGGESTED READINGS.

1. Advanced Accountancy Volume I& II -P. C. Tulsian, Pearson Education, New Delhi
2. Advanced Accounts, -M.C. Shukla, T. S. Grewal& S.C. Gupta, -S. Chand & Co Ltd.
3. SN Maheshwari and SK Maheshwari, Advanced Accounting Vol I& II, Vikas Publishing House.
4. Fundamentals of Accounting, Dr. T. P. Ghosh, Sultan Chand & Sons.
5. Accountancy For C.A. Foundation Course, P.C. Tulsian, Tata Mcgraw Hill.
6. Advanced Accountancy Volume I -P. C. Tulsian, Pearson Education, New Delhi.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-II)
5th SEMESTER

AAT522J2 ACCOUNTING & TAXATION (COMMERCE) _ INCOME TAX LAW & PRACTICE-III

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

The course covers computation of tax and Assessment of Individuals, Assessment of Hindu Undivided Families, Assessment of Partnership Firms, Assessment of Companies under normal Provisions and Assessment of Companies under MAT provisions.

COURSE OBJECTIVES

1. *To acquire the ability to analyze and interpret the provisions of Income Tax Act 1961.*
2. *To enable the students to make assessment with regard to the above heads.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding, knowledge and application of the provisions of Income Tax Act 1961 with regard to above heads.

UNIT I: SET-OFF AND CARRY FORWARD OF LOSSES:

Set-off of losses of current previous year u/s 70, Carry forward and set-off losses, Problems on set-off and carry forward of losses. Deductions in Computing Total Income: Deductions u/s 80C, 80CCC and 80CCD, 80D, 80E, 80TTA, 80TTB, 80U.

ASSESSMENT OF INDIVIDUALS:

Computation of Total Income of an individual, computation of Tax Liability, rate of income tax for the relevant assessment year.

ASSESSMENT OF HINDU UNDIVIDED FAMILIES:

HUF, Schools of Hindu law, creation of an HUF, Assessment of HUF, Fee, or salary earned by Coparcener as Director or partner, Remuneration paid by HUF to a member for conducting its business, income not taxed as HUF Income, Partition of HUF u/s 171, Computation of Total Income of HUF.

UNIT II: ASSESSMENT OF PARTNERSHIP FIRMS:

Conditions for Assessment as a firm u/s 184, Computation of Income from Business-Profession of the Firm, Assessment of Partners of Firm u/s 10(2A) r.w. sec. 40 (b), Tax liability of a firm, change in the Constitution of a Firm u/s 187, Succession of One Firm by Another Firm u/s 188, Joint and several liability of Partners for tax payable by Firm u/s 188A, Assessment of Dissolved or Discontinued Firm u/s 189.

UNIT III: ASSESSMENT OF COMPANIES UNDER NORMAL PROVISIONS

Definitions, Residence of a Company u/s 6(3), Restriction on set-off of losses in the case of closely held companies (Sec. 79), Assessment of companies under normal provisions of Income Tax Act 1961, Computation of taxable income & tax liability under normal provisions, Tax on Income on certain cases [Sec. 115-U (1)(3)]

UNIT IV: ASSESSMENT OF COMPANIES UNDER MAT PROVISIONS

Minimum Alternative Tax (MAT) - Scheme of MAT, Concept of Zero Tax Company, Computation of Book-profit under section 115JB, Computation of tax liability under MAT provisions. Tax credit in respect of tax paid on deemed income under MAT provision.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS:

1. Ahuja, Dr. Girish& Gupta, Dr. Ravi; Professional Approach to Direct Taxes, Law and Practice, latest edition, Bharat Publication Law House Pvt. Ltd., New Delhi, (2011-12).
2. Chaturvedi, K. & Pithisaria, S.M.; Companion to Chaturvedi & Pithisaria's Income Tax Law, latest edition, Vol. 6A (1) & (2), Lexis Nexis Butter worths Wadhwa, Nagpur (2010).
3. Rajratnam, S. (Rev.); Sampath Iyengar's Law of Income Tax, latest edition, Vol. 1-8, Bharat Publication, New Delhi (2005).
4. Singhania, Dr. V. &Singhania, Dr. K.; Direct Taxes, Law and Practice, latest edition, Taxmann Publication Pvt. Ltd., New Delhi (2011-12).

ONLINE READINGS/SUPPORTING MATERIAL:

1. Finance Act for the relevant assessment year.
2. CBDT Circulations.
3. Latest Court Judgments for the relevant Assessment year.

Note: Latest Edition of the Readings

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-III)
5th SEMESTER

AAT522J3 ACCOUNTING & TAXATION (COMMERCE) _ AUDITING

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and perspective of Basic Auditing Concepts, procedures and practices.

COURSE OBJECTIVES

1. *To understand basic auditing concepts, procedures as applied in sole proprietorships, Partnership Firms and Companies.*
2. *To acquire the ability to solve cases relating to audit engagements.*

COURSE OUTCOME:

After going through this course, the students are expected to learn and apply the knowledge of the Auditing in various Organizations.

UNIT – I

Auditing: Meaning, Objectives and basic principles governing an Audit. Classification of Audit: on the basis of organisation, on the basis of Function, on the basis of practical approach and on the basis of Audit Dimension. Techniques and procedures of Auditing. Role of an Auditor in an Organisation.

UNIT – II

Vouching: Principles, Objectives and importance. Vouching and Verification, Vouching and Routine Checking. Verification and Valuation of Assets and Liabilities. Difference between Verification and Valuation. General principles for Verification and Valuation of Assets and Liabilities. Challenges in Verification and Valuation of Assets and Liabilities. Concept of Internal Control, Internal Check and Internal Audit.

UNIT – III

Audit of Sole Proprietorship and Partnership Firm: Salient features of Audit of Accounts of Sole-proprietorship and Partnership Firms. Rights, Duties and Liabilities of Auditor of a Sole- Proprietorship and partnership Firm. Audit Reports on Accounts of Sole proprietorship and Partnership Firm. Sole-proprietorship Audit Vs Partnership Firm Audit.

UNIT – IV

Company Audit: Introduction, preliminaries before commencement of company audit, audit of accounts of a company under Indian Companies Act, 2013. Special requirements of Company Audit. Rights, duties and role of a company Auditor. Treatment of Divisible Profits and Dividends under Indian Companies Act 2013. General guidelines for distribution of dividends. Auditor's duty regarding payment of dividend.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS

1. Kamal Gupta: Auditing, Tata McGraw Hill.
2. Rao G.C. Cost and Management Audit, Commercial Law Publishers.
3. Sharma, T.R. --- Auditing, Sahitya Bhavan Publications.
4. Basu, S.K. --- Auditing: Principles & Techniques, Pearson Education.
5. B.N. Tandon, et al---- Handbook of practical Auditing, S. Chand, New Delhi.
6. Renuka Bakshi, et al --- Auditing: Concepts and Applications, Bhat Publications.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH FINANCE (COMMERCE) AS MINOR (CT – I)
5th SEMESTER

FIN522N FINANCE (COMMERCE) _ CORPORATE FINANCE

CREDITS: THEORY – 03; TUTORIAL – 01

COURSE DESCRIPTION:

The course is designed to acquaint the students with the various aspects of Corporate Finance to augment their decision-making capabilities. The course covers time value of money, evaluation of risk & return, Cost of Capital & Valuation of securities.

COURSE OBJECTIVES:

4. *To enable the students to understand Time Value of Money and its relevance in corporate financial decision making.*
5. *To enable the students to understand Time Value of Money and its relevance in corporate financial decision making.*
6. *To acquaint the students with the concepts of Risk and Return and its relation with Cost of Capital.*

COURSE OUTCOME

The students are expected to have clear understanding of Corporate Finance and its application in the business organization. Moreover, the students are expected to enhance their financial decision-making skills and capabilities.

UNIT-I

Introduction: Meaning, Principles and Goals of Financial Management. Profit Maximization *vs* Wealth Maximization. Agency-Relationship conflict: Director Shareholder Conflict and Manager-Shareholder Conflict. Economic value-added concept.
Risk and Return: meaning, methods of measuring risk: Expected Return, Standard Deviation, Co-efficient of variation, and Beta coefficient; Portfolio Risk. Measurement of standalone and Portfolio Return.

UNIT-II

Time Value of Money: Meaning and significance, Computation of present value: Single Cash Flow, Annuity & Uneven Cash Flow. Computation of future value: Single Cash Flow, & Annuity. Intra-year Compounding and Discounting. Special Applications of Time Value: Deposits to accumulate a certain Sum, Loan Amortization and Interest / Growth rates.

UNIT-III

Cost of Capital: Meaning, concepts and Significance of Cost of Capital. Calculation of cost of debt Preferred stock, Common Stock and Retained earnings. Weighted average cost of capital.
Valuation of Securities: valuation concepts, valuation of Bonds, Preferred stocks, and Common stocks. Calculation of yield.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

G. *Case Studies individually or in groups*
H. *Group Discussions on subject specific current issues/development*
I. *Assignments*
J. *Project Work & Viva-Voice*
K. *Field Visits & Reports*
L. *Practicals wherever applicable*

SUGGESTED READINGS:

5. *Clayman, M. R., Fridson, M. S. & Troughton, G. H. "Corporate Finance: A Practical Approach", John Wiley & Sons Inc. New Jersey.*
6. *Pandey, I. M. "Financial Management", Vikas Publishing House, New Delhi.*
7. *Berk, J. & Demarzo, P. "Corporate Finance: A Global Edition", Pearson Publications, New York.*
8. *Quirry, P., Dallocchio, M. et al. "Corporate Finance: Theory & Practice", John Wiley & Sons Ltd. UK.*

Note: Latest editions of text books may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-I)
6th SEMESTER

AAT622J1 ACCOUNTING & TAXATION (COMMERCE) _ CORPORATE ACCOUNTING - II

CREDITS: THEORY - 3; TUTORIAL - 1

COURSE DESCRIPTION:

This course is framed to make students aware about different accounting aspects of corporate Organizations. The course will cover topics like- Accounting for Amalgamation and Internal Reconstruction, Accounting for Holding Companies and Double Accounts system, besides the Liquidation of companies.

COURSE OBJECTIVES

1. *To acquire adequate knowledge of practical aspects of the Advanced Corporate Accounts*
2. *To make students understand as to how Insolvency and Liquidation process is carried out.*
3. *To make students understand the accounting procedure for Amalgamation and Internal Reconstruction.*
4. *To make students understand the preparation of accounts of Holding companies and Double Accounts system.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding, knowledge of the Advanced Corporate Accounting concepts and practices.

UNIT-I: ACCOUNTING FOR AMALGAMATION AND INTERNAL RECONSTRUCTION:

Meaning of Amalgamation, Absorption & Reconstruction, Purchase consideration and accounting treatment of Amalgamation, Absorption and External Reconstruction, Calculation of Purchase Consideration, Amalgamation in the nature of purchase (with Adjustments), Amalgamation in the nature of Merger (with Adjustments), Internal Reconstruction.

UNIT-II: HOLDING COMPANY ACCOUNTS:

Definition of Holding Company, Holding Companies (including intercompany holdings with one subsidiary company), Consolidation of Balance Sheet, Treatment of Mutual Owings, Contingent Liabilities, Unrealized Profit, Revaluation of Assets and Minority Interest.

DOUBLE ACCOUNT SYSTEM:

Meaning, objectives and features of Double Account System, Difference between Government Accounts system and Commercial Accounts System, Types of Government Accounting: Consolidated Funds, Contingent Funds and Public Funds, Preparation of Financial Statements of Government Organizations.

UNIT-III: LIQUIDATION OF COMPANIES

Liquidation, Modes of winding up or liquidation of a company, Procedure for Liquidation, Contributory Preferential Payments – Statements of Affairs – Liquidator's, Remuneration – Preparation of Liquidator's Final Statement of Account.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. *Case Studies individually or in groups*
B. *Group Discussions on subject specific current issues/developments*
C. *Assignments*
D. *Project Work & Viva-Voice*
E. *Field Visits & Reports*
F. *Practicals wherever applicable*

SUGGESTED READINGS

1. J.R. Monga, Basic Corporate Accounting, Mayur Paperbacks (c/o K.L. Malik and Sons Pvt. Ltd, 23 – Darya Ganj, New Delhi.
2. M.C., Shukla, T.S. Grewal and S.C. Gupta, Corporate Accounting, S. Chand and Co., New Delhi.
3. Advanced Accountancy Volume I & II- P.C. Tulsian, Pearson Education, New Delhi.
4. Mukherjee and Hanif, Corporate Accounting, Tata McGraw Hill, New Delhi.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-II)

6th SEMESTER

AAT622J2 ACCOUNTING & TAXATION (COMMERCE) _ COST ACCOUNTING-I

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and perspective of basic Cost Accounting to students. The course aims at studying various components of cost such as Material, Labour and Overheads for the computation of cost of a product or service.

COURSE OBJECTIVES

1. *To enable the learners to have full understanding of Basic Cost Accounting techniques to collect and analyze the cost of Material, Labour and Overheads.*
2. *To make the learner as how the Material, Labour and Overheads are estimated and controlled.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding and knowledge of the Fundamentals of Cost Accounting with regard to Material, Labour and Overheads.

UNIT-I: BASICS OF COST ACCOUNTING:

Meaning, objectives and advantages of cost accounting, Role of a cost accountant in an organization. Cost Accounting Vs Financial accounting. Cost concepts and classifications. Basic understanding of Cost Unit & Cost Centre. Various methods and techniques of costing.

UNIT-II: MATERIAL CONTROL:

Meaning, Objectives and Essentials of Material Control, Purchase Control, Store Keeping and Inventory Control, Methods of Pricing of Materials- LIFO, FIFO, Simple Average Method, Weighted Average Method and treatment of Material Loss. Control of Material Costs. Accounting for Materials.

UNIT-III: LABOUR CONTROL:

Meaning and importance of Labour cost, Types of Labour, Concept of Labour Turnover, Causes of Labour Turnover, Methods and measurement of Labour Turnover: Separation Method, Replacement Method and Flux Method, Concept of Idle Time, Causes and accounting treatment of Idle Time, Concept of Overtime and its disadvantages. Methods of Wage Payment, Accounting for Wages. Labour Cost Control. Accounting for Labour.

UNIT-IV: OVERHEADS:

Meaning and Importance of Overheads, Allocation of Overheads and Apportionment of Overheads, Distinction between Allocation and apportionment, Absorption of Overheads- Overhead Rate and its types, Under and over absorption of overheads. Cost Accounting books and various types of Ledgers, Accounting for Overheads.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS

1. Cost Accounting: Theory & Practice, Babatosh Banerjee, Prentice Hall of India
2. Cost Accounting -Nigam and Sharma, Himalya Publishing House.
3. Cost Accounting (Methods & Problems), B. K. Bhar, Academic Publisher, Calcutta.
4. Advanced Cost & Management Accounting, Ravi M. Kishore (CMA), Taxman Publications.
5. Advanced Cost and Management Accounting, Sexena & Vishist, Sultan Chand.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-III)

6th SEMESTER

AAT622J3 ACCOUNTING & TAXATION (COMMERCE) _ ADVANCED AUDITING

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and perspective of Auditing practices to students. The course covers Audit Report and Audit Certificate, Audit of Banks and Insurance Companies, Audit of Government and Public Sector Undertakings and Cost Audit, Management Audit and Tax Audit.

COURSE OBJECTIVES

1. *To understand the Audit Report and Audit Certificate.*
2. *To acquire the ability of analyzing Audit of Banks and Insurance Companies, Audit of Government and Public Sector Undertakings and Cost Audit, Management Audit and Tax Audit.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding, knowledge of the Auditing Practices in the Organization.

UNIT – I: AUDIT REPORT AND AUDIT CERTIFICATE

Audit Report: Meaning and Value of Audit Report. Essentials of Good Audit Report, Signing of the Audit Report, Forms of Audit Report. Audit Certificate: Meaning and its types. Difference between Audit Report and Audit Certificate. Concept of Qualified Audit Report. Investigation: Meaning, objectives and Features, Terms of reference, Working Method. Investigation Vs Audit.

UNIT – II: AUDIT OF BANKS AND INSURANCE COMPANIES

Audit of Banks: Legislation relevant to audit of Banks, Approach to bank audit, Statutory Audit and Concurrent Audit. Audit of Insurance Companies: Audit of companies carrying on Life Insurance Business, Audit of companies carrying on General Insurance Business. Submission of Reports and Returns.

UNIT III: AUDIT OF GOVERNMENT AND PUBLIC SECTOR UNDERTAKINGS

Audit of Government and Public Sector Undertakings: Institutional framework of government audit, Nature and objectives of government audit. Audit of Public Sector Undertakings, Distinction between Audit of Public Sector undertakings and Audit of Private sector Undertakings, Distinction between Government Audit and Commercial Audit, Audit by Comptroller and Auditor General of India: Main Features.

UNIT – IV: COST AUDIT, MANAGEMENT AUDIT AND TAX AUDIT

Cost Audit: Concept and importance of Cost Audit, Cost accounting records, provisions regarding cost audit under Indian Companies Act, 2013. Special features of cost audit and cost audit programme. Management Audit: Meaning and Need, conducting management audit, questionnaire on review of process of management, review of functional areas. Tax Audit: Concept, Nature, Purpose and Scope. Types of Tax Audit

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals, wherever applicable

SUGGESTED READINGS

1. Kamal Gupta: Auditing, Tata McGraw Hill.
2. Rao G.C. Cost and Management Audit, Commercial Law Publishers.
3. Sharma, T.R. --- Auditing, Sahitya Bhavan Publications.
4. Basu, S.K. --- Auditing: Principles & Techniques, Pearson Education.
5. B.N. Tandon, et al---- Handbook of practical Auditing, S. Chand, New Delhi.
6. Renuka Bakshi, et al --- Auditing: Concepts and Applications, Bhat Publications.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH FINANCE (COMMERCE) AS MINOR (CT – I)
6th SEMESTER

FIN622N FINANCE (COMMERCE) _ CORPORATE GOVERNANCE

CREDITS: THEORY – 03; TUTORIAL – 01

COURSE DESCRIPTION

The course is designed to highlight and discuss the various aspects and importance of corporate governance, especially in India. The course also deals with the emergence of corporate governance and the world view about corporate governance.

COURSE OBJECTIVES

4. *To make students understand the mechanism of Corporate Governance in general and in Indian context, in particular.*
5. *To acquaint students with the view and recommendations of various global and national committees on corporate governance.*
6. *To imbibe students with the sense of becoming responsible managers caring not only of their companies but also meet the social, national and global expectations.*

COURSE OUTCOME

The students are expected to get familiarize with the concept governance of corporations, understand legal and regulatory framework of corporate governance, and, subsequently, develop the ethical corporate governance acumen.

UNIT-I

Corporate Governance: Need, Characteristics & Scope. Emergence of Corporate Governance. Issues in Corporate Governance. Corporate Governance Theories: Agency Theory, Stakeholder's Theory, Stewardship Theory, Moral Hazard Theory, & Sociological Theory. Corporate Governance Models: The Anglo-Saxon Model, The Japanese Model, & Indian Model. Corporate Governance & Obligation towards different Stakeholders.

UNIT-II

Overview of Prominent Corporate Governance Initiatives at Global & National Level: OECD Principles, World Bank Recommendations, Mckinsey Survey on Corporate Governance, Naresh Chandra Committee Report 2002, The Narayana Murthy Report 2003, & Uday Kotak Report on Corporate Governance 2017.
Legal & Regulatory Framework of Corporate Governance in India. Investor Protection under "The Indian Companies Act 2013". Auditor's Responsibilities under the Companies Act 2013. Corporate Governance guidelines under SEBI Act 1992 & National Depositories Act 1996.

UNIT-III

Board of Directors & Corporate Governance: Legal Position of a Director, Power, Duties & Responsibilities of Directors. Liabilities of a Director: Ultra Vires Act, Negligence, Breach & Misfeasance. Views of Various Committee on Role of Board of Directors in Corporate Governance: The Greenbury Committee, The Hampel Committee, & the OECD Views.
Whistle Blowers Protection Act 2014 & Corporate Governance: Whistle Blower & Informants. The Factors Influencing the Whistleblower in Disclosing Wrongdoing. Impact of Whistle Blowing on Corporate Governance.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

- *G. Case Studies individually or in groups*
- *H. Group Discussions on subject specific current issues/development*
- *I. Assignments*
- *J. Project Work & Viva-Voice*
- *K. Field Visits & Reports*
- *L. Practicals wherever applicable*

SUGGESTED READINGS:

6. Fernando, A. C., Muraleedharan, K. P. & Satheesh, E. K. *"Corporate Governance: Principles, Policies & Practices",* Pearson Education India, Noida, UP, India.
7. Indian Institute of Corporate Affairs (IICA), "*Corporate Governance*", Taxman Publications, New Delhi.
8. Tricker B. "*The Evolution of Corporate Governance*", Cambridge University Press, UK.
9. Mallin, C. A., *"Corporate Governance",* Oxford University Press, UK.
10. Monks, R. A. G. & Minow, N., *"Corporate Governance",* John Wiley & Sons Ltd., UK.

Note: Latest editions of text books may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-I)

7th SEMESTER

AAT722J1 ACCOUNTING & TAXATION (COMMERCE) _ GOODS & SERVICES TAX- I

CREDITS: THEORY - 3; TUTORIAL - 1

COURSE DESCRIPTION:

The Course aims at providing specialized and updated knowledge in the area of GST in a systematic manner. The course covers introduction, Levy of GST, Concept of Supply, Place of Supply, Time of Supply and Valuation of Taxable Supply.

COURSE OBJECTIVES

1. *To enable the learners to have full understanding as to how Goods and Services Tax is levied and collected in India under the GST Act, 2017.*
2. *To make the students understand various concepts such as Concept of Supply, Place Supply and Time of Supply and Valuation of Taxable Supply under GST Act, 2017.*

COURSE OUTCOME:

After going through this course, the students are expected to compute and levy Goods and Services Tax under GST Law and act as Tax practitioners.

UNIT I: INTRODUCTION:

Pre-GST indirect tax structure in India, Goods and Services Tax definition under GST Act 2017, Benefits of GST, Conceptual framework, Taxes subsumed in GST, Administration under GST, and Classification system under GST.

LEVY OF GST:

Basis of charge under GST, GST levied in case of inter-state supply, GST levied in case of intra-state supply, GST rates notified for supply of various goods & Services.

CONCEPT OF SUPPLY:

Taxable event, Supply, Significance of "Consideration", Activities treated as supply under Schedule II, and Schedule I even if consideration is absent, activities in negative list (neither supply of goods nor supply of services), significance of expression "Supply made in the course or furtherance of business", Supply relevant to attract GST – supply by a "Person" or supply by a "Taxable person", Different types of supply, Problems on Supply.

UNIT II: PLACE OF SUPPLY:

Location of Supplier and PoS, Location of supplier of goods, Location of supplier of Services, location of recipient of services, Determination of PoS of goods & services, Problems on place of supply.

TIME OF SUPPLY:

ToS determination & its significance, Determination of ToS of goods & Services, ToS in case of change in GST rate.

UNIT III: VALUATION OF TAXABLE SUPPLY:

Different methods of calculation of value of taxable supply, Valuation under aforesaid provisions is not possible, Supply where the consideration is not wholly in money, Supply between distinct persons or related persons, Supply of goods made or received through an agent, VoS of goods/ services based on cost, Determination of VoS under Rule 31 & 32, other modes of determination of value of taxable of taxable supply, Determination of rate of exchange of currency, Determination of VoS inclusive of GST.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS:

1. *CA Raj K Agrawal & CA shivangi Agrawal, "GST",Taxmann, Delhi, latest edition.*
2. *Deepak Jauhari & Anita Jauhari, "GST Simplified", Tax Wave Publications, New Delhi, latest edition.*
3. *Dr. Vinod K. Singhania & Dr. M Singhania, "Income Tax Including GST",Taxmann, Delhi, Latest edition.*
4. Bansal, K.M. (Latest). GST & Customs Law. Taxmann Publications Pvt. Ltd. New Delhi.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-II)

7th SEMESTER

AAT722J2 ACCOUNTING & TAXATION (COMMERCE) _ CUSTOMS LAW & PRACTICE

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and perspective of Customs Law to students. The course covers Introduction to Customs Law, Levy and Exemptions, Types of Duty, Classification of Imported and Export Goods, Valuation, Baggage Rules.

COURSE OBJECTIVES

1. *To enable the learners to have full understanding as to how Custom tax is levied and collected in India under Customs Act 1962.*
2. *To make students aware about the valuation of imports and exports under Customs Laws and rules thereof.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding, knowledge and application of the Customs Laws as operated in India. They should develop skills to make valuation for the purpose of Levy and computation of Customs Duty.

UNIT I: INTRODUCTION TO CUSTOMS ACT 1962

Historical background, Basic Concepts, Meaning and significance of territorial waters of India, Indian customs waters under the Customs Act, 1962

LEVY AND EXEMPTIONS

Determining Factors, Point and circumstances of levy, procedure, mechanism ad organization for assessment of duty, Remission, Abatement and Exemptions.

UNIT II: CUSTOM DUTIES

Basic customs duty (Sec. 12 of the Customs Act, 1962 & Sec. 2 of the Customs Tariff Act), Integrated tax, Goods & Services tax compensation Cess, Manner of computing assessable value for levying integrated tax, Manner of computing assessable value in case of warehoused goods, Additional duty of customs, Protective duties, Emergency power to impose or enhance export duties, Emergency power to impose or enhance import duties, power of central government to apply safeguard measures, countervailing duty on subsidized articles, anti-dumping duty, No levy in certain cases, appeal.

UNIT III: CLASSIFICATION OF IMPORT AND EXPORT GOODS

Customs tariff act 1975: Schedules to tariff, rules of interpretation and explanatory notes, First schedule of the customs,

VALUATION OF IMPORTS AND EXPORTS

Concept, terms used in commercial parlance, technical terms relating to value during import or export, Concept of indirect tax and valuation for the same, two approaches for computing the assessable value, valuation of goods based on sec. 14, Customs valuation (determination of value of imported goods) Rules, 2007.

UNIT IV: BAGGAGE RULES

Importation: Definitions of important terms, statutory provisions, procedure for clearance of imported goods.

Exportation: Important definitions, Control over export goods, procedure for clearance of export goods. Procedure for postal articles, Special provisions relating to stores, special procedure relating to clearance of baggage, Regulations in respect of baggage.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

- *A. Case Studies individually or in groups*
- *B. Group Discussions on subject specific current issues/developments*
- *C. Assignments*
- *D. Project Work & Viva-Voice*
- *E. Field Visits & Reports*
- *F. Practicals wherever applicable*

SUGGESTED READINGS

1. Bansal, K.M. (Latest). GST & Customs Law. Taxmann Publications Pvt. Ltd. New Delhi.
2. NitiBhasin and Sameer Lama. GST and Custome Laws, Taxman Publications Pvt. Ltd. New Delhi.
3. V.S. Datey and Dr. Krishnan Sachdeva. Principles of GST and Customs Law, Taxman Publications Pvt. Ltd. New Delhi.
4. https://www.icai.org/post.html?post_id=5840 (ICAI Site)

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-III)

7th SEMESTER

AAT722J3 ACCOUNTING & TAXATION (COMMERCE) _ COST ACCOUNTING-II

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

This course is designed to provide the understanding, knowledge and perspective of Advance Cost Accounting to students. The course aims at studying various costing methods such as Output Costing and Cost Sheet Preparation; Job, Batch and Contrast Costing; Process Costing and Service Costing.

COURSE OBJECTIVES

1. *To enable the learners to have full understanding of Cost Accounting Methods.*
2. *To make the student understand how the Output costing, Job, Batch, Contract costing, Process Costing and Service Costing helps Managers to take various decisions.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding and knowledge of the Cost Accounting Methods. By learning the above, the learner shall be in a position to prepare Cost Accounts of a company.

UNIT-I: UNIT AND OUTPUT COSTING

Meaning of Output Costing, Ascertainment of Cost and Profit under Output Costing, Divisions of cost and Detailed Cost Sheet, Treatment of Stock, treatment of special items of Cost and Non-Cost Expenses, Estimated Cost Sheet for the purpose of Tender and quotations.

UNIT-II: JOB COSTING, BATCH COSTING AND CONTRACT COSTING:

Job Costing: Procedures in Job order Costing. Meaning and Features of Batch Costing. Ascertainment of Batch Cost and Job Costing Vs Batch Costing.

Contract Costing: Introduction, Features of Contracts and Contract Costing, Recording of Costs of a Contract, Recording of Value and profit of Contracts, profit or loss on Contracts, Escalation Clause, Cost Plus Contracts- Principles guiding Cost Plus Contracts, Incomplete Contracts,

UNIT-III: PROCESS COSTING

Meaning and Features of Process Costing, Costing Procedures, important aspects of process costing- (Normal Loss, Abnormal Loss and Gain), Valuation of Work-in-progress when only closing WIP exists, Valuation of WIP when both opening and closing WIP exists, Steps in Valuation of Equivalent Units. Costing of Joint Products and Bye-Products: Joint product Costing, Waste, Scrape, defectives and spoilage. Accounting for Joint products and Bye-products.

UNIT-IV: SERVICE COSTING AND RECONCILIATION OF COST & FINANCIAL ACCOUNTS

Meaning and Features of Service Costing, Ascertainment of Service Cost per Unit, Application of Service Costing to Transport, Hotels & Hospitals. Reconciliation of Cost and Financial Accounts, Reasons for Variation, Procedure for reconciliation.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Field Visits & Reports
F. Practicals wherever applicable

SUGGESTED READINGS

1. Cost Accounting: Theory & Practice, Babatosh Banerjee, Prentice Hall of India
2. Cost Accounting -Nigam and Sharma, Himalya Publishing House.
3. Cost Accounting (Methods & Problems), B. K. Bhar, Academic Publisher, Calcutta.
4. Advanced Cost & Management Accounting, Ravi M. Kishore (CMA), Taxman Publications.
5. Advanced Cost and Management Accounting, Sexena & Vishist, Sultan Chand.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH FINANCE (COMMERCE) AS MINOR (CT – I)

7th SEMESTER

FIN722N FINANCE (COMMERCE) _ ENTREPRENEURSHIP & START-UPS

CREDITS: THEORY – 03; TUTORIAL – 01

Course Description

The course is designed to impart awareness and knowledge about entrepreneurship among the students. The course covers theoretical, financial and organizational aspects of developing new ventures.

Course Objectives

4. *To acquaint the students about the importance and dimensions of Entrepreneurship Development and identify entrepreneurship opportunities.*
5. *To augment the student's awareness about the theoretical and practical aspects of Entrepreneurship.*
6. *To enhance the students' insights and capabilities to generate new business & product ideas.*

Course Outcome

After going through this course, students are expected to develop sense of choosing entrepreneurship as a career.

UNIT I

Entrepreneurship as a Career Choice; Who is an Entrepreneur; Types of Entrepreneurs; Interpersonal Competencies/Traits; Theories of Entrepreneurship.

Case Study of Successful Entrepreneurs & Interactional works of Leading Entrepreneurs.

UNIT II

Entrepreneurial Opportunity Spotting & Crafting a Business Opportunity; Business Planning; Conducting Feasibility Study; Preparation of Project Report; Sources of Finances.

Case Study on Feasibility - Study Report & Brainstorming Sessions.

UNIT III

Organising an Enterprise; Financial Management: Fixed Capital, Working Capital, Venture Capital; Planning an appropriate Capital Structure; Marketing Management: Designing Market Development Plan; Quality Management.

Interaction with the Management Experts.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

G. *Case Studies individually or in groups*
H. *Group Discussions on subject specific current issues/development*
I. *Assignments*
J. *Project Work & Viva-Voice*
K. *Field Visits & Reports*
L. *Practicals wherever applicable*

SUGGESTED READINGS:

5. *David H. Holt, "Entrepreneurship: New Venture Creation", Pearson Education India.*
6. *Desai, Vasant, "The Dynamics of Entrepreneurship Development and Management: Planning for Future Sustainable Growth", Himalaya Publishing House, New Delhi.*
7. *Hisrich, R., Peters, M., & Shepherd, D. "Entrepreneurship". McGraw-Hill, New Delhi.*
8. *Education. Khankha, S. S., "Entrepreneurial Development", Sultan Chand, New Delhi.*

Note: Latest editions of text books may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-I)
8th SEMESTER

AAT822J1 ACCOUNTING & TAXATION (COMMERCE) _ GOODS AND SERVICES TAX – II

CREDITS: THEORY - 3; TUTORIAL - 1

COURSE DESCRIPTION:

The Course aims at providing specialized and updated knowledge in the area of GST in a systematic manner. The course Reverse Charge Mechanism, Input Tax Credit, Composition Schemes, Registration, Tax Invoice, Credit & Debit Notes and Returns, Tax Payments and Interest.

COURSE OBJECTIVES

1. *To enable the learners to have full understanding as to how Goods and Services tax is levied and collected in India under GST Act, 2017.*
2. *To make the student understand various concepts such as Reverse Charge Mechanism, Input Tax Credit, Composition Scheme, Tax Invoice, Debit and Credit Notes, Returns, Tax Payments and Interest as applicable under the GST Act,2017.*

COURSE OUTCOME:

After going through this course, the students are expected to have a clear understanding and knowledge of the GST as operated in India. Moreover, this course shall enable them to act as Tax practitioners in the GST field.

UNIT I: REVERSE CHARGE MECHANISM:

Concept, its applicability, RCM application on supply by unregistered person to registered person, Problems on RCM.

INPUT TAX CREDIT:

Conditions for taking input tax credit, ITC for payment of CGST, SGST and IGST, Apportionment of Credit and its determination, Mode of computation of ITC pertaining to capital goods and reversal, Mode of distribution of credit by Input Service Distributor (ISD), Problems on ITC.

UNIT – II: COMPOSITION SCHEME:

Threshold limit for small taxpayers, Composition levy, conditions, specified GST rates under composition scheme, relevant considerations, Problems on composition scheme.

Registration: Significance of registration, Liable for registration Under GST, Procedure for registration.

UNIT – III: TAX INVOICE, CREDIT & DEBIT NOTES:

Invoice under GST, importance, Tax invoice/bill of supply to be issued by a registered person, Contents of Tax invoice, Receipt voucher, Refund voucher, Payment voucher & Revised Tax invoice, Provisions regarding tax invoice in special cases given under rule 54, Provisions regarding transportation of goods without issue of invoice, Provisions pertaining to collection of tax & its indication in invoice, Credit & Debit Notes, Problems on tax invoice, credit & debit notes.

RETURNS, TAX PAYMENTS & INTEREST:

Basic features of GST return mechanism, Different GST returns, Matching, Reversal & reclaim of input tax credit, Electronic Liability, Credit & Cash ledger, Different assessments under GST, Interest applicable under GST, Penalty under GST.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. *Case Studies individually or in groups*
B. *Group Discussions on subject specific current issues/developments*
C. *Assignments*
D. *Project Work & Viva-Voice*
E. *Field Visits & Reports*
F. *Practicals wherever applicable*

SUGGESTED READINGS:

1. *CA Raj K Agrawal & CA shivangi Agrawal, "GST", Taxmann, Delhi, latest edition.*
2. *Deepak Jauhari& Anita Jauhari, "GST Simplified", Tax Wave Publications, New Delhi, latest edition.*
3. *Dr. Vinod K. Singhania& Dr. M Singhania, "Income Tax Including GST", Taxmann, Delhi, Latest edition.*
4. Bansal, K.M. (Latest). GST & Customs Law. Taxmann Publications Pvt. Ltd. New Delhi.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-II)
8th SEMESTER

AAT822J2 ACCOUNTING & TAXATION (COMMERCE) _ ACCOUNTING SOFTWARE - TALLY _ ERP-9

CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:

The Course aims at providing theoretical as well as practical knowledge regarding Tally Software. The course covers Fundamentals of Tally.ERP-9, Advance Accounting and Inventory Tally.ERP-9, Taxes and Technology in Tally.ERP-9 and Payroll Accounting and Report Generation in TallyERP-9.

COURSE OBJECTIVE

1. *To acquire comprehensive knowledge of the Tally Software (TallyERP-9).*
2. *To enable students to learn the practical aspects of the Tally Software (TallyERP-9)*

COURSE OUTCOME:

After going through this course, the students are expected to maintain accounts of various entities using the Tally Software (TallyERP9). Comprehensive skills must be acquired with this course to prepare, analyze and interpret various accounts along with various taxes levied in India which are covered under this software.

UNIT – I: FUNDAMENTALS OF TALLY. ERP 9

Company Features, configuration, Getting functions withTally.ERP9, Creation/setting up of company in Tally.ERP9, Chart of Groups, Groups, Multiple Groups, Ledgers and Multiple Ledgers, Stock Groups, Multiple Stock Groups, Stock Categories, Multiple Stock Categories and Stock Items.

Vouchers Entry in Tally.ERP9: Introduction, Types of Vouchers, Chart of Vouchers, Accounting Vouchers, Inventory Vouchers, Invoicing.

UNIT – II: ADVANCE ACCOUNTING & INVENTORY IN TALLY.ERP9

Advance Accounting: Bill-wise details, cost centers and Cost Categories, Multiple currencies, Interest calculations, Budgets and Controls, Scenario Management and Bank Reconciliation.

Advance Inventory: Order Processing, Reorder Levels, Batch-wise details, Bill of Materials, Batch-wise Details, Different Actual and Billed Quantities, Price Lists, Zero-Valued, Additional cost details.

UNIT – III: TAXES & TECHNOLOGY IN TALLY.ERP9

Taxes: TDS, TDS Reports, TDS Online Payment, TDS Returns Filing, TDS Certificate issuing, 26AS Reconciliation, TCS, TCS Reports, GST, GST Returns EPF ESIC, Professional Tax.

Technology: Tally Vault, Security Controls, Tally Audit, Backup and Restore, Split company data, Import and Export of data, Printing Reports and Cheques, Create a Company Logo.

UNIT – IV: PAYROLL ACCOUNTING & REPORT GENERATION IN TALLY.ERP9

Payroll Accounting: Employee Creation, Salary Define, Employee Attendance Register, Pay Heads Creation, Salary Report.

Report Generation: Financial Statements, Trading Account, Profit & Loss Account, Balance Sheet, Accounts Books and Reports, Inventory Books and Reports, Exception Reports, statutory Reports, Payroll Reports, Trail Balance, Day Book, Stock summary and Outstanding Statements

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

A. Case Studies individually or in groups
B. Group Discussions on subject specific current issues/developments
C. Assignments
D. Project Work & Viva-Voice
E. Practicals.

SUGGESTED READINGS

1. Er. SoumyaRanjanBahera. Tally.ERP9 with GST, B.K. Publications Ltd.
2. Ashok K. Nadhani. Tally.ERP9 Training Guide, BPB Publications Ltd.
3. Rajesh Chedha. Tally.ERP9 with GST and E-Way Bill. Ane's Books Private Ltd.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH ACCOUNTING & TAXATION (COMMERCE) AS MAJOR (CT-III)
8th SEMESTER
AAT822J3 ACCOUNTING & TAXATION (COMMERCE) _ ACCOUNTING THEORY
CREDITS: THEORY - 4; TUTORIAL - 2

COURSE DESCRIPTION:
This curse has been designed to provide an insight to the students regarding the environment in which the accountancy profession operates. The course covers accounting thought, harmonization of accounting standards across different countries and detailed study of selected accounting standards of India (Ind AS).

COURSE OBJECTIVE
1. *To aware the students about accounting environment and emergence of accounting thought.*
2. *To make the students understand the need for harmonization and conversions of accounting practices across economies.*
3. *To impart knowledge and skills regarding application of Indian Accounting Standards (Ind AS) in the Indian organizations.*

COURSE OUTCOME:
After the completion of this course, the students are expected to learn and apply global and Indian Accounting Standards (Ind AS) as practical/ professional Accountants.

UNIT I
Accounting Environment- Economic, Social, Legal and Professional. Accounting Theory: Nature, foundation and role. Emergence of Accounting Thought: Approaches to Accounting thought; deductive Vs Inductive approach, positive Vs normative approach, events Vs predictive approach. Other approaches viz, pragmatic, authoritarian, sociological, and economic and ethical approaches. Accounting Theories: Accounting structure theory, Interpretational theory, and decision –usefulness theory.

UNIT II
Harmonization and Global Convergence of Accounting Standards: Need, convergence of Accounting Standards, Standardization and Harmonization, Arguments for Harmonization and global convergence, International Accounting Standard Committee (IASC) and International Accounting Standard Board (IASB), Process of developing International Accounting Standards and IFRS. Benefits of Global Accounting Standards, Obstacles in convergence and Harmonization. Accounting Standard setting in India, process of standard setting.

UNIT III
Indian Accounting Standards: Study of Definition, objectives, scope, benefits and application of – Ind AS1, Ind AS2, Ind AS7, Ind AS8, Ind AS10, Ind AS 12 Ind- AS16, Ind AS19, Ind AS20, Ind AS21.

UNIT IV
Indian Accounting Standards: Study of Definition, objectives, scope, benefits and application of Ind- AS23, Ind AS24, Ind AS27, Ind AS28, Ind AS29, Ind AS33, Ind AS34, Ind AS36 Ind- AS37, Ind AS38, Ind AS40, Ind AS41,

TUTORIALS
Apart from the individual attention being given to the students, Tutorials shall include the following:
- *A. Case Studies individually or in groups*
- *B. Group Discussions on subject specific current issues/developments*
- *C. Assignments*
- *D. Project Work & Viva-Voice*
- *E. Field Visits & Reports*
- *F. Practicals wherever applicable*

SUGGESTED READINGS:

1. Gahlot, K.L, etal- Accounting Theory, AG Publishing
2. Ahmed Riahi Belkaoui, Accounting Theory, QuormBooks, 2000.
3. Jawahar Lal, Accounting Theory and Practice, Himalaya PublishingHouse,2008.
4. L.S.Porwal, Accounting Theory, TMH, 2000.
5. Rathore, Shirih – International Accounting.
6. Ravat & Shroff – Students Guide to Accounting Standards Taxmann Publications.
7. Indian Accounting Standards (Ind AS), Taxmann Publications.
8. D'Souza, Dolphy – Indian Accounting Standards (Ind AS), Taxmann Publications.

Note: Latest Edition of the Readings may be used.

BACHELORS WITH FINANCE (COMMERCE) AS MINOR (CT – I)

8th SEMESTER

FIN822N FINANCE (COMMERCE) _ COMMERCIAL BANKING & CREDIT APPRAISAL

CREDITS: THEORY – 03; TUTORIAL – 01

COURSE DESCRIPTION

The course deals with the working mechanism of Commercial banks and their credit appraisal. The course covers liquidity management in banks, management of loans and management working capital in banks.

COURSE OBJECTIVES

1. *To acquaint the students with various nuisances about dealings of a business with a bank relating to management of funds and fulfilling of various funding requirements related to a business.*
2. *To acquaint the students with various theories of management liquidity in banks.*

COURSE OUTCOME

After going through this course, the students are expected to underhand the working procedure of banks and methods of credit appraisal of various entities.

UNIT I

Commercial Bank: Meanings, functions, management and investment policies of commercial banks, Present structure; Recent developments in commercial banking. Management of Bank Deposits: Deposit Types: Demand Deposits versus Term Deposit. Management of capital Funds in Commercial Banks; Meaning and function of capital funds; Necessity of adequate capital funds. Prudential norms of income recognition and asset classification.

UNIT II

Liquidity Management in Commercial Banks: Theories of liquidity Management; Priorities in the employment of bank funds. Management of Reserves: Nature and purpose of primary reserves; Legal reserves-nature and function; Working reserve-nature and function; cash management in commercial banks. Secondary Reserves: Nature and function of secondary reserves; factors influencing secondary reserves; Estimation and management of secondary reserves.

UNIT III

Management of Bank Loans: Characteristics of commercial loans: Loan policy in a commercial bank, evaluating loan application - credit information, credit analysis, credit decision; Priority sector lending policies of commercial banks in India. Objectives of credit management. 6 C of Credit. Working Capital versus Term loans. Factors affecting level of working capital. Operating Cycle. Factors to be considered for term loan proposal assessment. Types of charge: Hypothecation, Pledge, Lien, Assignment, Mortgage etc.

TUTORIALS

Apart from the individual attention being given to the students, Tutorials shall include the following:

G. *Case Studies individually or in groups*
H. *Group Discussions on subject specific current issues/development*
I. *Assignments*
J. *Project Work & Viva-Voice*
K. *Field Visits & Reports*
L. *Practicals wherever applicable*

SUGGESTED READINGS:

8. *Jadhav, Narendra: Challenges to Indian Banking ed. Macmillan, New Delhi*
9. *Joel, Bessis; Risk Management in Banking John Wiley.*
10. *Sinkey, Joseph F, Jr: Commercial Banks Financial Management, Prentices Hall Delhi.*
11. *Smith, T.R Fire Insurance Theory & Practice, Stone & Cox*
12. *Turner, H.S. Principles of Marine Insurance, Store and Cox*
13. *S. singh Yogesh Singh, Risk Management in Banks, Excel Books, 2008*
14. *Bharati V. Rathok, Indian Financial System, Pearson Edn, 2006*

Note: Latest editions of text books may be used.