

Nagindas Khandwala College (Autonomous)



Revised Syllabus And Question Paper Pattern Of Course

Bachelor of Commerce in Accounting & Finance (BAF)

Programme

Second Year

Semester III

(To be implemented from Academic Year 2018-19)

**Nagindas Khandwala College of Commerce, Arts and Management Studies
(Autonomous)**

Affiliated to Mumbai University

B. Com. in Accounting & Finance (BAF)

For Students Admitted from A.Y. 2018-2019 & Onwards

SYBAF - Semester III							
Course Code	Course	Hrs. of Instruction/ week	Exam Duration (Hours)	Maximum Marks			Credits
				CIE	SEE	Total	
	Part II Core 1: Financial Accounting – III (Special Accounting Areas)	3	2 ½ hrs	25	75	100	3
	Core 2: Cost Accounting – II (Methods of Costing)	3	2 ½ hrs	25	75	100	3
	Core 3: Auditing – II (Techniques of Auditing & Audit Procedures)	3	2 ½ hrs	25	75	100	3
	Core 4: Business Law – II (Business Regulatory Framework)	3	2 ½ hrs	25	75	100	3
	DSE (Core) 1: Economics – II (Macro Economics)	3	2 ½ hrs	25	75	100	3
	DSE (Core) 2 Information Technology in Accountancy – I	3	2 ½ hrs	25	75	100	3
	DSE (allied) 1: Foundation Course in Commerce (Financial Market Operations) - III	2	21/2hrs.	25	75	100	2
	Total	20					20

**Revised Syllabus of Courses of B.Com. (Accounting & Finance) Programme at
Semester III
with effect from the
Academic Year 2017-2018**

**Financial Accounting - III
(Special Accounting Areas)**

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
Part II Core 1 Financial Accounting - III	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year
2	Piecemeal Distribution of Cash
3	Amalgamation of Firms
4	Conversion / Sale of a Partnership Firm into a Ltd. Company

Financial Accounting - III
(Special Accounting Areas)

Sr. No.	Modules / Units
1	Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year
	<p>Simple final accounts questions to demonstrate the effect on final accounts when a partner is admitted during the year or when partner retires / dies during the year.</p> <p>Allocation of gross profit prior to and after admission / retirement / death when stock on the date of admission / retirement is not given and apportionment of other expenses based on time / sales / other given basis.</p> <p>Ascertainment of gross profit prior to and after admission / retirement / death when stock on the date of admission / retirement is given and apportionment of other expenses based on time / sales / other given basis.</p> <p>Excluding Questions where admission / retirement / death, all or any two of it takes place in the same year.</p>
2	Piecemeal Distribution of Cash
	<p>Excess Capital Method only.</p> <p>Asset taken over by a partner.</p> <p>Treatment of past profits or past losses in the Balance sheet.</p> <p>Contingent liabilities / realization expenses / amount kept aside for expenses and adjustment of actual expenses incurred.</p> <p>Treatment of secured liabilities.</p> <p>Treatment of preferential liabilities like Government dues / labour dues etc.</p> <p>Excluding: Insolvency of partner and Maximum Loss Method.</p>
3	Amalgamation of Firms
	<p>Realization method only.</p> <p>Calculation of purchase consideration, Journal / Ledger accounts of old firms.</p> <p>Preparing Balance sheet of new firm, adjustment of goodwill in the new firm.</p> <p>Realignment of capitals in the new firm by current accounts / cash or a combination thereof.</p> <p>Excluding: Common transactions between the amalgamating firms</p>
4	Conversion / Sale of a Partnership Firm into a Limited Company
	<p>Realisation method only.</p> <p>Calculation of New Purchase consideration, Journal / Ledger accounts of old firms.</p> <p>Preparing Balance sheet of new company.</p>

Reference Books
Financial Accounting – III (Special Accounting Areas)
<p>Introduction to Accountancy by T. S. Grewal Advance Accounts by Shukla & Grewal Advance Accountancy by R. L. Gupta and M Radhaswamy Modern Accountancy by Mukherjee and Hanif Financial Accounting by Lesile Chandwichk Financial Accounting for Management by Dr. Dinesh Harsalekar Financial Accounting by P. C. Tulsian Accounting Principles by Anthony, R.N. and Reece J.S. Financial Accounting by Gupta and Radhaswamy M Financial Accounting by Monga, J.R. Ahuja, Girish and Shehgal Ashok.</p>

**Cost Accounting – II
(Methods of Costing)**

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
Core 2 Cost Accounting – II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Classification of Cost And Cost Sheet
2	Reconciliation of Cost and Financial Accounts
3	Contract Costing
4	Process Costing

**Cost Accounting – II
(Methods of Costing)**

Sr. No.	Modules / Units
1	Classification of Cost and Cost Sheet
	Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre. Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose. Simple practical problems on preparation of cost sheet
2	Reconciliation of cost and financial accounts
	Practical problems based on reconciliation of cost and Financial accounts.
3	Contract Costing
	Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax Deducted at Source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Excluding Escalation clause. Note- Simple practical problems.
4	Process Costing
	Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit. Note- Simple Practical problems

Reference Books
Cost Accounting – II (Methods of Costing)
Lecture on costing by Swaminathan published by S.Chand & Co. Practical costing by Khanna Pandey and Ahuja published by S.Chand & Co. Cost Accounting by C S Rayudu published by Tata McGraw Hills Cost Accounting by Jawaharlal published by Tata McGraw Hills Theory and problems of Cost and Management accounting by M Y Khan and P K Jain published by Tata McGraw Hills Cost Accounting by Ravi M Kishore published by Taxmann Ltd. Cost Accounting by N K Prasad Cost Accounting- Theory and Practice by B K Bhar Cost Accounting- Theory and Practice by M N Arora published by Practical Costing by P C Tulsian published by Vikas Publishing house Cost Accounting- Text and problems by M C Shukla, T S Grewal and M P Gupta published by S.Chand Cost Accounting- Problems and solutions by V K Saxena C D Vashist published by S.Chand Cost Accounting by S P Jain and K L Narang published by Kalyani Cost Accounting- Principles and practice by M N Arora published by Vikas Cost Accounting- A Managerial emphasis by Horngreen, Charles, Foster and Datar published by Prentice Hall of India Advanced problems and solutions in Cost Accounting by S N Maheshwari published by Sultan Chand

Auditing - II
(Techniques of Auditing & Audit Procedures)

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
Core 3 Auditing - II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Vouching
2	Auditing Techniques: Verification
3	Audit and Assurance Standards
4	Audit of Limited Companies

Auditing – II
(Techniques of Auditing & Audit Procedures)

Sr. No.	Modules/ Units
1	Vouching
	<p>Audit of Income Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received.</p> <p>Audit of Expenditure Purchases, Salaries & Wages, Rent, Insurance Premium, Telephone expense, Petty cash payment, Advertisement, Travelling Salesmen's Commission, Freight, Carriage and Custom Duties.</p>
2	Auditing Techniques: Verification
	<p>Audit of Assets - Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, and Patent Rights.</p> <p>Audit of Liabilities - Outstanding Expenses, Accounts Payable, Secured loans, Unsecured Loans, Contingent Liabilities, Public Deposits</p>
3	Audit and Assurance Standards
	<p>Meaning, procedure for issuing standards in India, Brief overview of Auditing standard, Scope and significance of auditing standards, responsibility of auditor for auditing standards.</p> <p>Understanding of following standards-</p> <p>SA 200, SA 210, SA 230, SA 240, SA 250, SA 300, SA 315, SA 320, SA 505</p>
4	Audit of Limited Companies
	<p>Qualifications, Disqualifications, Appointments (First & Subsequent auditor), Reappointment, Removal of auditors.</p> <p>Special Audit, branch audit, rights and duties of company auditors</p>

Reference Books
Auditing – II (Techniques of Auditing & Audit Procedures)
Contemporary Auditing by Kamal Gupta published by Tata McGraw Hills A Handbook of Practical Auditing by B N Tandon published by S Chand & Co. New Delhi Fundamentals of auditing by Kamal Gupta and Ashok Arora published by Tata McGraw Hills Textbook of Auditing by Batra and Bagradia published by Tata McGraw Hills Practical Auditing by S V Ghatalia published by Spicer & Pegler

Business Law – II
(Business Regulatory Framework)

Course	Hours of instructions per week	Exam duration (hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
Core 4 Business Law - II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	The Indian Partnership Act – 1932
2	Limited Liability Partnership Act – 2008
3	Factories Act – 1948
4	Laws related to compensation management

Reference Books
Business Law (Business Regulatory Framework)
An introductory guide to Central Labour Legislation – W A Dawson Industrial Law – P L Malik Personnel Management and Industrial relations – Kapur S , Punia B – Gurgaon SK Labour participation in Management – Mhetras V – Manaklals Indian Contract Act, Sale of Goods Act and Partnership Act – Desai T R – S C – Sarkar and Sons The Negotiable Instruments Act – Khergamwala J S – N M Tripathy The Principles of Mercantile Law – Singh Avtar – Eastern Books Co. Companies Act 2013 by Ravi Puliani, Bharat Publication Companies Act 2013 by Taxmann

Economics - II
(Macro Economics)

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE(Core) 1 Economics – II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Macroeconomics: Nation Income, Theory of Income and Employment
2	Monetary Economics and Monetary Policy
3	Public Finance and Fiscal Policy
4	International Trade, Balance of Payment, WTO and Foreign Exchange Market

Economics - II
(Macro Economics)

Sr. No.	Modules/ Units
1	Macroeconomics: Nation Income, Theory of Income and Employment
	National Income: Concept and Measurement - Real Vs Nominal GNP – Circular Flow of Income: Closed (two and three sector models) and Open Economy Models, IS-LM Model – Trade Cycles: Features and Phases – Concept of Aggregate Demand – Keynes’ Theory of Income Determination – Theory of Multiplier – Acceleration Principle.
2	Monetary Economics and Monetary Policy
	Supply of Money: Concept, Constituents and Determinants of Money Supply – Velocity of Circulation of Money: Meaning and Factors Determining – Demand for Money: Keynes’ Theory of Demand for Money, Inflation: – Demand Pull and Cost Push Inflation – Causes, Effects and Measures to Control Inflation. Monetary Policy: Objectives and Instruments and its impact on IS-LM Equilibrium
3	Public Finance and Fiscal Policy
	Concept of Public Finance: Meaning, Scope and Functions - Distinction between Public and Private Finance - Principles of Maximum Social Advantage: Dalton & Musgrave versions - Modern Trends in Public Finance: Sound Finance v/s Functional Finance, Redistribute Taxation, Anti-Inflationary Taxation - Public Revenue: Sources of Revenue (Tax & Non – Tax Revenue) – Merits and Demerits of Direct & Indirect Tax- Public Expenditure: Classification and Causes of increase in Public Expenditure - Public Debt: Types, Burden and Management - Concepts of deficit. Fiscal Policy: Objectives and Instruments, Impact of Fiscal Policy Changes on IS-LM Equilibrium.
4	International Trade, Balance of Payment, WTO And Foreign Exchange Market
	Theories of International Trade: Comparative Cost Theory, Heckscher – Ohlin Theory - Terms of Trade: Meaning & Types – Gains from Trade (with offer curves) - Concept & Structure of BOP, causes of disequilibrium, Measures to correct disequilibrium in BOP -WTO Agreements with reference to TRIPS, TRIMS and GATS. Foreign Exchange Market: Concept of Foreign Exchange Market Rate: Spot and Forward, Foreign Exchange Market: Functions & Dealers- Arbitrage and Speculation – Equilibrium Exchange Rate Determination – Purchasing Power Parity theory – Types of Floating Rate System

Reference Books
Economics – II (Macro Economics)
Andrew B Abel and Ben S Bernanke - “Macroeconomics”- Pearson Education New Delhi David N Hyman - “Macroeconomics” McGraw Hill, New York, Latest Edition D N Dwivedi - “Macroeconomics Theory and Policy”- Sultan Chand and Company, New Delhi, Latest Edition Datt R. & K.P.M. Sundaram – “Indian Economy”- Sultan Chand and Company, New Delhi, Latest Edition Dornbusch R. & S. Fischer – “Macroeconomics” McGraw Hill, New York, Latest Edition Economic & Political Weekly: Various Issues. Economic Survey of India -2007-08 G L Jain- “Macroeconomic System-Problems and Functions”- Mangal Deep, Publications, Jaipur H L Ahuja – “Macroeconomics Theory and Policy – Advanced Analysis” – Sultan Chand and Company, New Delhi Latest Edition K.P.M. Sundaram – “Money Banking and International Trade”- Sultan Chand and Company, New Delhi Latest Edition Mankiw – “Principles of Macroeconomics”-Thomson-South-Western, New Delhi Mishra and Puri – “Indian Economics”- Himalayan Publishing House, Latest Edition K.Vasudevan – Central Banking – RBI Publications Bhatt - Central Banking in India - Himalaya Publications

Information Technology in Accountancy - I

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE(Core) 2 Information Technology in Accountancy - I	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Introduction to computers
2	Office Productivity tools – MS Word, MS Excel, Power Point & Tally
3	Introduction to internet and other emerging technologies
4	E- Commerce

Information Technology in Accountancy - I

Sr. No.	Modules / Units
1	Introduction to Computers
	History of Computers, Parts of Computers, Hardwares : Specifications and Data Storage Management, Softwares : Concept of System Software and Applications, Networking: Introduction and types of network topologies
2	Office Productivity tools – MS Word, MS Excel, Power Point & Tally
	<p>MS Word: Creating, Editing, Formatting and Printing of Documents, Using Tools, Mail merge and Print Review and Set-up</p> <p>MS Excel: Creating Worksheet, Creating Various Formulae, Creating Charts, Rename and Copy of Worksheets, Using Tools, Printing Review and Set-up</p> <p>Excel Advance Features: Financial Functions – pv(), pmt (), fu ()....</p> <p>Logical Functions: if (), and (), or ()</p> <p>lookup functions, what if analysis, pivot table, conditional table</p> <p>Power Point: Create Project Report, Create Slides, Animation, Page Designing, Insert Image, View Page, Print Review and Set-up.</p> <p>Use of Tools In Accounting :- Preparation of vouchers, invoices and reports, Calculation of Interest, Depreciation, TDS, Salary, Taxes, inventory and reconciliation</p>
3	Introduction to internet and other emerging technologies
	Introduction – Internet components – electronic commerce – e-commerce applications – Electronic Data Exchange – Extranet – Payment systems – Risks and Security Considerations – Legal issues – Other emerging technologies
4	E - Commerce
	Meaning, Advantages and Limitations of E Commerce, The role of Strategy in E-Commerce, Value chains in E Commerce, Infrastructure for Electronic Commerce Web Based Tools for Electronic Commerce, Electronic Commerce software, Security Threats to electronic Commerce , Implementing Security for Electronic Commerce, Electronic Payment Systems, Strategies for Marketing, Sales & Promotion Strategies for Purchasing Logistics & Support Activities, Electronic Markets & Communities, Business Plans for Implementing Electronic Commerce.

Reference Books
Information Technology in Accountancy - I
Computer Fundamentals - P.K.Sinha. E-Commerce – Mr. Bharat Bhaskar. E-Commerce (Fifth edition) – An Indian Perspective – P.T.Joseph. Fundamentals of Computers – Rajaram.V. Internet for business – Brummer Laurej.

**Foundation Course in Commerce
(Financial Market Operations) - III**

Course	Hours of instructions per week	Exam Duration (Hrs.)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE (Allied) 1 Foundation Course in Commerce	3	2 ½	25	75	100	2

Modules at a Glance

Sr. No.	Modules
1	An Overview of the Financial System
2	Financial Markets
3	Financial Instruments
4	Financial Services

**Foundation Course in Commerce
(Financial Market Operations) - III**

Sr. No.	Modules/unit
1	An Overview of the Financial System
	Saving and Investment Money, Inflation and Interest, Banking and Non-Banking Financial Intermediaries
2	Financial Markets
	Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market, Structure of Financial Market in India. Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India, Secondary Market System. Bond Market in India, Debt Market in India.
3	Financial Instruments
	Meaning and types of Financial Instruments- REPO, TBs, Equities, Bonds, Derivatives, others. Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield.
4	Financial Services
	Merchant Banking: Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper

Nagindas Khandwala College (Autonomous)



**Revised Syllabus
And
Question Paper Pattern
Of Course**

Bachelor of Commerce in Accounting & Finance (BAF)

Programme

Second Year

Semester IV

(To be implemented from Academic Year 2018-19)

**Nagindas Khandwala College of Commerce, Arts and Management Studies
(Autonomous)**

Affiliated to Mumbai University

B. Com. in Accounting & Finance (BAF)

For Students Admitted from A.Y. 2018-2019 & Onwards

SYBAF - Semester IV							
Course Code	Course	Hrs. of Instruction/ week	Exam Duration (Hours)	Maximum Marks			Credits
				CIE	SEE	Total	
	Part II Core 1: Financial Accounting –IV (Special Accounting Areas)	3	2 ½ hrs	25	75	100	3
	Core 2: Management Accounting – I (Introduction to Management Accounting)	3	2 ½ hrs	25	75	100	3
	Core 3: Taxation –II (Direct Taxes)	3	2 ½ hrs	25	75	100	3
	Core 4: Business Law –III (Company Law - The Companies Act 2013)	3	2 ½ hrs	25	75	100	3
	DSE (Core) 1: Research Methodology in Accounting and Finance	3	2 ½ hrs	25	75	100	3
	DSE (Core) 2: Information Technology in accountancy - II	3	2 ½ hrs	25	75	100	3
	DSE (allied) 1: Foundation Course in Management (Introduction to Management) – IV	2	2 1/2hrs.	25	75	100	2
	Total	20					20

Financial Accounting - IV
(Special Accounting Areas)

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
Part II Core 1 Financial Accounting - IV	3	2 ½	25	75	100	2

Modules at a Glance

Sr. No.	Modules
1	Preparation of Final Accounts of Companies.
2	Redemption of Preference Shares and Debentures.
3	Ascertainment and Treatment of Profit Prior to Incorporation.
4	Accounting of Transactions of Foreign Currency & Foreign Branch.

Financial Accounting - IV
(Special Accounting Areas)

Sr. No.	Modules / Units
1	Preparation of Final Accounts of Companies
	<p>Relevant provisions of Companies Act related Final Account (excluding cash flow statement)</p> <p>Preparation of profit and loss a/c and balance sheet as per revised schedule VI of - Companies act 1956</p> <p>AS 1 in relation to final accounts of companies (disclosure of accounting policies)</p>
2	Redemption of Preference Shares & Debentures
	<p>Redemption of Preference Shares Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules. Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalisation of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet)</p> <p>Redemption of Debentures Introduction : Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lump sum and by payment in installments (excluding from by purchase in open market), Conversion. (Question on entries. ledgers and/or Balance Sheet and /or redemption of preference shares)</p>
3	Ascertainment and Treatment of Profit Prior to Incorporation
	<p>Principles for ascertainment.</p> <p>Preparation of separate, combined and columnar profit and loss a/c including different basis of allocation of expenses/ incomes.</p>
4	Accounting of Transactions of Foreign Currency & Foreign Branch.
	<p>Accounting of Transactions of Foreign Currency In relation to purchase & sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences</p> <p>Accounting of Foreign Branch. Conversion as per AS 11 and incorporation in HO accounts</p>

Reference Books
Financial Accounting - IV (Special Accounting Areas)
Introduction to Accountancy by T. S. Grewal Advance Accounts by Shukla & Grewal Advance Accountancy by R. L. Gupta and M Radhaswamy Modern Accountancy by Mukherjee and Hanif Financial Accounting by Lesile Chandwichk Financial Accounting for Management by Dr. Dinesh Harsalekar Financial Accounting by P. C. Tulsian Accounting Principles by Anthony, R.N. and Reece J.S. Financial Accounting by Gupta and Radhaswamy M Financial Accounting by Monga, J.R. Ahuja, Girish and Shehgal Ashok.

Management Accounting - I
(Introduction to Management Accounting)

Course	Hours of instructions per week	Exam Duration (Hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
Part II Core 2 Management Accounting - I	3	2 ½	25	75	100	2

Modules at a Glance

Sr. No.	Modules
1	Introduction to Management Accounting, Analysis and Interpretation of accounts
2	Ratio Analysis and Interpretation based on vertical Financial statements as above
3	Cash Flow Statements
4	Working Capital Concept

Management Accounting - I
(Introduction to Management Accounting)

Sr. No	Modules /Units
1	Introduction to Management Accounting , Analysis and Interpretation of Accounts
	<p>Meaning - Nature - Scope and Functions of Management Accounting - Role of Management Accounting in Decision Making - Management Accounting and Financial Accounting</p> <p>Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis, Trend analysis, Comparative Statement, Common Size Statement.</p> <p>NOTE: Simple Problems based on the above.</p>
2	Ratio Analysis and Interpretation based on vertical Financial statements as above
	<p>a. Balance Sheet Ratios:</p> <ol style="list-style-type: none"> i. Current Ratio ii. Liquid Ratio iii. Stock Working Capital Ratio iv. Proprietary Ratio v. Debt Equity Ratio vi. Capital Gearing Ratio <p>b. Revenue Statement Ratios:</p> <ol style="list-style-type: none"> i. Gross Profit Ratio ii. Expenses Ratio iii. Operating Ratio iv. Net Profit Ratio v. Net Operating Profit Ratio vi. Stock Turnover Ratio <p>c. Combined Ratio</p> <ol style="list-style-type: none"> i. Return on Capital employed (Including Long Term Borrowings) ii. Return on proprietor's Fund (Shareholders Fund and Preference Capital) iii. Return on Equity Capital iv. Dividend Payout Ratio v. Debt Service Ratio vi. Debtors Turnover vii. Creditors Turnover
3	Cash Flow Statements
	<p>Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only)</p>

4	Working Capital Concept
	Concept, Nature of Working Capital, Planning of Working Capital. Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization. Practical Problems on operating cycle & estimation of working capital

Reference Books
Management Accounting (Introduction to Management Accounting)
Essentials of Management by Koontz H & W published by McGraw Hill Principles of Management by Ramaswamy published by Himalaya Management Concept and Practice by Hannagain T published by McMillan Basic Managerial Skills for All by McGrath E.H published by Prentice Hall of India Management – Text and Cases by VSP Rao published by Excel Books Essentials of Management by Massie Joseph published by Prentice Hall of India Management: Principles and Guidelines by Thomas Duening & John Ivancevich published by Biztantra Management Concepts and Strategies by J S Chandran published by Vikas Publishing House Principles of Management by Tripathy P C published by Tata McGraw Hill Principles of Management: Theory and Practice by Sarangi S K published by V M P Publishers Principles of Management by Terry G R published by AITBS

Taxation – II
(Direct Taxes)

Course	Hours of instructions per week	Exam Duration (Hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
Part II Core 3 Taxation - II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Definitions u/s – 2 , Basis of Charge and Exclusions from Total Income
2	Heads of Income
3	Clubbing of Income, Set Off & Carry Forward of Losses & Deduction under Chapter VI – A
4	Computation of total Income for Individual

Taxation – II
(Direct Taxes)

Sr. No.	Modules / Units
1	<p>Definitions u/s – 2 , Basis of Charge and Exclusions from Total Income</p> <p>Definitions u/s – 2 : Section 2 –Assessee, Assessment Year, Assessment, Annual Value, Business, Capital Asset, Income, Person, Previous Year, Transfer</p> <p>Basis of Charge : Section 3 – 9 – Previous Year, Residential Status, Scope Of Total Income, Deemed Income</p> <p>Exclusions from Total Income: Section 10 – Restricted to, Agricultural Income, Sums Received From HUF By Member, Share of Profit from Firm, Casual & Non – Recurring Receipts, Scholarships, Income of Minor Child, Allowance to Members of Parliament and Legislative Assembly.</p> <p>Note -Exemptions related to specific Heads of Income to be covered with Relevant Provisions.</p>
2	<p>Heads of Income</p> <p>Various Heads of Income</p> <p>Salary Income: Section 15 – 17, Including Section 10 relating to House Rent Allowance, Travel Concession, Special Allowance, Gratuity, Pension – Commutation, Leave Encashment, Compensation, Voluntary Retirement, Payment from Provident Fund</p> <p>Income From House Property : Section 22 – 27, Including Section 2 – Annual Value</p> <p>Profits & Gains From Business & Profession : Vocation Section 28-32, 36, 37, 40, 40A, 43B, 44AD, 44ADA & 44AE including.: Section 2 – Business</p> <p>Capital Gains : Section 45, 48, 49, 50, 54 and 55</p> <p>Income from Other Sources: Section 56 – 59</p>

3	Clubbing of Income, Set Off & Carry Forward of Losses & Deduction under Chapter VI – A
	<p>Clubbing of Income Section 60-65</p> <p>Set Off & Carry Forward of Losses Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property</p> <p>Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains</p> <p>Deduction under chapter VIA 80 A- Restriction on claim in Chapter VI- A deductions 80 C – Payment of LIC/PF and other eligible investments 80CCC – Contribution to certain Pension Fund 80D – Medical Insurance Premium 80 DD- Maintenance and medical treatment of handicapped dependent 80E – Interest on Educational Loan 80 TTA- Interest on Saving Bank account 80U – Deduction in the case of totally blind or physically handicapped or mentally retarded resident person</p>
4	Computation of total Income for Individual
	Computation of Total Income of Individual with respect to above heads and deductions

Note:

1. Relevant Law / Statute in force on 1st April immediately preceding commencement of Academic Year is applicable for ensuing examinations after relevant year.
2. The syllabus is restricted to study of particular section/s, specifically mentioned rules and notifications only.

Reference Books
Taxation – II (Direct Taxes)
Direct Taxes Law & Practice by V.K. Singhania - Taxman Systematic Approach to Direct Tax by Ahuja & Gupta - Bharat Law House Income Tax Ready Reckoner by Dr .V.K. Singhania - Taxman Direct Tax Laws by T.N. Manoharan - Snow White

Business Law - III
(Company Law – The Companies Act 2013)

Course	Hours of instructions per week	Exam Duration (Hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
Part II Core 4 Business Law - III	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Definitions
2	Incorporation of companies
3	Public Offer and Private Placement
4	Share Capital and Debentures

Business Law - III
(Company Law – The Companies Act 2013)

Sr. No.	Modules/ Units
1	Definitions
	Section 2 Clause (2) – Accounting Standard Clause Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director Clause (48) – Indian Depository Receipts Clause Clause (62) – One Person Company Clause (85) – Small Company
2	Incorporation of Companies
	Section 3 to Section 20
3	Public Offer and Private Placement
	Public Offer - Sections 23, 25 to 28, 33, 35, 39 Private Placement – Section 42
4	Share Capital and Debentures
	Sections 43, 46, 47, 52 to 56, 61 to 72

Reference
Business Law - III (Company Law – The Companies Act 2013)
An introductory guide to Central Labour Legislation – W A Dawson Industrial Law – P L Malik Personnel Management and Industrial relations – Kapur S , Punia B – Gurgaon SK Labour participation in Management – Mhetras V – Manaklals Indian Contract Act , Sale of Goods Act and Partnership Act – Desai T R – S C – Sarkar and sons The Negotiable Instruments Act – Khergamwala J S – N M Tripathy The Principles of Mercantile Law – Singh Avtar – Eastern Books Co. Companies Act 2013 by Ravi Puliani, Bharat Publication Companies Act 2013 by Taxman

Research Methodology in Accounting and Finance

Course	Hours of instructions per week	Exam Duration (Hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE Core 1 Research Methodology in Accounting and Finance	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Introduction to Research
2	Research Design in Accounting and Finance
3	Data Collection and Processing
4	Interpretation and Report Writing

Research Methodology in Accounting and Finance

Sr. No	Modules /Units
1	Introduction to Research
	Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research. Formulation of research problem: Meaning and Selection. Review of Literature
2	Research Design in Accounting and Finance
	Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types. Different Research designs
3	Data Collection and Processing
	<p>Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size</p> <p>Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis</p>
4	Interpretation and Report Writing
	Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types

Reference Books
Research Methodology in Accounting and Finance
Research Methods in Accounting, Malcolm Smith Research Methods and Methodology in Finance and Accounting, by Viv Beattie and Bob Ryan

Information Technology in Accountancy – II

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE Core 2 Information Technology in Accountancy - II	3	2 ½	25	75	100	3

Modules at a Glance

Sr. No.	Modules
1	Business Process
2	Computerized accounting system
3	Concept of MIS Reports in Computer Environment
4	Information Technology and Auditing

Information Technology in Accountancy – II

Sr. No.	Modules /Units
1	Business Process
	<p>Introduction, Definition and Meaning of business process, Flow of business process for accounting, purchase, sales and finance, Classification of business processes. Introduction, Definition and Meaning of Business Process Management, Principles and practices of Business Process Management, Business Process Management life cycle. Theories of Business Management Process, Implementation of Business process Management – need, key factors and importance, Automation of business Processes – benefits, risks, challenges, Accounting systems automation.</p> <p>IT and Business Process Management, Information systems – Meaning, Use of IT in accountancy</p>
2	Computerized Accounting System
	<p>Introduction and meaning, Uses and Benefits, Role, Need and requirements of computerized accounting, Basic requirements of computerized accounting system. Limitations of computerized accounting system, Understand the development and design of a computerized accounting system; determining how the accounting data will be processed, i.e. why accounts and books are needed and what is the desired output i.e. financial reports and other reports.</p> <p>Accounting Software - Introduction and meaning, Advantages of accounting software Uses of Accounting software, Various accounting software Accounting software TALLY – Accounting and reports</p>
3	Concept of MIS Reports in Computer Environment
	<p>Introduction, Concept of MIS, Need for MIS, Characteristic of MIS, Outputs of MIS Role of MIS, Guidelines for Developing MIS reports, Functional Aspects of the MIS: Problems in MIS, Knowledge required for studying MIS, MIS and Computer.</p>
4	Information Technology and Auditing
	<p>Need and importance of IT in auditing, Auditing in IT environment</p>

Reference
Information Technology in Accountancy – II
Fundamentals of Computers – Rajaram V – Prentice Hall Computer today (3 rd edition) – Sanders, Donald H – McGraw Hill Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall Computers – Subramaniam N – Wheeler Introduction to Computers – Xavier C. – New Age Computer in Business – Sanders D – McGraw Hill Computers and Information Management – S C Bhatnagar & V Ramant – Prentice Hall Internet for Business – Brummer, Lavrej – Cambridge E-mail for Everyone – Leon Alexis & leon – Methews Basic Computer Programmes for Business – Sternberg C – New Jersey Hayden

**Foundation Course in Management
(Introduction to Management) - IV**

Course	Hours of instructions per week	Exam Duration (Hrs)	Maximum Marks			Credits
			CIE	SEE	Total	
DSE Allied 1 Foundation Course in Management - IV	3	2 ½	25	75	100	2

Modules at a Glance

Sr. No.	Modules
1	Introduction to Basic Management Concepts
2	Planning
3	Organising
4	Staffing, Directing and Controlling

**Foundation Course in Management
(Introduction to Management) - IV**

Sr. No	Modules /Units
1	Introduction to Basic Management Concepts
	Introduction to Management, Definition of Management, Nature of Management, Objectives of Management, Administration vs Management, Levels of Management, Principles of Management
2	Planning
	Definition and Importance of Planning, Process of Planning, Limitations of Planning, Features of Sound Planning, Features and process of decision making
3	Organising
	Definition, nature and significance, Process of organisation, Principles of organisation, Formal and Informal organisation - features, advantages and disadvantages, Centralisation and decentralisation – factors, merits and demerits, Departmentation and Delegation.
4	Staffing, Directing and Controlling
	<p>Staffing Meaning, Importance of Staffing, Recruitment and its sources, Selection procedure, Distinction between Recruitment and Selection, Employment tests and types of Interview.</p> <p>Directing and Controlling Meaning and Importance of directing, Principles of Directing, Leadership traits and Styles, Motivation – Importance, Factors and Theories, Co-ordination – Meaning, features and Importance, Meaning and steps in controlling, Essentials of a good control system</p>

Reference Books

Foundation Course in Management (Introduction to Management) - IV
--

Essentials of Management by Koontz H & W published by McGraw Hill Principles of Management by Ramaswamy published by Himalaya Management Concept and Practice by Hannagain T published by McMillan Basic Managerial Skills for All by McGrath E.H published by Prentice Hall of India Management – Text and Cases by VSP Rao published by Excel Books Essentials of Management by Massie Joseph published by Prentice Hall of India Management: Principles and Guidelines by Thomas Duening & John Ivancevich published by Biztantra Management Concepts and Strategies by J S Chandran published by Vikas Publishing House Principles of Management by Tripathy P C published by Tata McGraw Hill Principles of Management: Theory and Practice by Sarangi S K published by V M P Publishers
--