



GUJARAT TECHNOLOGICAL UNIVERSITY

Syllabus for Master of Business Administration (Part-Time), 5th Semester

Subject Class: Functional Elective

Subject Name: Financial Planning and Taxation (FPT)

Subject Code: 4559984

With effective
from academic
year 2018-19

1. Learning Outcomes:

| Learning Outcome Component | Learning Outcome (Learner will be able to) |
|---|---|
| Business Environment and Domain Knowledge (BEDK) | <ul style="list-style-type: none"> • <i>Compare</i>, contrast and select, from appropriate financial products and services, investment planning and counselling services for the public according to industry standards, including taxation counselling. |
| Critical thinking, Business Analysis, Problem Solving and Innovative Solutions (CBPI) | <ul style="list-style-type: none"> • <i>Develop</i> financial plans based on individual's financial goals and needs. • <i>Make use</i> of E-filing of Income tax returns. |
| Global Exposure and Cross-Cultural Understanding (GECCU) | <ul style="list-style-type: none"> • <i>Explore</i> global practices related to financial planning and retirement planning. |
| Social Responsiveness and Ethics (SRE) | <ul style="list-style-type: none"> • <i>Integrate</i> ethical decision-making processes into all aspect of the financial planning profession. |
| Effective Communication (EC) | <ul style="list-style-type: none"> • <i>Develop</i> written and verbal client-focused communication styles and strategies. |
| Leadership and Teamwork (LT) | <ul style="list-style-type: none"> • <i>Prepare</i> accurate and relevant financial plans manually and electronically. |

2. **Course Duration:** The course duration is of **40 sessions of 60 minutes each.**

3. Course Contents:

| Module No: | Contents | No. of Sessions | 70 Marks (External Evaluation) |
|------------|--|-----------------|--------------------------------|
| I | Introduction to Financial Planning: The Financial Planning Process, Developing Personal Financial Goals, Influences on Personal Financial Planning. Financial Aspects of Career Planning, Time Value of Money & Applications, Personal Financial Statements. | 10 | 18 |
| II | Investment Planning: Preparing for an Investment Program, Factors Affecting Choice of Investments, Asset Allocation & Investment Alternatives, Investing in Common Stocks, Bonds, Mutual Funds, Insurance, Derivatives, Real Estate, Commodities etc. | 10 | 18 |
| III | Retirement Planning: Setting personal financial goals. Life cycle approach to financial planning. Retirement Need Analysis, Various retirement schemes such as Employees Provident Fund (EPF), Public Provident Fund (PPF), Senior Citizen's Saving Scheme, Insurance Policy for Retirement, National Pension Schemes (NPS), Superannuation Fund, Gratuity, and Post-retirement counselling, Reverse Mortgage. | 10 | 17 |
| IV | Personal Tax Planning: Income-tax slabs for individuals, Tax Planning hints with reference to residential status, salary income, property income, capital gains. | 10 | 17 |



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| | | | |
|---|--|-----|-------------------|
| | Overview of Deductions Under Chapter – VI (A) for Individuals 80C, 80CCC, 80CCD (1), 80CCD (1B), 80 D, 80 DD, 80 DDB, 80E, 80 EE, 80 G, 80 GG, 80 TTA, 80 TTB. Form 16 Structure, Overview of AS – 26, TDS Reconciliation Analysis & Correction Enabling System (TRACES) Filing of IT Return E-filing of IT Return. | | |
| V | <ul style="list-style-type: none"> • Case-Study: Prepare a Financial Planning Statement, incorporating the provisions of 5 heads of income + deductions. The presentation should be carried out in front of internal faculty. • Practical Application with reference to strategic perspective: Prepare a Financial Plan for a Person / Manager / Entrepreneur / Director / CEO of a Company / Bank / Insurance Agent, considering his / her current expense level, future needs of family, retirement age and contingency funds. • Prepare a report/presentation on Basics of GST, CGST and IGST and input tax credit. • E-filing of Income tax return | --- | (30 marks CEC) |

4. Pedagogy:

- ICT enabled Classroom teaching
- Case study
- Practical / live assignment
- Interactive class room discussions

5. Evaluation:

Students shall be evaluated on the following components:

| | | |
|---|-----------------------------------|--|
| A | Internal Evaluation | (Internal Assessment- 50 Marks) |
| | • Continuous Evaluation Component | 30 marks |
| | • Class Presence & Participation | 10 marks |
| | • Quiz | 10 marks |
| B | Mid-Semester examination | (Internal Assessment-30 Marks) |
| C | End –Semester Examination | (External Assessment-70 Marks) |

6. Reference Books:

| No. | Author | Name of the Book | Publisher | Year of Publication / Edition |
|-----|---|--|-------------|-------------------------------|
| 1 | Jack R. Kapoor, Les R. Dlabay, Robert J. Hughes | Personal Finance | McGraw Hill | Latest Edition |
| 2 | Prasanna Chandra | Investment Analysis and Portfolio Management | McGraw Hill | Latest Edition |



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| | | | | |
|---|---------------------------------------|---|---------------------|----------------|
| 3 | Vinod K Singhania Monica Singhania | Student's Guide to Income Tax | Taxman | Latest Edition |
| 3 | V.K.Singhania | Taxman's direct taxes planning and management | Taxman | Latest Edition |
| 4 | Keown A J | Personal Finance | Pearson | Latest Edition |
| 5 | Madura, Jeff | Personal Finance | Pearson | Latest Edition |
| 6 | Madhu Sinha | Financial Planning Ready Reckoner | Tata McGraw Hill | 2008 |
| 7 | Madhu Sinha | Retirement Planning A Guide for Financial Planner | Tata McGraw Hill | 2011 |

Note: Wherever the standard books are not available for the topic appropriate print and online resources, journals and books published by different authors may be prescribed.

7. List of Journals/Periodicals/Magazines/Newspapers / Web resources, etc.

1. Business Standard
2. The Economic Times
3. The Chartered Accountant
4. The Chartered Secretary
5. Financial Express
6. Chartered Financial Analyst
7. Business World
8. Business Today
9. <http://incometaxmanagement.com/Pages/Gross-Total-Income/Salaries/Deduction-under-Chapter-VI-A.html>