



UNIVERSITY OF GOUR BANGA

(Established under West Bengal Act XXVI of 2007)

N.H.-34 (Near Rabindra Bhawan), P.O.: Mokdumpur,
Dist.: Malda, West Bengal, Pin-732 103

UG Syllabus and Question Pattern (Accountancy Honours & B. Com. General)

(Under 1+1+1 System)

Main Feature of the Syllabus

Accountancy (Honours)

Part / Course	Paper	Revised Paper Code	MCQ / Descriptive	Marks	Time	Total Marks	Total Time
Part-I	1CHG1	I-A	MCQ	30	30 Min	100	3.00 Hr
		I-B	Descriptive	70	2.30 Hr		
	1CHG2	II-A	MCQ	30	30 Min	100	3.00 Hr
		II-B	Descriptive	70	2.30 Hr		
	1CHG3	III-A	MCQ	30	30 Min	100	3.00 Hr
		III-B	Descriptive	70	2.30 Hr		
	1CHG4	IV-A	MCQ	30	30 Min	100	3.00 Hr
		IV-B	Descriptive	70	2.30 Hr		
	1CHG5	V-A	MCQ	30	30 Min	100	3.00 Hr
		V-B	Descriptive	70	2.30 Hr		
Part-II	2CHG1	VI-A	Practical	50	1.00 Hr	100	
		VI-B	Descriptive	50	2.00 Hr		
	2CHG2	VII-A	MCQ	30	30 Min		3.00 Hr
		VII-B	Descriptive	70	2.30 Hr		
	2CH1	VIII-A	MCQ	20	30 Min	100	4.00 Hr
		VIII-B	Descriptive	80	3.30 Hr		
	2CH2	IX-A	MCQ	20	30 Min	100	4.00 Hr
		IX-B	Descriptive	80	3.30 Hr		
	2CH3	X-A	MCQ	20	30 Min	100	4.00 Hr
		X-B	Descriptive	80	3.30 Hr		
	2CH4	XI-A	MCQ	20	30 Min	100	4.00 Hr
		XI-B	Descriptive	80	3.30 Hr		
Part-III	3CH1	XII-A	MCQ	20	30 Min	100	4.00 Hr
		XII-B	Descriptive	80	3.30 Hr		
	3CH2	XIII-A	MCQ	20	30 Min	100	4.00 Hr
		XIII-B	Descriptive	80	3.30 Hr		
	3CH3	XIV-A	MCQ	20	30 Min	100	4.00 Hr
		XIV-B	Descriptive	80	3.30 Hr		
	3CH4	XV	Descriptive	50	2.00 Hr	100	2.00 Hr.

B.Com (General)

Part / Course	Paper	Revised Paper Code	MCQ / Descriptive	Marks	Time	Total Marks	Total Time
Part-I	1CHG1	I-A	MCQ	30	30 Min	100	3.00 Hr
		I-B	Descriptive	70	2.30 Hr		
	1CHG2	II-A	MCQ	30	30 Min	100	3.00 Hr
		II-B	Descriptive	70	2.30 Hr		
	1CHG3	III-A	MCQ	30	30 Min	100	3.00 Hr
		III-B	Descriptive	70	2.30 Hr		
	1CHG4	IV-A	MCQ	30	30 Min	100	3.00 Hr
		IV-B	Descriptive	70	2.30 Hr		
	1CHG5	V-A	MCQ	30	30 Min	100	3.00 Hr
		V-B	Descriptive	70	2.30 Hr		
Part-II	2CHG1	VI-A	Practical	50	4.00 Hr	100	3.00 Hr
		VI-B	Descriptive	50	2.00 Hr		
	2CHG2	VII-A	MCQ	30	45 Min	100	3.00 Hr
		VII-B	Descriptive	70	2.15 Hr		
	2CG1	VIII-A	MCQ	30	30 Min	100	3.00 Hr
		VIII-B	Descriptive	70	2.30 Hr		
	2CG2	IX-A	MCQ	30	30 Min	100	3.00 Hr
		IX-B	Descriptive	70	2.30 Hr		
	2CG3	X-A	MCQ	30	30 Min	100	3.00 Hr
		X-B	Descriptive	70	2.30 Hr		
Part-III	3CG1	XI-A	MCQ	30	30 Min	100	3.00 Hr
		XI-B	Descriptive	70	2.30 Hr		
	3CG2	XII-A	MCQ	30	30 Min	100	3.00 Hr
		XII-B	Descriptive	70	2.30 Hr		
	3CG3	XIII	Descriptive	50	2.00 Hr	100	2.00 Hr

❖ Revised Paper Code as treated Official Paper Code

B.COM HONOURS IN ACCOUNTING & FINANCE

Course Structure

For the Students Admitted in B.Com Part-I in 2015 onwards

PART-I

Subject Code	Subjects	Full Marks	Page No
Language Group	Modern Indian Language/Alternative Language - 50	50	
1CHG1	Financial Accounting - I	100	<u>4</u>
1CHG2	Business Regulatory Framework	100	<u>5</u>
1CHG3	Principles of Management And Business Communication	100	<u>6</u>
1CHG4	Economic Principles And Problems	100	<u>8</u>
1CHG5	Business Mathematics And Statistics	100	<u>9</u>
	Total	550	

PART-II

Language Group	Compulsory English- 50	50	
2CHG1	Information Technology And E-Commerce (Theory 50 + Practical 50)	100	<u>11</u>
2CHG2	Marketing Management	100	<u>13</u>
2CH1	Business Economics And Quantitative Techniques	100	<u>14</u>
2CH2	Financial Accounting -II	100	<u>15</u>
2CH3	Direct & Indirect Taxes In India	100	<u>16</u>
2CH4	Cost & Management Accounting	100	<u>18</u>
	Total	650	

PART-III

3CH1	Financial Accounting - III	100	<u>20</u>
3CH2	Auditing	100	<u>21</u>
3CH3	Financial Management	100	<u>23</u>
3CH4	Indian Financial Systems And Markets (50) Project Work (30) Viva-Voce (20)	100	<u>24</u>
Compulsory	Environmental Studies	50	
	Total	450	
	Grand Total	1650	

B.COM GENERAL DEGREE COURSE
Course Structure
For the Students Admitted in B.Com Part-I in 2015 onwards

PART-I

Subject Code	Subjects	Full Marks	Page No
Language Group	Modern Indian Language/Alternative Language - 50	50	
1CHG1	Financial Accounting - I	100	<u>4</u>
1CHG2	Business Regulatory Framework	100	<u>5</u>
1CHG3	Principles Of Management And Business Communication	100	<u>6</u>
1CHG4	Economic Principles And Problems	100	<u>8</u>
1CHG5	Business Mathematics And Statistics	100	<u>9</u>
	Total	550	

PART-II

Language Group	Compulsory English - 50	50	
2CHG1	Information Technology And E-Commerce(Theory 50 + Practical 50)	100	<u>11</u>
2CHG2	Marketing Management	100	<u>13</u>
2CG1	Financial Accounting - II	100	<u>26</u>
2CG2	Direct & Indirect Taxes In India	100	<u>27</u>
2CG3	Cost And Management Accounting	100	<u>27</u>
	Total	550	

PART-III

3CG1	Financial Accounting - III	100	<u>29</u>
3CG2	Auditing	100	<u>30</u>
3CG3	Indian Financial Systems And Markets (50) Project Work (30) Viva-Voce (20)	100	<u>31</u>
Compulsory	Environmental Studies	50	
	Total	350	
	Grand Total	1450	

Abbreviation and their meaning

CHG - Commerce Honours & General , CH- Commerce Honours, CG- Commerce General

U – Unit

M – Maximum Marks Allotted

L – No. of Minimum Lectures Required

For each Honors paper, 20 marks out of 100 are reserved for MCQ pattern.

For each General paper, 30 marks out of 100 are reserved for MCQ pattern.

PART-I (HONOURS & GENERAL)

1CHG1- FINANCIAL ACCOUNTING – I

U	TOPIC	M	L
I	Nature of Accounting , Importance, Users of Accounting Information, Double entry book keeping system – Basic accounting equation, meaning of assets, liabilities, equity, revenue and expenses Accounting Cycle - Recording of transaction: Journal, Ledger and preparation of Trial Balance. Bases of accounting : cash basis and accrual basis Basic concepts and conventions : entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality, matching and full disclosures.	12	9
II	Capital and revenue expenditures and receipts, Adjustment and rectification Entry Depreciation – Nature, Factors and Methods Reserves & Provisions – Meaning, Objectives and Types (Theory Only)	12	9
III	Consignment, Bill of Exchange , & Sectional and Self balancing ledger	15	10
IV	Financial Accounts of sole proprietorship business entities from a trial balance – Manufacturing, Trading, P/L A/c and Balance Sheet	15	12
V	Accounting for incomplete records (including conversion into Double entry system)	12	8
VI	Insurance claim: loss of stock and for loss of profit	14	10
VII	Partnership accounts-I – P/L Appropriation A/C, Treatment of Goodwill, Admission Retirement	20	15
		100	72

Suggested Readings

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I & II, S Chand
- Hanif & Mukherjee, Financial Accounting, Corporate Accounting
- A K Basu, Financial Accounting, Corporate Accounting
- S K Paul, Financial Accounting, Corporate Accounting
- Basu & Das , Financial Accounting, Corporate Accounting
- R. L.Gupta & Radheswamy, Advanced Accountancy Vol. I & II, S. Chand
- Maheshwari & Maheshwari, Advanced Accountancy Vol. I & II, Vikash Publishing House Pvt. Ltd.
- Sehgal & Sehgal, Advanced Accountancy Vol. I & II, Taxman Publication
- Gokul Sinha, Accounting Theory & Management Accounting,
- B. Banerjee, Regulation of Corporate Accounting & Reporting in India, World Press.

1CHG2 - BUSINESS REGULATORY FRAMEWORK

U	TOPIC	M	L
I	<p>The Indian Contract Act, 1872</p> <p>Introduction Essential elements of a valid contract, classification of contracts</p> <p>Offer and Acceptance: meaning, rules relating to valid offer and acceptance; communication of offer and acceptance; revocation of offer and acceptance</p> <p>Consideration : definition ; essential elements, types of consideration ; “no consideration no contract” and it’s exceptions</p> <p>Capacity of Parties: Competency to contract; minor; persons of unsound mind; persons disqualified by other laws</p> <p>Consent: definition of consent and free consent; coercion; undue influence; fraud; misrepresentation; mistake</p> <p>Void and Voidable Agreements: definitions; distinction between void and illegal agreement; wagering agreement</p> <p>Discharge of Contracts: meaning; methods of termination or discharge of contract</p> <p>Special Contracts: definition only contingent contract; quasi contract; contract of indemnity; contract of guarantee; bailment; pledge</p>	20	14
II	<p>The Sale of Goods Act, 1930</p> <p>Introduction: definition; goods and their classification; sale and a agreement to sell; essential elements of contract of sale; sale distinguished from hire purchase and instalment sale</p> <p>Conditions and Warranties: distinction between condition and warranty; implied conditions and warranties</p> <p>Doctrine of Caveat Emptor and its exceptions</p> <p>Transfer of Ownership: passing of property from the seller to the buyer</p> <p>Transfer of Title by Non-owners: unpaid seller and his rights</p>	8	6
III	<p>Indian Partnership Act, 1932</p> <p>Partnership: meaning - partner, firm and firm name; essential elements; true test of partnership</p> <p>Types of Partner: partnership distinguished from co-ownership, company, club; partnership by estoppel or holding out; limited partnership</p> <p>Registration of Partnership Firm: consequences of non-registration</p> <p>Minor’s Position in Partnership</p> <p>Rights and Duties of the Partner: relation of partners with third parties; implied authority of a partner restrictions on the implied authority of a partner</p> <p>Dissolution of Firms: meaning and grounds of dissolution</p>	8	6
IV	<p>The Negotiable Instruments Act, 1881</p> <p>Negotiable Instruments: definition, features; Promissory Note, Bill of Exchange and Cheque – essential elements; distinction between Promissory Note, Bill of Exchange and Cheque; types of cheques – modes of crossing cheques; inchoate stamped instrument; accommodation bill; fictitious bill</p> <p>Endorsement– types of endorsement</p> <p>Holder and Holder in Due Course: rights of holder in due course</p> <p>Dishonour of Negotiable Instruments: modes of dishonour; consequences; notice of dishonour; Noting; Protest</p>	8	6
V	<p>Consumer Protection Act, 1986</p> <p>Introduction: objective of the Act, definitions of complaint, consumer; consumer dispute, goods, services, etc.</p>	6	5

	Objectives of Central Council and State Council Consumer Dispute Redressal Agencies: composition and jurisdiction of district forum, State Commission and National Commission Manner of Lodging a Complaint: procedure of complaint; findings of District Forum, Appeal		
VI	INDIAN COMPANY LAW Introduction – definitions, features and types of Companies; private company and public company – differences, conversion of private company into public company and vice versa	10	7
VII	Memorandum of Association and Articles of Association , distinction, alteration of Memorandum and Articles of Association, Doctrine of Ultra Vires and Indoor Management; Prospectus- form and content- statutory requirements of a prospectus; additional disclosures in prospectus statement in lieu of prospectus statement by experts, Shelf prospectus, red- herring prospectus, abridged prospectus, misstatement in prospectus and its consequences; minimum subscription; Dematerialized shares	10	7
VIII	Formation of Company: essential steps, procedure for registration and incorporation, certificate of incorporation and commencement of business; promoters – legal status, duties, liabilities and remuneration; allotment of shares	6	5
IX	Share Capital – equity and preference shares; stock; sweat equity shares; ESOP(Employees stock option scheme); rights issue; share certificate and share warrants - distinction; bonus shares; transfer and transmission of shares; buy back of shares; debenture- classification	12	9
X	Board of Management - Director- qualification, disqualification, appointment, legal position; number of directorship ;removal, Resignation of Director; duties, liabilities, powers of board of directors; Managing Director– qualification, appointment; Company Meetings - quorum, resolution, Minutes; Winding up – modes, Grounds for compulsory and voluntary winding up	12	9
		100	74

Suggested Readings

- P.C.Tulsian, Business LawTMH
- P.R. Chandra, Business Law, Galgotia
- N.D Mathur, Satish B., Business Law, TMH
- Kapoor,., Business Law, Sultan Chand
- , S.S. Gulshan, Business Law, Excel Books
- N.D. Kapoor, Corporate Law, Sultan Chand
- Sen & Mitra, Commercial Law including Company Law, World Press
- Bhadra, Satpati & Mitra, Karbari Ainer Ruprekha (Bengali Version), Dishari
- A.Ramaiya, Guide to the Companies Act, Wadhwa & Co.

1CHG3 -PRINCIPLES OF MANAGEMENT AND BUSINESS COMMUNICATION

U	TOPIC	M	L
I	Introduction to Management: Management - definition, importance, functions; Nature-as profession, science and art, universality of management; Levels of management; managerial tasks and skills	4	3
II	Different Schools of Management Thought: Classical School-contributions of Taylor and Fayol; Neo-classical School-Human Relations approach and Behavioural Science approach; Modern School-Systems approach and Contingency approach	8	6
III	Planning: concept, importance, types, steps, premises, barriers to effective planning and remedial measures; Strategic Planning-concept; Forecasting-concept, techniques	8	6
IV	Organizing : concept, importance, principles, different organization models - Line &Staff,	8	6

	Functional; Departmentation – need, basis, principles; Delegation of Authority elements, steps, barriers; Centralisation and Decentralization of Authority; Span of Management -concept and determining factors		
V	Motivation: concept, importance, contributions of McGregor, Maslow, and Herzberg	8	6
VI	Leadership: concept, importance, types, leadership traits; Tannenbaum & Schmidt's Model and Blake & Mouton's Model	6	4
VII	Co-ordination & Control: Coordination: concept, significance, principles, techniques Control: concept, steps, tools	8	6
VIII	Introduction to Business Communication: definition, objectives, importance, elements, process, forms, models; levels of analysis of business communication; principles of effective communication, barriers to Communication and remedial measures, role of communication in conflict resolution	15	10
IX	Types of Communication: formal and informal communication; characteristics of corporate communication; miscommunication, communication network Tools of Communication: emergence of communication technology; modern forms of communication – Fax, E-mail, Video Conferencing	15	10
X	Drafting – notice, circular, resolution, minutes, report; CV writing, business letter writing – offer letter, quotation, status enquiry, confirmation, execution, refusal and cancellation of order, recommendation, credit collection, claim, bank loan	20	14
		100	71

Suggested Readings

- Koontz and Weirich, Essentials of Management, Tata McGraw Hill, New Delhi
- P F, Drucker, Management Challenges for the 21st Century, Butterworth, Oxford
- F. Luthans, Organizational Behavior, McGraw Hill, New York
- Stoner and Freeman, Management, PHI, New Delhi
- R W, Griffin, Management, Houghtan Mifflin, Boston
- P C. Tripathy, P N. Reddy, Principles of Management, Tata McGraw Hill, New Delhi
- K. Ravichandran, S. Nakkiran, Principles of Management, Avinash Paperbacks, Delhi
- Jwalkar, Ghanekar & Bhivpathaki, Principles & Practice of Management, Everest Publishing House
- Parag Dewan, Management Principles & Practices, Excel Books
- Anjaneeth Sethi & Bhavana Adhikari, Business Communication, TMH
- R.K.Madhukar, Business Communication, Vikash Publishing House Pvt. Ltd.
- Chaturvedi & Chaturvedi, Business Communication: Concepts, Cases and Applications, Pearson
- M.K.Shegal & Vandana Khetarpal, Business Communication, Excel Books

1CHG4 - ECONOMIC PRINCIPLES AND PROBLEMS

U	TOPIC	M	L
I	Introduction Economics — scope and subject matter. Distinction between Economics and Business Economics. Tools required – Functional relationships, schedules, graphs, concept of slope and its measurement-etc. Resources-scarcity and efficiency - Production Possibility Frontier-it's shifting. Basics of Demand and Supply The concept of demand and demand function - Derivation of Individual demand curve and Market demand curve– Shifting of the demand curve – The supply function and the supply curve – Derivation of individual supply curve and market supply curve – Shifting of the supply curve-Determination of equilibrium price.	6	5
II	Theory of Consumer Behaviour:	12	9

	Cardinal analysis – Law of diminishing marginal utility – consumer surplus Ordinal approach – Indifference curve analysis – Budget line – Consumer Equilibrium – Income consumption curve and Price consumption curve – Hicksian decomposition of price effect into substitution effect and income effect – Demand curve for Normal, inferior and Giffen goods Concept of Elasticities of demand – Measurement of various elasticities of demand – Distinction between slope of a demand curve and the elasticity of demand – Elasticity of supply – Measurement.		
III	Theory of Production Production Function – The Law of variable proportions – Relationships among TP, AP, and MP. Concept of Isoquant and Isocost – Finding the optimal employment of inputs – Ridge lines: the economic region of production – Output expansion path and homogeneous production function.	6	4
IV	Theory of Cost Cost analysis – Different concepts – Accounting and Economic costs, Opportunity cost, Private and social costs; Short run and long run costs.	6	4
V	Market for Commodities Revenue concepts under different market conditions: TR, AR, MR and relationship among AR, MR and elasticity of demand. Perfect competition – Short run and long run equilibrium – Supply curve in the short run (shutdown and breakeven point concepts). Monopoly – Short run and long run equilibrium – Concept of Price discrimination. Monopolistic competition, Oligopoly Market – Short run and long run equilibrium.	12	9
VI	Factor Price Determination Theory of Wage Determination - Backward Bending Supply curve of labour; Determination of Rent, Profit and Interest rate.	8	6
VII	Indian Business Environment Concepts: Economic Growth and Development; Meaning of Underdeveloped Economy; Basic Characteristics of Indian economy.	5	4
VIII	Overview of Indian Economic Trends National Income: Concept - Methods of measurement of national income in Indian economy – Trend of National Income & per capita income – trend in structural composition of national income. Trend in occupational structure. Trends in Saving and Investment in Indian economy. Issues in Indian Economy Problems of Growth: Unemployment, Poverty, Inequality in Income distribution, Inflation, Concept of Parallel economy.	20	15
IX	Problems and Policies of Indian Economy Basic features of Indian agriculture: Low productivity; Land reform; Green Revolution; Rural Credit; Agricultural Marketing; Impact of New Agricultural Policy (NEP) on Indian Agriculture with special reference to Food Security Industrial development during plan period; Industrial sickness; Industrial policies in the Pre-reform and Post-reform period in 1991. Globalization and the Policies of the Indian Economy under WTO Regime.	15	11
X	Indian Economic Planning Concepts of Economic Planning; Objective and achievements of Indian Five-year Plans (Plan period I to XI). Import Substitution vs. Export Promotion Strategy.	10	7
	Total	100	74

Suggested Readings

- Pindyke and Rubinfeld, Micro Economics
- Gould & Ferguson, Micro Economic Theory
- Banerjee & Majumdar, Fundamentals of Business Economics
- Banerjee & Majumdar, Banijjik Arthaniti –o- Banijjik Paribesh(Bengali)
- Ratan Khasnabish & Ranesh Roy, Banijjik Arthaniti –o- Bharoter arthanaitik Paribesh(Bengali)
- Dutt & Sundaram, Indian Economy
- Mishra & Puri, Indian Economy
- Uma Kapila, Indian Economy

- Joydeb Sarkhel & Swapan Kr. Roy, Bharoter arthanaiti(Bengali)
- Bernheim & Whinston, Microeconomics, TMH

1CHG5 -BUSINESS MATHEMATICS AND STATISTICS

U	TOPIC	M	L
I	Introduction:- Definition; Importance and scope of Mathematics and Statistics in business decisions; Limitations. Permutations & Combinations	10	10
II	AP & GP Logarithm	8	6
III	Set Theory:- Definition of Set ; Presentation of Sets; Different types of Sets- Null Set, Finite and Infinite Sets , Universal Set , Subset , Power Set etc.; Set operations ; Laws of algebra of Sets .	6	5
IV	Binomial Theorem – Statement of the theorem for positive integral index, General term, Middle term, Equidistant terms, Simple properties of binomial coefficient.	8	5
V	Compound Interest and Annuities: Different types of interest rates; Concept of Present value and amount of sum; Types of annuities; Present value and amount of an annuity; including the case of continuous compounding; Valuation of simple loans and debentures; Problems relating to sinking funds.	8	6
VI	Collection, Classification and Presentation of Statistical Data – Primary and Secondary data; Methods of data collection; Tabulation of data; Graphs and charts; Frequency distributions; Diagrammatic presentation of frequency distributions. Measures of Central Tendency – Common measures of central tendency – mean, median and mode; Partition values – quartiles, deciles, percentiles. Measures of Dispersion – Common measures of dispersion – range, quartile deviation, mean deviation and standard deviation; Measures of relative dispersion. Moments, Skewness and Kurtosis – Different types of moments and their relationships; Meaning of skewness and kurtosis; Different measures of Skewness and Kurtosis.	20	15
VII	Correlation and Regression – Scatter diagram; Simple correlation coefficient; Simple regression lines; Spearman’s rank correlation; Measures of association of Attributes.	12	8
VIII	Interpolation:- Finite differences; Newton’s forward and backward interpolation formula; Lagrange’s interpolation formula.	6	5
IX	Index Numbers:- Means and types of index numbers ; Problems in construction of index numbers; Methods of construction of price and quantity indices; Tests of adequacy; errors in index numbers; Chain-base index numbers; Base shifting, splicing, deflating; Consumer price index and its uses.	10	7
X	Time Series Analysis:- Causes of variation in time series data; Components of time series ; Additive and multiplicative models; Determination of trend by semi average, moving average and least squares(linear, second degree and exponential) methods; Computation of seasonal indices by simple average, ratio-to-moving average, ratio-to trend and link relative methods; Simple forecasting through time series data.	12	8
	Total	100	75

Suggested Readings

- M. Raghavachari, Mathematics for Management, Tata McGraw-Hill
- N K Nag, Business Mathematics
- S. Baruah, Basic Mathematics and its Application in Economics, Macmillan
- R. S. Bhardwaj, Mathematics for Economics and Business, Excel Books
- P. K. Giri and J. Bannerjee, Introduction to Business Mathematics, Academic Publishers
- R.G. D. Allen, Mathematical Analysis for Economists, Macmillan

- S. N. Dey, Business Mathematics and Statistics, Chhaya Prakashani J. Chakrabarti, Business Mathematics and Statistics, Dey Book Concern
- V. K. Kapoor Essentials of Mathematics for Commerce and Economics, Sultan Chand
- D.C. Sancheti and V. K. Kapoor, Business Mathematics, Sultan Chand and Sons
- Akhilesh and Balasubrahmanyam, Mathematics and Statistics for Management, (Vikash Publishing House Pvt.Ltd.)
- G. C. Beri, Business Statistics, Tata McGraw Hill
- J K Sharma, Business Statistics, Pearson Education
- Shenoy and Pant, Statistical Methods in Business and Social Science, Macmillan
- Goon, Gupta and Dasgupta, Fundamentals of Statistics, The World Press
- R. I. Levin and D.S. Rubin, Statistics for Management, Prentice Hall
- S.C.Gupta, Fundamentals of Statistics, Himalaya Publishing House
- N.G. Das, Statistical Methods in Commerce, Accountancy & Economics, TMH
- S.P.Gupta, Statistical Methods, Sultan Chand and Sons
- Priyotosh Khan, Statistics for Management, Economics and Computer, Everest Publishing House

PART-II (HONOURS)
2CHG1- INFORMATION TECHNOLOGY AND E-COMMERCE
(Theory 50 + Practical 50)

Theory (50 Marks)

U	TOPIC	M	L
I	Introduction: History of Computer parts of Computer System, Hardware devices - Software operating system - Examples of operating system - Computer Networking - Visual Editor.	5	4
II	Word processing with Ms word - starting Ms word - Ms Environment - working with word documents - working with text - working with tables - checking spelling and grammar - printing document Spreadsheets and Ms Excel - starting Ms Excel - Ms Excel Environment - working with Excel - workbook - working with work. Making presentation with Ms Power point - starting Ms Power point - Ms Power point Environment - working with power point - working with different views - designing presentations - printing in power point.	20	14
III	Data communication - Computer networking basics - LAN Technology and networking Topology - WAN Technology and routing - protocols and layering - Networking Devices	5	4
IV	E-Commerce: Introduction, meaning and concept; Needs and advantages of e-commerce; Traditional commerce; Types of E-Commerce, Basic requirements of E-Commerce.	10	7
V	Internet: Concept & evaluation, Characteristics of Internet: email, WWW. Ftp, telnet, Intranet & Extranet, Limitation of internet, Hardware & Software requirement of Internet, searches Engines. Security issues of e-commerce: Firewall, E-locking, Encryption; Cyber laws- aims salient provisions; PKI (Public key infrastructure)	10	7
	Total	50	36

Suggested Readings:

Information Technology

1. Sanjay Saxsena, "A First Course in Computer", Vikas Publishing House.
2. Kumar, Mallic, 'e-world 2 (Revised Edition) : Computers: Basics and Applications', Pearson; Second edition (2013)
3. Sanjay saxsena, "MS Office ", Vikas Publishing House,
4. Dinesh Maidasani, Microsoft Office 2007 (Straight to the Point), Laxmi Publications; Second edition
5. Linda Tway, Saphiro Pacific Lajolla, "Multimedia in Action", Academic Press, .

E-Commerce

1. Frontiers of E-Commerce Ravi Kalkota, TMH
2. O, Brien J Management Information System, TMH
3. Oberoi, Sundeep E-Security and You, TMH
4. Young, Margret Levine The complete reference to Internet, TMH

Practical (50 marks)

U	TOPIC	M	L
I	<p>MS Office</p> <p>MS-WORD</p> <ol style="list-style-type: none"> 1. Text Manipulations 2. Usage of Numbering, Bullets, Tools and Headers 3. Usage of Spell Check and Find and Replace 4. Text Formatting 5. Picture Insertion and Alignment 6. Creation of Documents Using Templates 7. Creation of Templates 8. Mail Merge Concept 9. Copying Text and Picture From Excel 10. Creation of Tables, Formatting Tables 11. Splitting the Screen 12. Opening Multiple Document, Inserting Symbols in Documents <p>MS-EXCEL</p> <ol style="list-style-type: none"> 1. Creation of Worksheet and Entering Information 2. Aligning , Editing Data in Cell 3. Excel Function (Date , Time, Statistical, Mathematical, Financial Functions) 4. Changing of Column Width and Row Height (Column and Range of Column) 5. Moving, copying, Inserting and Deleting Rows and Columns 6. Formatting Numbers and Other Numeric Formats 7. Drawing Borders Around Cells 8. Creation of Charts Raising Moving 9. Changing Chart Type 10. Controlling the Appearance of a Chart <p>MS-POWER POINT</p> <p>Working with Slides</p> <ol style="list-style-type: none"> 1. Creating, saving, closing presentation 2. Adding Headers and footers 3. Changing slide layout 4. Working fonts and bullets 5. Inserting Clipart 5.1 Working with Clipart 5.2 Applying Transition and animation effects 6. Run and Slide Show 	20	15
II	<p>e- Activity:</p> <ul style="list-style-type: none"> e-payment e-income tax return e-TDS Return e-VAT Return 	20	15
III	Accounting Package – Tally	10	10
		50	40

The Practical Test should be evaluated by the External and Internal Experts jointly.

2CHG2- MARKETING MANAGEMENT

U	TOPIC	M	L
I	Marketing: meaning, importance, functions of marketing, types of market, Core-concept of Marketing, Marketing Management Philosophies; Growing Relevance of marketing in India; Impact of Global marketing.	10	7
II	Marketing Environment: meaning, macro and micro environment, marketing environment in India. Government Regulation Affecting marketing with special emphasis on Consumer Protection Act, 1986 and The Drugs and Magic Remedies (Objectionable Advertisement) Act 1954;	10	7
III	Marketing Process: Marketing mix- the traditional 4Ps, modern components of the mix- additional 3Ps, Developing an effective marketing mix; Marketing Planning, Implementation and Control;	10	7
IV	Product Management: meaning, classification of product, Product Planning, Product mix, Product Line Strategies, Product Differentiation; Branding; Packaging; labelling; Product Life Cycle; New Product Development Process	16	12
V	Product Management: meaning, classification of product, Product Planning, Product mix, Product Line Strategies, Product Differentiation; Branding; Packaging; labelling; Product Life Cycle; New Product Development Process	16	12
VI	Distribution Management: Need for marketing channels, functions of marketing channels, Channel management strategies; Logistic Management- objectives, decisions, functions; Retailing- Types, characteristics, functions; Wholesaling- types, functions	14	10
VII	Advertising and Communication mix: Advertising Definition, importance, Different Advertising Function, Types of Advertising, Advertising Process, Setting Advertising Objectives and Budget, Economic aspect of advertising; Communication Development Process, Budget Allocation Decision in marketing communications	14	10
VIII	Sales Promotion: meaning, Nature and Functions, Types, Sales Promotion Technique, Limitation of Sales Promotion; Basic of Public Relation and Publicity.	10	7
		100	72

Suggested Readings

- P. Kotler, Marketing Management, Pearson Education, New Delhi
- Ramaswamy and Namakumari, Marketing Management, Macmillan, New Delhi
- Stanton, Etzel et al, Fundamentals of Marketing, McGraw Hill, New York
- Baines, Paul, Chris, Fill, Page, Kelly, Marketing, Oxford University Press, NewDelhi
- Saxena Rajan, Marketing Management, Tata McGraw Hill, New Delhi
- T. K., Panda, Marketing Management, Excel Books, New Delhi
- M. S. Raju Rao, J V P, Fundamentals of Marketing, Excel Books, New Delhi
- Madaan KVS., Fundamentals of Retailing, Tata McGraw Hill, New Delhi
- Kazmi, Marketing Management, Excel Books

[Top](#)

2CH1 - BUSINESS ECONOMICS AND QUANTITATIVE TECHNIQUES

U	TOPIC	M	L
---	-------	---	---

I	Demand Analysis: Economics of demand forecasting. Production Activity Analysis: Production function – Law of variable proportions, iso quant and its properties, Returns to Scale. Decision Analysis: Decision – Basis structure, conditions.	10	12
II	Linear Programming: Definition, assumptions, limitations, graphical methods, simplex method, dual (only formulation) Game Theory: Concept, 2 person Zero – sum game, application of Baye’s Theorem.	10	10
III	Market morphology – monopoly duopoly, oligopoly, perfect etc Competitive behavior – pricing, product differentiation and Innovation	10	10
IV	Business cycle- theories of business cycles – monetary and fiscal policies for business cycle control.	10	8
V	Economic Development – Factors of Economic development and obstacles to economic development – current issues in economic development	10	10
VI	Functions: Definition of functions; Classification of functions; Different types of functions (excluding Trigonometrical functions); Bounded functions; Monotonic functions; Even and odd functions; Parametric form of a function; Composite functions; Graphical representation of functions.	6	6
VII	Limit and Continuity: Elementary ideas of limit and continuity through the use of simple algebraic functions.	6	6
VIII	Differentiation: Derivative and its meaning; Rules of differentiation; Geometrical interpretation; Significance of derivative as rate measure; Second and higher order derivatives; Partial derivatives up to second order; Homogeneity of function and Euler’s theorem; Total differentials; Differentiation of implicit function with the help of total differentials.	8	8
	Applications of Derivative: Maximum and minimum values ; Cost function ; Demand function; Profit function; Increasing and decreasing functions ; Rate measure Applied problems on Average cost (AC), Average variable cost (AVC), Marginal cost (MC), Marginal revenue (MR).	8	8
IX	Integration: Integration as anti-derivative process; Standard forms; Integration by substitution, by parts and by use of partial functions; Definite integral; Finding areas in simple cases; consumers and producers surplus; Nature of commodities learning curve.	8	8
X	Determinants: Determinants of a square matrix up to third order ; Elementary properties of determinants ; Minors and Co-factors ; Adjoint of a determinant ; Cramer's Rule (not more than three variables).	6	6
	Matrix: Definition of matrix ; Types of matrices ; Operations on matrices (addition, subtraction, multiplication); Adjoint of a matrix; Inverse of a matrix ; Solution of a system of linear equations by matrix inversion method (not more than three variables).	8	8
		100	100

Suggested Readings

- J Dean, Managerial Economics
- Varshery and Maheswari, Managerial Economics
- Ahuja, Modern Economics
- S. Baruah, Basic Mathematics and its Application in Economics, Macmillan
- R. S. Bhardwaj, Mathematics for Economics and Business, Excel Books
- M. Raghavachari, Mathematics for Management, TMH
- A.K. Maiti & Tapas Kr. Pal, Banijjik Ganit –o- Parisankhan (Bengali & English)
- Arup Ratan Kundu, Mathematics for Management - An Introduction, TMH
- N K Nag, Business Mathematics and Statistics
- S N Dey, Mathematics and Statistics

2CH2 -FINANCIAL ACCOUNTING -II

U	TOPIC	M	L
I	Partnership accounts-II- Accounting for dissolution of firm – insolvency of one or more partner,	15	15

	consideration of private estate and private liabilities. Piecemeal distribution – surplus capital basis; maximum possible loss basis.		
II	Branch accounting - Concept of Branch; different types of Branches. Synthetic method – preparation of Branch account. Preparation of Branch Trading and P/L account. (at cost &at IP) – normal and abnormal losses. Analytical method – preparation of Branch Stock, Adjustment etc A/C (at cost &at IP) – normal &abnormal losses	15	15
III	Hire purchase and Instalment payment system - Meaning; difference with Installment payment system; Recording of transaction in the books of buyer – allocation of interest – use of Interest Suspense a/c – partial and complete repossession Books of Seller – Stock and Debtors A/C (with repossession) Books of Seller – H.P. Trading A/C (with repossession) Concept of operating and financial lease – basic concept only.	15	15
IV	Royalty (including sub lease)	10	10
V	Accounting for Company Shares -Meaning of Company; Maintenance of Books of Accounts; Statutory Books; Annual Return Issue of Shares – issue, forfeiture, reissue, issue other than in cash consideration and issue to the promoters; Pro-rata issue of shares. Issue of debentures. Sweat equity. Right and Bonus Share – Rules, Accounting Alteration of Share Capital; Conversion of fully paid shares into stock; Equity Shares with different rights. Underwriting of shares and debentures: Rules; Determination of Underwriters Liability – with marked, unmarked &firm underwriting; Accounting. Buy Back of Securities – meaning, rules and Accounting. Redemption of Preference Shares – Rules and Accounting (with and without Bonus Shares)	20	20
VI	Company Final Accounts -Introduction to Schedule VI; Treatment of Tax; Rules for and Determination of Managerial Remuneration; compulsory transfer to reserve, Dividend and applicable tax (out of current profit, out of past reserve); Preparation of Profit &Loss A/C and Balance Sheet. (tax on net profit without recognizing deferred tax)	15	15
VII	Financial accounting standards: concept, benefits, Procedure for issuing accounting standards in India Salient features of Accounting Standard (AS): 1, 6 (ICAI) Need for a global standard, Features of Companies Act 2013 IFRS (concept only).	10	10
	Total	100	100

Suggested Reading

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I & II, S Chand
- Hanif & Mukherjee, Financial Accounting, Corporate Accounting
- A K Basu, Financial Accounting, Corporate Accounting
- S K Paul, Financial Accounting, Corporate Accounting
- Basu & Das , Financial Accounting, Corporate Accounting
- R. L.Gupta & Radheswamy, Advanced Accountancy Vol. I & II, S. Chand
- Maheshwari & Maheshwari, Advanced Accountancy Vol. I & II, Vikash Publishing House Pvt. Ltd.
- Gokul Sinha, Accounting Theory & Management Accounting,
- B. Banerjee, Regulation of Corporate Accounting & Reporting in India, World Press.

2CH3-DIRECT & INDIRECT TAXES IN INDIA

U	TOPIC	M	L
I	<p>Basic Concepts and Definitions under IT Act Assessee, Previous year, Assessment year, Sources of income, Heads of income, Gross total income, Total income, Tax Evasion, Tax avoidance, Tax planning</p> <p>Residential Status and Incidence of Tax Residential status of all persons except company</p> <p>Incomes which do not form part of Total Income Except sections 10A, 10AA, 10B, 10BA</p> <p>Agricultural Income Definition, determination of agricultural and non-agricultural Income, assessment of tax liability when there are both Agricultural and Non-agricultural income</p>	10	10
II	<p>Heads of Income and Provisions governing Heads of Income <i>Salaries, Income from House property</i></p>	20	20
III	<p>Heads of Income and Provisions governing Heads of Income <i>Profits and Gains from Business and Profession</i> Special emphasis on sec 32, 35, 35D, 36, 37, 40A(2), 40A(3), 43B (Excluding presumptive taxation)</p> <p>Capital Gain Meaning and types of capital assets, basic concept of transfer, cost of Acquisition, cost of improvement and indexation, computation of STCG and LTCG, exemptions u/s 54 and 54F, taxability of STCG and LTCG</p> <p>Income from Other Sources Basic concepts excluding deemed dividend</p>	15	15
IV	<p>Income of other Persons included in Assessee's Total Income Remuneration of spouse, income from assets transferred to spouse and Son's wife, income of minor</p> <p>Set off and Carry Forward of Losses Mode of set off and carry forward, inter source and inter head set off, Carry forward and set off of losses u/s 71B, 72, 73, 74, 74A</p> <p>Deduction from Gross Total Income Basic concepts, deductions u/s 80C, 80CCC, 80CCD, 80CCE, 80CCF, 80D, 80DD, 80DDB, 80E, 80G, 80GG, 80GGA, 80GGC, 80U</p>	10	10
V	<p>Computation of Total Income and Tax Payable Rate of tax applicable to different assesses (except corporate assessee) Computation of tax liability of an individual and firm</p>	10	10
VI	<p>TAX MANAGEMENT</p> <p>Provision for Filing of Return Date of filing of return, relevant forms of return, different types of returns, return by whom to be signed, PAN, TAN</p> <p>Assessment of Return Self-assessment, summary assessment u/s 143(1), scrutiny assessment u/s 143(3) and best Judgment assessment u/s 144</p> <p>Advance Tax When liable to pay, due dates and computation of advance tax (excluding Corporate assesses)</p> <p>Interest Interest u/s 234A, 234B, 234C, (simple problems on interest)</p> <p>TDS -TDS from salary, lottery, horseracing, interest on securities</p> <p>Service Tax –Basic Concepts</p>	10	10
VII	<p>CENTRAL SALES TAX(CST), 1956 Definitions, incidence and levy of tax, exemption and exclusion, determination of turnover and tax payable, registration of dealer, forms under CST</p>	10	10
VIII	<p>WB Value Added Tax (VAT) ACT, 2003 Basic concepts, features, advantages and disadvantages of VAT, rate of tax, definitions, input tax, output tax, input tax credit, incidence and levy of tax, determination of tax payable, registration of</p>	10	10

	dealer		
IX	CENTRAL EXCISE ACT, 1944 Basic concepts, conditions of excise liability, taxable event of excise duty, definitions of goods, manufacture, excisable goods, factory, broker or commission agent, wholesale dealer, sale or purchase	5	5
		100	100

Suggested Readings

- Singhania, V. and Singhania, M., Students' guide to Income Tax, Taxmann
- H C Sengupta, Direct & Indirect Tax
- Lal & Vashist, Income Tax and Central Sales Tax, Pearson
- Ahuja & Gupta, Systematic Approach to Income Tax, Bharat
- V.S. Datey, Indirect Taxes Laws and Practice, Taxmann
- Bangar and Bangar, Students' guide to Indirect Tax, Aadhya Prakashan

2CH4 - COST AND MANAGEMENT ACCOUNTING

U	TOPIC	M	L
I	<p>Introduction: Definition of Cost, Costing, Cost Accounting. Objectives and Importance of Cost Accounting to Business Concern. Relationship between Cost Accounting, Financial Accounting, Management Accounting, Essentials of a good Cost Accounting System.</p> <p>Cost concepts, terms and classification of costs: Cost, Cost object, Cost units and Cost Centers, Types of costs, classification of costs,</p> <p>Cost sheet(including estimated cost sheet), total costs and unit costs.</p> <p>Costing Methods and Techniques (introduction only).</p>	15	15
II	<p>Purchase of materials: Purchasing needs and organisation, purchase procedure, documentation, material costs (direct and indirect).</p> <p>Storage of materials: Need for storage, location and types, functions of a storekeeper, requisition, receipt, issue and transfer of materials, storage record, accounting for materials cost.</p> <p>Materials control: Organisation; Tools: Just-in-Time Purchase; various stock levels, Economic Ordering Quantity and ABC Analysis; Periodic Inventory, Perpetual Inventory, Physical verification; Discrepancies in stock and their treatment.</p> <p>Methods of Pricing Material Issues Various methods of pricing materials issues; Advantages and disadvantages of each method; Comparative analysis; Stock Valuation for Balance Sheet. Treatment of Normal and Abnormal Loss of Materials; Accounting and control of Waste, Scrap, Spoilage and Defectives.</p>	15	15
III	<p>Employee Cost- Introduction, Recording labour cost: Attendance and payroll procedures (Time-keeping, Time-Booking, Payroll procedure, Payment of wages, Overview of statutory requirements), Idle time (causes and treatment in Cost Accounting), Overtime (its effect and treatment in Cost Accounting), Labour turnover-Causes and methods of calculating labour turnover; cost of labour turnover.</p> <p>Incentive Systems –Main Principles for sound system of wage incentive schemes; labour utilisation; Distinction between direct and indirect labour cost; System of Wage Payment and Incentives; System of Incentive Schemes for Indirect Workers; Component of wages cost for costing purpose; Absorption of wages; Efficiency rating procedures.</p>	10	10
IV	<p>Overhead Introduction Definition, Classification of Overhead- Element-wise, Functional and Behavioural; Need for of classifying overhead into fixed and variable; various types of overheads.</p> <p>Manufacturing Overheads: Allocation and apportionment of Overhead; Absorption of Overhead: various methods and their application; Treatment of under absorption/over absorption of overheads; Basic concepts of different Capacities. Machine Hour Rate</p> <p>Activity Based Costing: Problems of traditional costing; meaning of Activity Based Costing; cost analysis under ABC; advantages and disadvantages; factors influencing application of ABC; installation of ABC.</p>	15	15
V	<p>Cost Book-keeping Non-Integrated System: Meaning & Features Integrated System: Meaning, Features and Advantages Reconciliation: Need for reconciliation (only under Non integrated System); Items causing differences between Cost and Financial Profits; Memorandum Reconciliation Statement / Account</p>	6	6
VI	<p>Job Costing (Job cost cards and databases, Collecting direct costs of each job, Attributing overhead costs to jobs, Applications of job costing).</p> <p>Batch Costing Contract Costing - Progress payments, Retention money, Escalation clause, Contract accounts, Accounting for material, Accounting for plant used in a contract, Contract Profit and Balance sheet entries.</p> <p>Process Costing: Meaning, Features, Process vs Job Costing, Principles of cost ascertainment for Materials, Labour & Overhead; Normal loss, Abnormal loss and Abnormal gain and preparation of</p>	15	15

	process accounts. Need for Valuation of WIP, Service Costing		
VII	CVP Analysis Introduction; CVP Assumptions and Uses; Break-Even Analysis: BE Point and Margin of Safety; Graphical presentation of CVP Relationship; Profit Graph Marginal Costing and Management Decisions – Marginal Costing vis-à-vis Absorption Costing; Marginal Costing Techniques; Marginal Cost and Product Pricing; Product Mix and Make or Buy Decisions, Shut Down Decisions (with simple type of problems on different areas of decision making)	12	10
VIII	Budgetary Control: Budget and Budgetary Control; The budget manual, principal budget factor, preparation and monitoring procedures, preparation of functional budgets (Production, Sales, Materials), cash budget, (idea of master budget), flexible budget. Standard Costing. Standard Costs and Standard Costing; Uses, &Importance. Differences with Budgetary Control, Preliminary Steps. Classification of Standards. Analysis and computation of Materials, Labour and Overhead Costs Variances (elementary level)	12	12
	Total	100	100

Suggested Readings

- Horngren, Foster, Datar, et al., Cost Accounting,- A Managerial Emphasis, Pearson
- B.Banerjee, Cost Accounting, PHI
- Jain & Narang, Cost and Management Accounting
- B K Basu, Costing
- B Bhattacharyya, Cost and Management Accounting,
- Jawahar Lal & Seema Srivastava, Cost Accounting, TMH
- M.Y.Khan & P.K.Jain, Management Accounting, TMH
- R.Anthony, Management Accounting, Taraporewala
- Colin Drury, Management & Cost Accounting, Chapman & Hall
- K.S.Thakur, Cost Accounting, Excel Books
- Satish Inamdar, Cost & Management Accounting, Everest Publishing House
- Atkinson, Management Accounting, Pearson
- Bhattacharyya, Ashish K., Cost Accounting for Business Managers, Elsevier
- Ravi M Kishore, Cost and management Accounting, Taxmann
- B K Bhar, Cost Accounting

[Top](#)

PART-III (HONOURS)
3CH1 - FINANCIAL ACCOUNTING III

U	TOPIC	M	L
I	Investment Accounts- Maintenance of Investment Ledger; Preparation of Investment Account (transaction with brokerage, STT, cum &ex-interest), Valuation of Investment under FIFO and Average method; Investment Account for Shares Relevant Accounting Standard.	15	15
II	Merger and Reconstruction– Meaning; relevant standard and meaning of different terms, Accounting in the books of Transferor Company. Accounting in the books of Transferee (both for amalgamation in the nature of Merger and of Purchase); inter-company transactions (including inter-company share holding). Internal reconstruction– meaning, provisions and Accounting, Surrender of Shares for redistribution; preparation of Balance Sheet after reconstruction	15	15
III	Valuation of Goodwill and Shares- Goodwill – valuation using different methods, i.e., Average Profit, Super Profit, Capitalisation and Annuity. Shares – Valuation using different methods: Intrinsic, Earnings, Dividend Yield, Earnings-Price, Cum-div and Ex-div, Majority and Minority view and Fair Value	15	15
IV	Holding Company- Meaning of Holding Company &Subsidiary Company; relevant standard; Consolidation of Balance Sheets of Parent &Subsidiary (only one); Minority Interest – Basic principles and preparation of CBS(Consolidated Balance Sheet); CBS with loss balance of Subsidiary Treatment for: Revaluation of Assets of Subsidiary, Intragroup Transactions, Holding of different securities. Consideration of dividend paid or proposed by Subsidiary in CBS; Bonus Shares issued or proposed to be issued by Subsidiary (excluding shares acquired on different dates by the Parent company, chain and cross holding)	15	15
V	Accounting theory– concept, relation with practice; GAAP; Capital – capital maintenance concepts, relation with income; Limitations of Historic Cost accounting; Introduction to Fair Value accounting, Inflation Accounting	10	10
VI	Financial Statement Analysis- Meaning, objective, Classification of Accounting Ratios, Advantages &Limitations Preparation of Financial Statement and Statement of Proprietor’s Fund from the given Ratios. Computation, Analysis and Interpretation of important ratios for measuring – Liquidity, Solvency, Capital Structure, Profitability and Managerial Effectiveness.	15	15
VII	Fund Flow Statement- Concept of fund, meaning, nature, various sources, advantages &limitations of Fund Flow Statement and its preparation. Cash Flow Statement - Meaning, objectives, difference with Fund Flow Statement; activity classification and preparation and presentation as per AS-3	15	15
		100	100

Suggested Reading

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I & II, S Chand
- Hanif & Mukherjee, Financial Accounting, Corporate Accounting
- A K Basu, Financial Accounting, Corporate Accounting
- S K Paul, Financial Accounting, Corporate Accounting
- Basu & Das , Financial Accounting, Corporate Accounting
- R. L.Gupta & Radheswamy, Advanced Accountancy Vol. I & II, S. Chand
- Maheshwari & Maheshwari, Advanced Accountancy Vol. I & II, Vikash Publishing House Pvt. Ltd.
- Sehgal & Sehgal, Advanced Accountancy Vol. I & II, Taxman Publication
- L.S.Porwal, Accounting Theory, Tata Mcgraw Hill
- Gokul Sinha, Accounting Theory & Management Accounting,
- B. Banerjee, Regulation of Corporate Accounting & Reporting in India, World Press.
- Accounting Standards issued by ICAI

3CH2- AUDITING

U	TOPIC	M	L
I	<p>Introduction Definition-Nature-Scope and Objectives of Independent Financial Audit-Limitation. Basic Principles Governing an Audit-Relation between Accounting and Auditing. Errors and Fraud-Concepts, Means of doing Fraud, Purpose- Conditions which increase the Risk of Fraud and Error-Auditor's responsibility towards detection and reporting. Classification-Objective wise(Internal and Independent Financial audit), Periodicity wise (Periodical, Continuous, Interim, Final, Limited Review) Technique wise (Balance sheet, Standard, Systems, EDP), Coverage wise (Complete, Partial), Organization structure wise (Statutory, Non- statutory), Specific Matter Wise (Cost, Management, Secretarial, Tax, Environment, Human Resource, Social, Operational, Propriety, Stock, Public Deposit, Corporate Governance, Cash Flow, Compliance, Performance etc.).</p>	10	10
II	<p>Auditing Procedures and Techniques Auditing Engagement-Audit Planning-Audit Programme.Documentation-Audit Working Papers, Ownership and Custody of Working Papers-Audit File(Permanent, Current) – Audit note Book-Audit Memorandum. Audit Evidence-Concept, Need, Procedure to obtain Audit Evidence, Sources and Reliability, Methods. Preparation Before Commencement of a New Audit.</p>	10	10
III	<p>Internal Control and Internal Audit Internal Check-Definition, Objective, Preparation of check-lists. Internal Control-Definition, Objectives, Evaluation, Internal control in Computerized Environment, ICQ and its Preparation, Comparison with Internal Check. Internal audit-Definition, Objectives, Regulatory Requirements(Companies Act), Reliance by Statutory Auditor on Internal Auditor's Work. Audit Risk- Concept, Types and their Assessment Procedure.</p>	10	10
IV	<p>Audit Sampling and Analytical Procedure Concept, Need, and Types of Sampling- Sampling Risk-Stages in Audit Sampling. Test Checking-Auditing in Depth and Cut-Off checking. Analytical Procedure- Nature and Application of Analytical Procedure- Tools and Techniques of Analytical Procedure- Extent of Reliance on Analytical Procedure- Use of analytical procedure for Substantive Testing.</p>	10	10
V	<p>Vouching and Verification of Different Items Vouching- Meaning, Objectives, Vouching of Different Items (Receipts and o Payments Related). Verification– Concept, Objectives – Audit of Share Capital, Loans(Secured and Unsecured), Fixed assets (Building, Plant and Machinery, Loans and Advances, Investment, Goodwill, Copy Right, Patent Right Inventories, Debtors), Creditors, Subsequent Events, Preliminary Expenditures , Directors' Remuneration etc. <i>** Topics to be studied with reference to Relevant Standards on Auditing and Accounting including Applicable Indian Financial Reporting Standards.</i></p>	10	10
VI	<p>Company Audit Qualification, Disqualification, Appointment, Removal, Remuneration of Auditors. Audit Ceiling-Status, Power, Duties and Liabilities of auditors. Branch Audit-Joint Audit- Special Audit. Maintenance of Books of Account –Related Party Disclosures- Segment Reporting. Divisible Profit, Dividend and Depreciation (Companies Act, Standards on Accounting, Legal Decisions and Auditor's Responsibility). Representations by Management-Contents of Annual Report(A Brief Idea).</p>	12	12
VII	<p>Audit Report and Certificate Definition-Distinction between Report and Certificate- Types of Reports/Opinion (Clean,</p>	10	10

	Qualified, Disclaimer, Negative and Piecemeal) Contents of Audit Report(As per Companies Act and Standards on auditing). True and Fair View (Concept and Guiding Factors)- Materiality(Concepts and Relevance)- Limited Review- Disclosures. Certificate on Corporate Governance- Cash Flow Statement Reporting.		
VIII	Audit of Different Institutions Banks- Legislation Relevant to Audit of Banks, Approach to Bank Audit, Internal Control Evaluation, Non-Performance Assets(Concept , Provisions), Long Form Audit Report. Insurance Companies- Legislation Relevant to Audit of Insurance companies(Life And General Insurance), Review of Internal Control, Audit Report(Matters as per IRDA). Educational Institutions and Hospital Features and Basic Principles of Government Audit-Local Bodies and Non- Profit Seeking Organizations (including NGOs). Comptroller and Auditor General and its Constitutional Role.	10	10
IX	Investigation Meaning, Purpose- Distinction between Investigation and Auditing Approach Investigation- Types of Investigations. Assessing a Business (Due Diligence Review, Valuation). Investigations to Detect Fraud, Misappropriations and Defalcations- Investigations with respect to Business Combinations.	8	8
X	Other Thrust Areas Cost Audit- Concepts, Objectives, Advantages, Relevant Provisions of Comp. Act. Management Audit- Tax Audit- Systems Audit- Social Audit- Environment Audit Energy Audit- Forensic Audit-Peer review (Concepts, Objectives and Regulatory Requirements). Ethics in Auditing- Auditor's Independence. Auditing in CIS Environment. Standards on Auditing (Concepts, Purpose and Present Position as to Number and Title as issued by ICAI). <i>*** Topics to be studied with reference to Standards on Auditing and Accounting including Applicable Indian Financial Reporting Standards.</i>	10	10
		100	100

Suggested Readings

- K. Gupta, Contemporary Auditing, TMH
- B N Tandon, Principles of Auditing, S. Chand & Co.
- T R Sharma, Auditing Principles & Problems, Sahitya Bhavan, Agra
- Gangopadhyaya & Mukhopadhyaya , Auditing
- Spicer & Pegler, Practical Auditing
- E. Woolf, Auditing Today
- S K Basu, Fundamentals of Auditing, Pearson
- Auditing Assurance Standards and Guidelines issued by ICAI

3CH3- FINANCIAL MANAGEMENT

U	TOPIC	M	L
I	Introduction Important functions of Financial Management Objectives of the firm: Profit maximization vs. value maximization Role of Chief Financial Officer	5	5
II	Basic Concepts Time Value of Money: Compounding and Discounting techniques- Concepts of Annuity and Perpetuity Risk-return relationship Financial environment in which a firm has to operate	10	10

III	Sources of Finance and Cost of Capital Different sources of finance; long term and short term sources Cost of capital: concept, relevance of cost of capital, specific costs and weighted average cost, rationale of after tax weighted average cost of capital, marginal cost of capital	10	10
IV	Leverage and Capital Structure Theories Leverage- Business Risk and Financial Risk - Operating and financial leverage, Trading on Equity Capital Structure decisions- Capital structure patterns, Designing optimum capital structure, Constraints, Various capital structure theories.	15	15
V	Working Capital Management Introduction; Meaning and Concept of Working Capital; Management of Working Capital and Issues in Working Capital; Estimating Working Capital Needs; Operating or Working Capital Cycle. Various sources of finance to meet working capital requirements Financing current assets: Strategies of financing (Matching, Conservative, and Aggressive policies) Bank financing: recommendations of Tandon committee and Chore committee	15	15
VI	Capital Expenditure Decisions Purpose, Objectives & Process, Understanding different types of projects, Techniques of Decision making: Non-discounted and Discounted Cash flow Approaches - Payback Period method, Accounting Rate of Return Net Present Value, Profitability Index, Internal Rate of Return, Modified Internal Rate of Return, Discounted Payback Period. Ranking of competing projects, Ranking of projects with unequal lives. Capital Rationing.	15	15
VII	Dividend Decisions Meaning, Nature and Types of Dividend, Factors considered for dividend Policy Some dividend policies and formulating a dividend policy Dividend Theories: Modigliani and Miller:	10	10
VIII	Financial Control Concept, Objectives and Steps, Major Tools of Financial Control, Advantages and Limitations of Financial control system.	15	15
		100	100

Suggested Readings

- M.Y.Khan & P.K.Jain, Financial Management, TMH
- Van Horne, Financial Management & Policy, Pearson
- Van Horne, Fundamentals of Financial Management, PHI
- B.Banerjee, Financial Policy & Management Accounting, PHI
- P.Chandra, Financial Management, TMH

3CH4- INDIAN FINANCIAL SYSTEMS AND MARKETS (50), PROJECT WORK (30) & VIVA -VOCE (20)

INDIAN FINANCIAL SYSTEMS AND MARKETS (50 MARKS)

U	TOPIC	M	L
I	Financial System Meaning and significance; Role of finance in an economy, Components (instruments, markets, etc.); kinds of finance – Rudimentary finance, Direct and Indirect finance; Role of financial intermediaries. The structure of Indian Financial System, An overview of financial markets in India	10	10
II	Money and Indian Banking System Functions; Alternative measures to money supply in India – Their different components; Commercial	10	10

	Banks – Importance and functions; Structure of Commercial banking system in India; Distinction between Commercial and Central bank; Credit Creation Process of Commercial banks; High powered money – meaning and uses – Concept of Money Multiplier. The Reserve Bank of India: Functions; Instruments of Monetary and Credit control, Main features of Monetary Policy since independence.		
III	Development Banks & Other Financial Institutions Concept of Development bank and their needs in Indian financial system – Difference with Commercial banks – Major Development banks and their functions (IFCI, IDBI, ICICI, EXIM Bank, SIDBI, SFCs, NABARD) Other Financial Institutions: Introduction; Life Insurance Corporation of India, General Insurance Corporation of India, Unit Trust of India.	10	10
IV	Money Market Concept, Structure of Indian Money Market, Acceptance Houses, Discount Houses, Call money market, Recent trends of Indian money markets	10	10
V	Capital Market Concept, Security market, Primary & Secondary markets-Functions & Role, Functionaries of stock exchanges-Brokers, Sub- Brokers, Jobbers, Consultants, Institutional Investors & NRIs	10	10
		50	50

Suggested Readings

- L M Bhole, Financial Institution and Market, Tata McGrawa Hill
- S Mukherjee, Money and Financial System
- M Y Khan, IFS, Tata McGrawa Hill
- P K Deshmukh, Money & Financial System

Project Work (30 marks)

At least 15 classes should be offered in the third year for preparation of work on contemporary issues in Accounting & Finance/Report of Factory or Industry Visit/ Field Study.

The Project Work should be evaluated by the External and Internal Experts jointly.

Viva-voce (20 marks)

To be conducted by all the Departmental faculty members along with External experts from other colleges/ University.

[Top of the Document](#)

For B.Com General
PART-II (GENERAL)
2CG1- FINANCIAL ACCOUNTING-II

U	TOPIC	M	L
I	Partnership - Accounting for dissolution of firm – insolvency of one or more partner, consideration of private estate and private liabilities.	15	11
II	Branch Accounting - Concept of Branch; different types of Branches. Synthetic method – preparation of Branch account. Preparation of Branch Trading and P/L account. (at cost &at IP) – normal and abnormal losses. Analytical method – preparation of Branch Stock, Adjustment etc A/C (at cost &at IP) – normal &abnormal losses	15	11
III	Hire Purchase System - Meaning; difference with Installment payment system; Recording of transaction in the books of buyer – allocation of interest– complete repossession Books of Seller – Stock and Debtors A/C (without repossession) Books of Seller – H.P. Trading A/C (without repossession)	15	11
IV	Introduction to Accounting Standard - Financial accounting standards: concept, benefits, procedure for issuing accounting standards in India. Salient features of Accounting Standard (AS): 1 (ICAI). Need for a global standard, IFRS (concept only).	10	7
V	Accounting for Company Shares -Meaning of Company; Maintenance of Books of Accounts; Statutory Books; Annual Return Issue of Shares – issue, forfeiture, reissue, issue other than in cash consideration and issue to the promoters; Pro-rata issue of shares. Issue of debentures. Sweat equity. Right and Bonus Share – Rules, Accounting Alteration of Share Capital; Conversion of fully paid shares into stock; Equity Shares with different rights. Underwriting of shares and debentures: Rules; Determination of Underwriters Liability – with marked, unmarked &firm underwriting; Accounting. Buy Back of Securities – meaning, rules and Accounting. Redemption of Preference Shares – Rules and Accounting (with and without Bonus Shares)	30	21
VI	Investment Accounts - Maintenance of Investment Ledger; Preparation of Investment Account (transaction with brokerage, cum &ex-interest), Valuation of Investment under FIFO and Average method; Investment Account for Shares (with Right Shares and Bonus Shares).	15	11
		100	72

Suggested Reading

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I & II, S Chand
- Hanif & Mukherjee, Financial Accounting, Corporate Accounting
- A K Basu, Financial Accounting, Corporate Accounting
- S K Paul, Financial Accounting, Corporate Accounting
- Basu & Das , Financial Accounting, Corporate Accounting
- R. L.Gupta & Radheswamy, Advanced Accountancy Vol. I & II, S. Chand
- Maheshwari & Maheshwari, Advanced Accountancy Vol. I & II, Vikash Publishing House Pvt. Ltd.
- Sehgal & Sehgal, Advanced Accountancy Vol. I & II, Taxman Publication
- Gokul Sinha, Accounting Theory & Management Accounting,
- B. Banerjee, Regulation of Corporate Accounting & Reporting in India, World Press.
- Accounting Standards issued by ICAI

2CG2- DIRECT & INDIRECT TAXES IN INDIA

U	TOPIC	M	L
I	Residential Status and Incidence of Tax Residential status of a company, Incomes deemed to accrue or arise in India u/s 9 Income which do not form part of Total Income	10	7

	Sec 10A, 10AA, 10B, 10BA		
II	Heads of Income and Provisions Governing Heads of Income Income from Salary Income from House Property Profits and gains from business and profession Capital Gains Income from other sources	30	21
III	Deductions from Gross Total Income Deductions u/s 80IAB, 80IC, 80ID, 80IE Advance Tax, Interest, TDS, Refund of Tax	10	7
IV	Computation of Total Income and Tax Payable Advance level problems on computation of total income and tax liability of an Individual, HUF, Firm and AOP	15	11
V	Concepts of Indirect Tax, Difference between Direct And Indirect Tax, Indirect tax structure in India.	5	4
VI	WB VAT ACT, 2003 Basic concepts, features, advantages and disadvantages of vat, rate of tax, definitions, input tax, output tax, input tax credit, incidence and levy of tax, determination of tax payable, registration of dealer	15	11
VII	CENTRAL SALES TAX, 1956 Definitions, incidence and levy of tax, exemption and exclusion, determination of turnover and tax payable, registration of dealer, forms under CST	15	11
		100	72

Suggested Readings

- Singhanian V.K., and Singhanian K, Direct Tax Law and Practice, Taxmann
- C H Sengupta, Direct and Indirect Tax
- Lal and Vashist, Direct Taxes, Pearson
- Gupta and Ahuha, Direct Taxes Law And Practice, Bharat

2CG3- COST AND MANAGEMENT ACCOUNTING

U	TOPIC	M	L
I	Introduction: Definition of Cost, Costing, Cost Accounting, Management Accounting, Objectives of Cost Accounting; Importance of Cost Accounting to Business Concern. Relationship between Cost Accounting, Financial Accounting, Management Accounting Essentials of a good Cost Accounting System. Cost concepts, terms and classification of costs: Cost, Cost object, Cost units and Cost Centre, classification of costs, Cost sheet (including estimated Cost sheet), total costs and unit costs. Costing Methods and Techniques (introduction only)	10	7
II	Material Costs Purchase of materials: Purchasing needs and organisation, purchase procedure, documentation, material costs (direct and indirect). Storage of materials: Need for storage, location and types, functions of a storekeeper, requisition, receipt, issue and transfer of materials, storage record, accounting for materials cost. Materials control: Organisation; Tools: Just-in-Time Purchase; various stock levels, Economic Ordering Quantity(EOQ) and ABC Analysis; Periodic Inventory, Perpetual Inventory, Physical verification; Discrepancies in stock and their treatment. Methods of pricing material issues Various methods of pricing materials issues; Advantages and disadvantages of each method	10	8
III	Employee Cost- Introduction, Recording labour cost: Attendance and payroll procedures (Time-keeping, Time-Booking, Payroll procedure, Payment of wages, Overview of statutory	10	8

	requirements), Idle time (causes and treatment in Cost Accounting), Overtime (its effect and treatment in Cost Accounting), Labour turnover- Causes and methods of calculating labour turnover; cost of labour turnover. Incentive Systems – Main Principles for sound system of wage incentive schemes; labour utilisation; Distinction between direct and indirect labour cost; System of Wage Payment and Incentives; System of Incentive Schemes for Indirect Workers; Component of wages cost for costing purpose; Absorption of wages.		
IV	Overhead Introduction Definition, Classification of Overhead- Element-wise, Functional and Behavioral; Need for of classifying overhead into fixed and variable; various types of overheads. Manufacturing Overheads: Allocation and apportionment of Overhead; Absorption of Overhead: various methods and their application; Treatment of under absorption/over absorption of overheads	15	10
V	Job Costing (Job cost cards and databases, Collecting direct costs of each job, Attributing overhead costs to jobs, Applications of job costing). Contract Costing - Progress payments, Retention money, Escalation clause, Contract accounts, Accounting for material, Accounting for plant used in a contract, Contract profit and Balance sheet entries.	10	7
VI	Process Costing Meaning, Features, Process vs Job Costing, Principles of cost ascertainment for Materials, Labour &Overhead. Normal loss, Abnormal loss and gain and preparation of process accounts.	10	7
VII	CVP Analysis Introduction; CVP Assumptions and Uses; Break-Even Analysis: BE Point and Margin of Safety; Graphical presentation of CVP Relationship; Profit Graph.	10	7
VII	Budgetary Control: Budget and Budgetary Control; The budget manual, principal budget factor, preparation and monitoring procedures, preparation of functional budgets for operating and non operating functions, cash budget, master budget, flexible budget, budget variances.	10	7
IX	Standard Costing. Standard Costs and Standard Costing; Uses, &Importance. Differences with Budgetary Control, Preliminary Steps. Classification of Standards. Setting up Standards for Materials, Labour and Overheads. analysis and computation of materials, Labour and Overhead Costs Variances.	10	8
X	Financial Statement Analysis Concept, Objectives, Benefit and Limitations, of Financial Statement Analysis; Tools of Analysis; Value Added Statements, Economic Value Added (elementary level).	5	4
		100	73

Suggested Readings

- B.Banerjee, Cost Accounting, PHI
- Basu & Das, Costing
- Jain and Narang, Cost and Management Accounting
- Jawahar Lal & Seema Srivastava, Cost Accounting, TMH
- M.Y.Khan & P.K.Jain, Management Accounting, TMH
- R.Anthony, Management Accounting, Taraporewala
- Colin Drury, Management & Cost Accounting, Chapman & Hall
- Bhattacharyya K Asish, Cost Accounting for Business Managers, Elsevier

[Top](#)

PART-III (GENERAL) 3CG1- FINANCIAL ACCOUNTING - III

U	TOPIC	M	L
I	Merger and Reconstruction–	15	11

	Meaning; relevant standard and meaning of different terms, Accounting in the books of Transferor Company. Accounting in the books of Transferee (both for amalgamation in the nature of Merger and of Purchase); Internal reconstruction – meaning, provisions and Accounting, Surrender of Shares for redistribution; preparation of Balance Sheet after reconstruction		
II	Valuation of Goodwill and Shares - Goodwill – valuation using different methods,i.e., Average Profit, Super Profit, Capitalisation and Annuity. Shares – Valuation using different methods: Intrinsic, Earnings, Dividend Yield, Earnings-Price, Cum-div and Ex-div, Majority and Minority view and Fair Value	15	11
III	Concept of accounting theory; relation with practice; GAAP; Capital – capital maintenance concepts, relation with income; Limitations of Historic Cost accounting; Introduction to Fair Value accounting	15	11
IV	Company Final Accounts (very simple problems)	15	11
V	Accounting for FSA -Meaning, objective, Classification of Accounting Ratios, Advantages & Limitations of Preparation of Financial Statement and Statement of Proprietor’s Fund from the given Ratios. Computation, Analysis and Interpretation of important ratios for measuring – Liquidity, Solvency, Capital Structure, Profitability and Managerial Effectiveness.	20	14
VI	Fund Flow Statement - Concept of fund, meaning, nature, various sources, advantages & limitations of Fund Flow Statement and its preparation. Cash Flow Statement - Meaning, objectives, difference with Fund Flow Statement; activity classification and preparation and presentation as per AS-3	20	14
		100	72

Suggested Reading

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I & II, S Chand
- Hanif & Mukherjee, Financial Accounting, Corporate Accounting
- A K Basu, Financial Accounting, Corporate Accounting
- S K Paul, Financial Accounting, Corporate Accounting
- Basu & Das , Financial Accounting, Corporate Accounting

3CG2 – AUDITING

U	TOPIC	M	L
I	Introduction Definition -Nature-Scope and Objectives of Independent Financial Audit-Limitation. Basic Principles Governing an Audit-Relation between Accounting and Auditing. Errors and Fraud -Concepts, Means of doing Fraud, Purpose-Conditions which increase the Risk of Fraud and Error-Auditor’s responsibility towards detection and reporting. Classification -Objective wise (Internal and Independent Financial audit), Periodicity wise (Periodical, Continuous, Interim, Final, Limited Review) Organization structure wise (Statutory, Non- statutory), Specific Matter Wise (Cost, Management, Tax, Social Propriety, Performance etc.).	10	7
II	Auditing Procedure and Techniques Auditing Engagement-Audit Planning-Audit Programme. Documentation -Audit Working Papers, Ownership and Custody of Working Papers- Audit File (Permanent, Current) – Audit note Book- Audit Memorandum. Audit Evidence -Concept, Need, Procedure to obtain Audit Evidence, Sources and Reliability, Methods. Preparation Before Commencement of a New Audit.	10	7
III	Internal Control and Internal Audit Internal Check -Definition, Objective, Preparation of check-lists. Internal Control -Definition, Objectives, Evaluation, Internal control in Computerized	10	7

	Environment, ICQ and its Preparation, Comparison with Internal Check. Internal audit -Definition, Objectives, Regulatory Requirements (Companies Act), Reliance by Statutory Auditor on Internal Auditor's Work.		
IV	Audit Sampling and Analytical Procedure Concept, Need, and Types of Sampling- Sampling Risk-Stages in Audit Sampling. Test Checking -Auditing in Depth and Cut-Off checking. Analytical Procedure - Nature and Application of Analytical Procedure- Tools and Techniques of Analytical Procedure- Extent of Reliance on Analytical Procedure- Use of analytical procedure for Substantive Testing.	10	7
V	Audit (Vouching and Verification) of Different Items Vouching - Meaning, Objectives-Vouching of Different Items (Receipts and Payments Related). Verification - Concept, Objectives – Audit of Share Capital, Loans(Secured and Unsecured), Fixed assets (Building, Plant and Machinery, Loans and Advances, Investment, Goodwill, Copy Right, Patent Right Inventories, Debtors), Creditors, Preliminary Expenditures , etc. <i>** Topics to be studied with reference to Relevant Standards on Auditing and Accounting including Applicable Indian Financial Reporting Standards.</i>	10	7
VI	Company Audit Qualification, Disqualification, Appointment, Removal, Remuneration of Auditors. Audit Ceiling -Status, Power, Duties and Liabilities of auditors. Branch Audit-Joint Audit- Special Audit. Maintenance of Books of Account. Divisible Profit, Dividend and Depreciation (Companies Act, Standards on Accounting, Legal Decisions and Auditor's Responsibility).	12	9
VII	Audit Report and Certificate Definition -Distinction between Report and Certificate- Types of Reports/Opinion (Clean, Qualified, Disclaimer, Negative and Piecemeal) Contents of Audit Report(As per Companies Act and Standards on auditing). True and Fair View (Concept and Guiding Factors) Materiality (Concepts and Relevance).	12	9
VIII	Audit of Different Institutions Educational Institutions and Hospital	8	6
IX	Investigation Meaning, Purpose - Distinction between Investigation and Auditing Approach to Investigation - Types of Investigations. Investigations to Detect Fraud, Misappropriations and Defalcations.	8	6
X	Other Thrust Areas Cost Audit - Concepts, Objectives, Advantages, Relevant Provisions of Comp. Act. Management Audit- Tax Audit- Systems Audit- Social Audit- Environment Audit Energy Audit -Peer review (Concepts, Objectives and Regulatory Requirements). <i>*** Topics to be studied with reference to Standards on Auditing and Accounting including Applicable Indian Financial Reporting Standards.</i>	10	7
		100	72

Suggested Readings

- Gupta Kamal, Contemporary Auditing, TMH
- Tandon, B.N., Principles of Auditing, S. Chand & Co.
- Sharma T.R., Auditing Principles & Problems, Sahitya Bhavan, Agra
- Spicer & Pegler, Practical Auditing
- Woolf, Emile, Auditing Today
- Basu, Sanjib Kumar, Nirikshar Tattwa-o- Koushal (Bengali), Pearson
- Auditing Assurance Standards and Guidelines issued by ICAI

3CG3-INDIAN FINANCIAL SYSTEMS AND MARKETS (50), PROJECT WORK (30) & VIVA -VOCE (20)

INDIAN FINANCIAL SYSTEMS AND MARKETS (50 MARKS)

U	TOPIC	M	L
I	Financial System Meaning and significance; Role of finance in an economy, Components (instruments, markets, etc.); kinds of finance – Rudimentary finance, Direct and Indirect finance; Role of financial intermediaries. The structure of Indian Financial System, An overview of financial markets in India	10	7
II	Money and Indian Banking System Functions; Alternative measures to money supply in India – Their different components; Commercial Banks – Importance and functions; Structure of Commercial banking system in India; Distinction between Commercial and Central bank; Credit Creation Process of Commercial banks; High powered money – meaning and uses – Concept of Money Multiplier. The Reserve Bank of India: Functions; Instruments of Monetary and Credit control, Main features of Monetary Policy since independence.	10	7
III	Development Banks & Other Financial Institutions Concept of Development bank and their needs in Indian financial system – Difference with Commercial banks – Major Development banks and their functions (IFCI, IDBI, ICICI, EXIM Bank, SIDBI, SFCs, NABARD) Other Financial Institutions: Introduction; Life Insurance Corporation of India, General Insurance Corporation of India, Unit Trust of India.	10	7
IV	Money Market Concept, Structure of Indian Money Market, Acceptance Houses, Discount Houses, Call money market, Recent trends of Indian money markets	10	7
V	Capital Market Concept, Security market, Primary & Secondary markets-Functions & Role, Functionaries of stock exchanges-Brokers, Sub- Brokers, Jobbers, Consultants, Institutional Investors & NRIs	10	7
		50	35

Suggested Readings

- L M Bhole, Financial Institution and Market, Tata McGrawa Hill
- S Mukherjee, Money and Financial System
- M Y Khan, IFS, Tata McGrawa Hill
- P K Deshmukh, Money & Financial System

Project Work (30 marks)

At least 15 classes should be offered in the third year for preparation of work on contemporary issues in Accounting & Finance/Report of Factory or Industry Visit/ Field Study.

The Project Work should be evaluated by the External and Internal Experts jointly.

Viva-voce (20 marks)

To be conducted by all the Departmental faculty members along with External experts from other colleges / University.