

DEPARTMENT OF COMMERCE GENERAL SHIFT 2
SYLLABUS
OBJECTIVES & OUTCOMES

UNIVERSITY OF MADRAS
B.Com. Degree (GENERAL)

(With effect from the academic year 2020-2021)

REVISED SCHEME OF EXAMINATION:
SEMESTER I

Course content	Name of subject		Ins Hrs	CIA	External	Total
PART I	Language Paper – I	LA11A CLE1G CLG1E CLK1S	5	25	75	100
PART II	Communicative English	LZ11A	3	50	50	100
PART III	Core – Paper I : Financial Accounting	CZ21A	5	25	75	100
	Core Paper II: Business Communication.	CZ21B	5	25	75	100
	Allied Paper I : Business Economics	CZ31A	6	25	75	100
PART IV	* Basic Tamil / Advanced Tamil / NME	NLTIC/ TLTIC	2	25	75	100
	Office Automation	SE51B	2	50	50	100
	English for Commerce and Management	PZICA	4	50	50	100

SEMESTER II

Course content	Name of subject		Ins hrs	CIA	External	Total
PART I	Language Paper – II	LA12A CLE2G CLG2G CLK2T	5	25	75	100
PART II	Communicative English – II	LZ12A	5	50	50	100
PART III	Core Paper III : Advanced Financial Accounting	CZ22A	5	25	75	100
	Core Paper IV: Principle of Management.	CZ22B	5	25	75	100
	Allied Paper II : Indian Economy	CZ32A	6	25	75	100
PART IV	* Part - IV – Basic Tamil / Advanced Tamil / NME	NLT2D/ TLT2D	2	25	75	100
	Office Automation -II	SE522	2	50	50	100
	English for Commerce and Management	PZICB	2	50	50	100

ACADEMIC YEAR (2019-2020)

SEMESTER III

Course content	Name of subject		Ins hrs	CIA	External	Total
PART III	Core Paper V: Corporate Accounting –I	CPZ3A	6	25	75	100
	Core Paper V: Business Law	CPZ3B	5	25	75	100
	Core Paper VII: Banking Theory Law and Practice.	CPZ3C	5	25	75	100
	Core Paper VIII: Marketing	CPZ3D	5	25	75	100
	Allied Paper II : 1. Business Statistics or 2. Rural Economics.	CDZ3A	6	25	75	100
PART IV	Environmental Studies	ENV4B	1			
	Soft Skill-III(Essential of spoken &communicative skills	TSSEC	2	50	50	100

SEMESTER IV

Course content	Name of subject		Ins Hrs	CIA	External	Total
PART III	Core Paper IX : Advanced Corporate Accounting	CPZ4A	6	25	75	100
	Core Paper X: Company Law	CPZ4B	5	25	75	100
	Core Paper XI: Financial Services.	CPZ3C	5	25	75	100
	Core Paper XI: Indirect Taxation.	CPZ4E	5	25	75	100
	Allied Paper IV: Elements of Operations Research	CDZ4B	6	25	75	100
PART IV	Environmental Studies	ENV4B	1	25	75	100
	Computing Skill-IV	TSSE1	2	50	50	100

SEMESTER V

Course content	Name of subject		Ins Hrs	CIA	External	Total
PART III	Core Paper XIII: Elements of Cost Accounting	CPZ5A	6	25	75	100
	Core Paper XIV :Practical Auditing	CPZ5B	5	25	75	100
	Core Paper XV : Entrepreneurial Development	CPZ5C	6	25	75	100
	Core Paper XVI : Financial Management	CPZ5D	6	25	75	100
	Elective Paper I: 1. Income Tax Law and Practice – I (or) 2. Visual Basic Programming	CVZ5A	6	25	75	100
PART V	Value Education	VAE5Q	1	25	75	100

SEMESTER VI

Course content	Name of subject	CODE	Ins Hr	CIA	External	Total
PART III	Core Paper XVII : Advanced Cost Accounting	CPZ6A	6	25	75	100
	Core Paper XVIII : Management Accounting	CPZ6B	6	25	75	100
	Core Paper XIX : Business Environment	CPZ6C	5	25	75	100
	Elective Paper II: Income Tax Law and Practice - II	CVZ6A	6	25	75	100
	Elective Paper III: Human Resource Management	CVZ6B	6	25	75	100
PART V	Extension Activities		1			

UNIT IV: Rectification of Errors and Bank Reconciliation Statement

Classification of Errors – Rectification of Errors – Preparation of Suspense a/c.

Bank Reconciliation Statement – Need and preparation.

UNIT V: Hire Purchase and Instalment System

Hire Purchase System- Default and repossession-Hire purchase trading

account Instalment System-Calculation of Profit.

OUTCOMES:

1. It develops problem solving and computational skills and an awareness and recognition of the consequences of error.
2. It develops skills in the use of figures in business communications in analysis and in decision making.
3. It cultivates mental discipline develops the powers of concentration and critical thinking and fosters the concept of accountability.

OBJECTIVES:

1. To facilitate the students to understand the concept of Communication.
2. To know the basic techniques of the modern forms of communication
3. To facilitate the effective Business correspondence

UNIT I: Communication

Definition – Methods – Types – Principles of effective Communication – Barriers to Communication – Business Letters – Layout.

UNIT II: Business Letters

Kinds of Business Letters: Interview – Application for a situation – Interview -Appointment – Acknowledgement – Promotion – Enquiries – Reply letter – Orders – Sales letter – Circular letter– Complaint letter.

UNIT III: Correspondence

Bank Correspondence – Insurance Correspondence – Agency Correspondence – Correspondence with Shareholders, Directors.

UNIT IV: Reports and Meetings

Report Writing – Meetings – Agenda - Minutes of Meeting – Memorandum – Office Order – Circular – Notes.

UNIT V: Forms of Communication

Modern Forms of Communication: Fax – E-mail – Video Conferencing – Internet – Websites – uses of the various forms of communication

OUTCOMES:

1. Students will understand the concept of communication & acquire effective interpersonal communications
2. Students will understand the effectiveness of business communication
3. Students will be acquainted with modern form of communication.
4. Students will be able to facilitate the effectiveness of Business correspondence
5. Students will be able to develop and deliver effective presentation

SEMESTER - II

Core Paper III ADVANCED FINANCIAL ACCOUNTING No of Credits: 4

OBJECTIVES:

1. It provides practical application and which develops in each student numeracy and a knowledge and understanding of business through the use of figures.
2. Use analytical techniques to arrive at conclusions from financial information for the purpose of decision making.
3. To provide students with an appreciation of the ethical and regulatory framework this influences and governs the preparation of various financial statements.

Unit I: Branch Accounts

Dependent Branches - Stock and Debtors system – Distinction between Wholesale Profit and Retail Profit – Independent Branches (Foreign Branches excluded)

Unit II: Departmental Accounts

Basis of Allocation of Expenses – Calculation of Profit - Inter-departmental Transfer at cost or Selling Price.

Unit III: Partnership Accounts

Admission of a Partner – Retirement of a Partner – Death of a Partner.

Unit IV: Partnership Accounts

Dissolution of a Partnership Firm – Insolvency of a Partner – Insolvency of all Partners
Piecemeal Distribution of cash in case of Liquidation of Partnership Firm.

Unit V: Accounting Standards for financial reporting

Objectives and uses of financial statements for users-Role of accounting standards- Development of accounting standards in India- Requirements of international accounting standards - Role of developing IFRS- IFRS adoption or convergence in India- Implementation plan in India- Ind AS Difference between Ind AS and IFRS.

OUTCOMES:

1. It links the accounting process with Information Technology and it fosters the concept of accountability.
2. Students will have advanced knowledge of practical aspects of accounting system followed in large organizations having different branches in and around the world.

CORE PAPER IV PRINCIPLES OF MANAGEMENT No of Credits: 4

OBJECTIVES

1. To Facilitate the students in understanding the concepts of management
2. To enable the students in understanding the importance of management in the business organizations.
3. To make the students gain knowledge about the major process involved in management.

UNIT 1: Introduction

Definition - Importance - Nature and Scope of Management - Process of Management - Role and functions of Managers - Levels of Management - Scientific Management - Contributions to Management by different Schools of thought.

UNIT 2: Planning

Nature - Importance - Types of Planning - Steps in planning - Objectives of Planning - Policies - Decision making Process - Types of Decisions- HRM- meaning-nature-and scope of HRM

UNIT 3: Organization

Meaning and Types of organizations - Principles - Formal and Informal organization - Organization Structure - Span of Control - Departmentalization - Basis - Meaning and Importance of Departmentalization. Policies -Meaning and Types - Procedures –Forecasting.

UNIT 4: Authority and Responsibility

Authority - Definition - Sources - Limitations - Difference between Authority and Responsibility - Delegation of Authority - Meaning - Principles and importance - Centralization Vs. Decentralization- leadership and communication

UNIT 5: Direction Co-ordination & Control

Direction - Nature - Purpose. Co-ordination - Need - Types and Techniques - Requisites for Excellent Co-ordination. Controlling -Meaning - Importance - Control Process

Outcomes

1. On the completion of the syllabus students will be aware about the basic concepts related to management in business.
2. Students will be able to acquire knowledge on the functioning of the management.
3. Students will gain knowledge about the management process involved in the business.

SEMESTER -III

Core Paper V

CORPORATE ACCOUNTING

No of Credits: 4

OBJECTIVES:

1. To make the students familiarize with corporate accounting procedures
2. To acquire the knowledge of Redemption & underwriting
3. To enable the students to acquire conceptual knowledge about the preparation of the company accounts.
4. To acquaint with the methods of valuation of Goodwill & shares
5. To understand the maintenance of accounts in Insurance companies

UNIT – I Share Capital

Issue of Shares - Types of Shares – Forfeiture of Shares- Reissue of Shares- Redemption of Preference Shares.

UNIT – II Debentures & Underwriting

Issue of Debentures – Redemption of Debentures- Profit prior to incorporation. Underwriting of Shares & Debentures.

UNIT – III Final Accounts

Final Accounts - Preparation of Profit & Loss account and Balance sheet- Managerial Remuneration.

UNIT –IV Valuation of Goodwill & Shares

Valuation of Goodwill & Shares – Meaning – Methods of valuation.

UNIT – V Accounting for Insurance Companies

Insurance Accounts- Types- Final accounts of Life Insurance- Profit determination of Life Insurance

OUTCOME:

1. The students will learn the basic accounting procedures of corporate undertaking and their financial statement preparations
2. The students will familiarise of underwriting of shares, Debentures and commission payable for such underwriting
3. Students will be acquainted with the various methods of Valuation of Goodwill & Shares
4. Students will be gaining practical exposure regarding the maintenance of accounts in Insurance companies.

Core Paper VI

BUSINESS LAWS

No of Credits: 4

OBJECTIVES

1. The objective of this course is to provide the students with practical legal knowledge of general business law issues.
2. To understand simple business laws and Ability to apply concepts, principles and theories.
3. To highlight the Provisions of Law governing the General Contract and Special Contract.
4. To enable the students to understand the Legal Remedies available in the Law to the
5. Business

UNIT I:

Indian Contract Act -Formation-Nature and Elements of Contract – Classification of Contracts- Contract Vs Agreement.

UNIT II:

Offer – Definition – Forms of offer – Requirements of a Valid Offer. Acceptance – Meaning - Legal rules as to a Valid Acceptance. Consideration – Definition – Types - Essentials. Capacity of Parties – Definition – Persons Competent to contract. Free consent – Coercion – Undue Influence – Fraud – Misrepresentation - Mistake. Legality of object - Void agreements Unlawful Agreements.

UNIT III: Performance of Contract

Performance of Contracts – Actual Performance – Attempted Performance - Tender.
Quasi Contract – Definition and Essentials. Discharge of Contract - Modes of Discharge –
Breach of Contract – Remedies available for Breach of Contract.

UNIT IV: Sale of Goods Act

Sale – Contract of Sale – Sale Vs Agreement to Sell – Meaning of Goods – Conditions and
Warranty – Caveat Emptor – Exceptions of Caveat Emptor – Buyer and Seller of Goods -
Unpaid Seller – Definition – Rights of an Unpaid Seller.

UNIT V: Contemporary Issues in Business Law

Right to Information Act, 2005 - Meaning of 'Information', 'Right to Information' 35 -Need
for Right to Information. Public Information - Request for obtaining information. Grounds for
rejection of information. Central Information Commission - Constitution and powers.
Information Technology Act - Purpose and significance. Cyber Crimes - Types of crimes,
nature and punishment Intellectual Property Law - Patent, trademark, copyright and industrial
design and laws of Insurance.

OUTCOME:

1. On completion of this course, learners will be able to:
2. Appreciate the relevance of business law to individuals and businesses and the role of law in an economic, political and social context.
3. Identify the fundamental legal principles behind contractual agreements.
4. Examine how businesses can be held liable in tort for the actions of their employees.
5. Acquire problem solving techniques and to be able to present coherent, concise legal argument and basic provisions of Law.

Core Paper VII BANKING THEORY, LAW AND PRACTICE No of Credits: 4

OBJECTIVES

1. To understand the basic features of banking
2. To study about the various instruments which are helpful in the Indian Banking system and services.
3. To study about the credit and other services of banks to customer.

UNIT-I: Introduction to Banking

History of Banking- Components of Indian banking -Indian Banking System-Phases of development Banking structure in India-Payment banks and small banks-Commercial Banking-Definition-Classification of banks. Banking System- Universal banking-Commercial Banking-functions-Role of Banks in Economic Development. Central Banking-Definition – Need-Principles- Central Banking Vs Commercial banking Functions of Central bank.

UNIT-II: RBI

Establishment-objective-Legal framework-Functions-SBI-Origin and History- Establishment-Indian subsidiaries-Foreign subsidiaries-Non-Banking-Subsidiaries-Personal banking-International banking Trade Financing-Correspondent banking. Co-operative banks-Meaning and definition-Features- Co-operative banks vs Commercial banks- Structure.-NBFC-Role of NBFC- RBI Regulations Financial sector reforms-Sukhoy committee 1985-Narasimham committee I and II-Prudential norms: capital adequacy norms-classification of assets and provisioning.

UNIT-III: E-Banking

Meaning-Services-e-bankingandFinancialservices-Initiatives-Opportunities-Internet banking-MeaningInternetbankingVsTraditionalbanking-Services-Drawbacks-Frauds inInternetbanking.Mobilebanking– **Anywhere Banking-Any Time Banking**- Electronic Mobile Wallets. ATM-Evolution -Concept Features - Types-. Electronicmoney-Meaning- Categories-Meritsofe-money-ElectronicFunds Transfer (EFT)system - Meaning- Steps– Benefits- Monetary policies- final sector reforms- sakmoy chakrevarthy commmittee 1985- Narasiman Committee I & II- prudential norms capital adequacy norms- classification of

assets & provisional meaning- Structure of Interest rates (short and long term)-impacts on saving and borrowings.

UNIT IV: Bank Account

Opening – Types of Accounts-FDR-Steps in opening Account-Saving vs Current Account- ‘Donatio Mortis Causa’ - Passbook-Bank Customer Relationship-Special Types of currents- KYC norms. Bank Lending – Lending Sources-Bank Lending Principles-Forms of lending- Loan evaluation process-securities of lending Factors influencing bank lending – Negotiable Instruments –Meaning –Characteristics-Types. Crossing – Definition –Objectives-Crossing and negotiability-Consequences of Crossing.

UNIT-V: Endorsement

Meaning-Components-Kinds of Endorsements-Cheques payable to fictitious person- Endorsement by legal representative –Negotiation bank-effect of endorsement-Rules regarding endorsement.Paying bankerBanker’s duty-Dishonoring of Cheques-Dischargeof paying banks-Payments of a crossed cheque payment. Collecting bankers-Statutory protection under section 85-Refusal of cheques Payment. Collecting Banker- Statutory protection under section 131- Collecting bankers’ duty –RBI instruction –Paying Banker Vs Collecting Banker- Customer grievances-Grievance redressal –Banking Ombudsman.

Outcome:

1. Gain basic knowledge of banking functions and methods
2. Understand about the RBI regulations with regard to banking systems.
3. To understand about the various credit controls and negotiable instruments, modern e-banking services and deposit schemes offered by banks

OBJECTIVES:

1. To build an understanding in students about the importance of marketing in today's business world.
2. To develop an understanding in students about market segmentation.
3. To enable the students gain knowledge on recent trends in marketing.

UNIT 1: Introduction

Marketing - Meaning - Definition and Functions of Marketing - Marketing Orientation -Role and Importance of Marketing - Classification of Markets

UNIT 2: Market Segmentation and Consumer Behavior

Market Segmentation - Concept - Benefits - Basis and Levels. Introduction to Consumer Behavior - Need for study - Consumer Buying Decision Process - Buying Motives.

UNIT 3: Marketing Mix and Product Policy

Marketing Mix - Meaning - Product - Introduction - Product policy - Product Planning - Stages of New Product Development - Introduction to PLC - Packaging - Branding - Labeling - Product Mix - Price - Pricing Policies and Methods

UNIT 4: Channels of Distribution

Channels of Distribution - Levels - Channel Members - Promotion - Communication Mix -Basics of Advertising, Sales Promotion and Personal Selling.

UNIT 5: Recent Trends in Marketing

A basic understanding of E - Marketing – Consumerisation, market research , MIS , and marketing regulations.

OUTCOMES

1. On the completion of the syllabus,
2. Students will get familiarised with the concepts related to marketing and the importance of marketing in business.

3. Students will gain an understanding on market segmentation.
4. Learners will acquire knowledge on recent trends in marketing.

Allied Paper III (1) BUSINESS STATISTICS No of Credits : 4

OBJECTIVES:

1. To develop the students ability in understanding the application of statistical techniques
2. To enlighten the students with various statistical measures and their relevant usages.
3. To facilitate the students in understanding then eedof statistics in current scenario
4. To customize the importance of business statistics for the commerce students

SYLLABUS

UNIT-I Introduction

Meaning and Definition of Statistics - Collection and Tabulation of Statistical Data - Presentation of Statistical Data - Graphs and Diagrams

UNIT-II Measures of Central Tendency and Measures of Variation

Measures of Central Tendency - Arithmetic Mean Median, Mode, Harmonic Mean and Geometric Mean. Measures of Variation - Standard Deviation - Mean Deviation - Quartile Deviation - Skewness and Kurtosis - Lorenz Curve

UNIT-III Correlation and Regression Analysis

Simple Correlation - Scatter Diagram - Karl Pearson's Correlation Spearman's Rank Correlation - Regression - Meaning - Linear Regression.

UNIT-IV Time Series

Analysis of Time Series - Causes of Variation in Time Series Data - Components of Time Series - Additive and Multiplicative Models - Determination of Trendy Semi Average, Moving Average and Least Square (Linear Second Degree and Exponential) Met

hods-Computation of Seasonal Indices By Simple Average, Ratio to Moving Average, Ratio to Trend and Link Relative Methods

UNIT-V Index Numbers

Meaning and Types of Index Numbers- Problems in Construction of Index Numbers- Methods of Construction of Price and Quantity Indices- Test of Adequacy- Errors in Index Numbers- Chain Base Index Numbers- Base Shifting -Splicing -Deflation -Customer Price Index and Its Uses- Statistical Quality Control

OUTCOMES:

1. Enabling the students to know the methods of presenting the data graphically
2. Making the students acquire the knowledge of various statistical tools
3. Making the students understanding the various future prediction techniques and draw inferences in business

SEMESTER-IV

Core Paper IX ADVANCED CORPORATE ACCOUNTING No of Credits: 4

OBJECTIVES

1. To provide the students with an understanding of accounting procedure for corporate restructuring.
2. To make the students understand the applications of Accounting Transactions in Corporate Sector.
3. To know the procedure of amalgamation and absorption of Companies
4. To obtain the ability to prepare consolidated accounts for a corporate group
5. To get familiar with the terms of performing and nonperforming asset

UNIT I: Internal Reconstruction

Meaning - Alteration of share capital – Accounting Procedures.

UNIT II: Amalgamation, Absorption & External Reconstruction

Meaning- Amalgamation in the nature of Merger, Purchase - External Reconstruction – Applicability of AS 14- Calculation of Purchase consideration (all methods) – Journal Entries in the books of Transferor and Transferee Companies, Revised Balance Sheet (excluding inter – company holdings)

UNIT III: Liquidation

Meaning – Preparation of Liquidator's Final Statement of Accounts – Calculation of Liquidator Remuneration.

UNIT IV: Consolidation

Holding Company –Subsidiary company - Meaning – Preparation of Consolidated Final Statement of Accounts

UNIT V: Accounting For Banking Companies

Bank accounts - Concept of Non-Performing Assets (NPA)-Preparation of Profit and Loss Account- Asset classification - Preparation of Balance Sheet.

Note: Questions in Sec. A, B & C shall be in the proportion of 20:80 between Theory and Problems.

OUTCOME:

1. The students will be able to understand the procedures of corporate restructuring and to prepare the various accounting statements
2. The students will familiarise the procedure of amalgamation and absorption of Companies to maintain profitability
3. The students will be able to prepare consolidated accounts for a corporate group
4. Students will be gaining practical exposure regarding the terms of performing and nonperforming asset and understand the business of Banking Companies.

OBJECTIVES

1. To enlighten the students on the provisions governing the company law.
2. To make the students aware on the recent amendments to companies Act.
3. To enlighten the students on the provisions governing the company law.
4. To familiarize the students with legal provisions and case studies for Incorporation of
5. various types of joint stock companies.

UNIT I: Joint Stock Company

Meaning-Kinds of companies (Special Provisions with respect to Private Company, Public Company, One Person Company, Small Company, Dormant Company) Formation – Memorandum of Association- Contents- Restriction on “Other Objects”- Doctrine of Ultra Vires- Articles of Association-Contents- Prospectus-contents-Types(Statement in Lieu of Prospectus, Shelf Prospectus, Red Herring Prospectus)-Underwriting-Book Building Process- Green Shoe option- EFlaying – Dematerialisation.

UNIT II: Share Capital and Debentures

Meaning of Shares – Kinds of Shares- Voting rights – Issue of Shares at a Premium and Discount – Partly paid shares- Bonus Shares- Rights shares – Sweat Equity Shares. Debentures – Meaning –Types.

UNIT III- Managerial Personnel

Directors – Women Directors – Independent Directors- director Identification Number- Other Key Managerial Personnel- Related Party Transactions.

UNIT IV- Meetings and Resolutions

Meeting - Statutory Meeting – Annual general meeting – Extraordinary general Meeting - Notice of meeting- Quorum- Proxy- Board of Directors Meeting- committee- Types of Committee- Corporate Social Responsibility committee. Resolutions – Ordinary & Special - Resolution requiring special notice.

UNIT V- Winding up of company

Modes of winding up – winding up by the court – Voluntary winding up – Types – Members' voluntary winding up – Creditors' voluntary winding up. National company Law- Appellate Tribunal.

OUTCOME:

1. The students will gain knowledge on Company Law provisions and amendments.
2. On the completion of syllabus students will understand about the company law provision and amendments, corporate social responsibility, procedure for winding up of a company.
3. Students will be able to understand the importance of managerial personnels, Directors roles, meetings and resolutions etc.,

Core Paper XI - FINANCIAL SERVICES No of Credits: 4

OBJECTIVES

1. To make the students familiarize with the world of financial services.
2. To develop the understanding in students on various types of financial services
3. To enable students in learning the new financial institutions and financial instruments.

UNIT 1: Introduction

Financial Services - Concept - Objectives – Functions- Characteristics - Financial Services Market - Concept - Constituents - Growth of Financial Services in India - Financial Services Sector Problems - Financial Services Environment - The Forces - Players in Financial Markets

UNIT 2: Merchant Banking and Public Issue Management

Definition - Functions - Merchant Bankers Code of Conduct - Public Issue Management- Concept - Functions - Categories of Securities Issue - Mechanics of Public Issue Management- Issue Manager - Role of issue Manager - Marketing of Issue - New Issues Market Vs Secondary Market

UNIT 3: Money Market and Stock Exchange

Characteristics - Functions - Indian Capital Market - Constituents of Indian Capital Market - New Financial Institutions and Instruments - Investor Protection - Stock Exchange - Functions - Services - Features - Role - Stock Exchange Traders - Regulations of Stock Exchanges - Depository - SEBI - Functions and Working

UNIT 4: Leasing

Characteristics - Types - Participants - Myths about Leasing - Hire Purchase – Lease Financing Vs Hire Purchase Financing - Factoring - Mechanism - Functions of a Factor- Factoring - Players - Types - Operational Profile of Indian Factoring - Operational Problems in Indian Factoring - Factoring Vs bills Discounting – securitization of debt-parties involved – steps of securitization – types of securitization- advantages- limitations- SARFAESI ACT 2002- background- purpose of the act- main provisions.

UNIT 5: Venture Capital

Origin and Growth of Venture Capital - Investment Nurturing Methods - Mutual Funds - Portfolio Management Process in Mutual Funds - Credit Rating System - Growth Factors- Credit Rating Process - Global and Domestic Credit Rating agencies -Pension Fund - Objectives -Functions - Features - Types - Chilean Model - Pension Investment Policy – Pension Financing.

OUTCOMES

1. Students will get familiarized with the world of financial services.
2. Students will gain knowledge about various financial services.
3. Students will develop an understanding on the types of financial instruments and its functions.

OBJECTIVES:

1. To facilitate the students to gain knowledge of the principles of Indirect Taxation.
2. To enable the students to gain knowledge of Goods and Services (GST)
3. To highlight the students about customs duty.

UNIT – I Introduction

History and Objectives of Taxation – Tax System in India- Direct & Indirect Taxes – Meaning and Types – Powers of Union and State to levy taxes. Constitutional Amendments leading to introduction of GST and their importance

UNIT – II GST – Overview & Concepts

Background behind implementing GST- The need for GST- objectives of GST- Business impact- Benefits of GST-SGST- CGST and IGST- Taxes covered by GST- Definitions - Scope and Coverage Scope of supply- Levy of tax- Rate Structure- Taxable Events. Types of Supplies – Composite and Mixed Supplies –Composition Levy.

UNIT – II GST Taxation/ Assessment proceedings

Return- Refunds- Input Tax Credit- Reverse charge Mechanism, Transitional Provisions composition under GST- Administrative structure of GST-Officers as per CGST Act- Officers as per SGST Act-Jurisdiction- Appointment Powers. Relevance of Cross Empowerments

UNIT-IV GST Audit

Assessment and Audit under GST- Demands and Recovery- Appeals and revision- Advance ruling Offences and Penalties. National Anti-Profiteering Authority – GST Practitioners – eligibility and Practice and Career avenues

UNIT-V Customs duty

The custom duty- Levy and collection of customs duty - Organizations of custom departments- Officers of customs- powers- Appellate Machinery- Infringement of the Law-

Offences and Penalties- Exemptions from duty customs duty draw back- duties free Zones.
Export incentive schemes

OUTCOME:

1. The students will be able to understand the concepts of Indirect taxation, types and Assessment procedures.
2. Students would compute the amount of CGST, SGST and IGST payable after considering the eligible input tax credit.
3. Students would analyze whether a person is required to obtain registration under GST law.

Allied Paper IV (1) Elements of Operations Research No of Credits: 4

OBJECTIVES:

1. To develop the students with the different methods of finding the optimal solutions using the available resources.
2. To Facilitate in Understanding the various Concepts of Operations Research
3. To Help the Students to Understand the Various Techniques of Solving Problems

UNIT I: Introduction

Operations Research- Meaning-Definition - Origin and History- Characteristic Features – Need-Scope –Steps-Techniques-Application-Limitations

UNIT II:Linear Programming Problem LPP

Meaning-Requirements-Assumptions-Applications-FormulatingLPP–Advantages-LimitationsFormulatingLPPModel (SimpleProblemsOnly)

UNITIII: Methods of LPP

Obtaining Optimal Solution for Linear Programming Problem (LPP)-Graphical Method - Problems --Simplex Method for Type of LPP and for Slack Variable Case –Maximization Function-Minimization Function(Simple Problem Only)

UNIT IV:Transportation Problems

Meaning –(Initial Basic Feasible Solution)Assumptions -Degenerate Solution -North - West Corner Method- Least Cost Method -Vogel’s Approximation Method -Assignment Problems-Features-TransportationProblemVsAssignmentProblem- HungarianMethod(SimpleProblemsOnly)

UNITV: Game Theory

Meaning- Types of Games- Basic Assumptions- Finding Value of Game for Pure Strategy -MixedStrategy-IndeterminateMatrixandAverageMethod-GraphicalMethod-PureStrategy- Saddle PointPayoffMatrixValueofGame (Simple Problems Only)

OUT COMES:

1. Helping the students in formulation of real life problems into a mathematical model and solving using various techniques.
2. Enlightening the students about the applications of Operation Research techniques in making effective business decisions.
3. Understanding of the Concept of Operations Research and to Help the Students to understand the Various Techniques of Solving Problem

SEMESTER V

Core Paper XIII - ELEMENTS OF COST ACCOUNTING No of Credits : 4

OBJECTIVES

1. To prepare learners to understand the Scope of Cost Accounting in any business activity.
2. To learn the Cost Accounting treatment in relation to Material Cost Accounting, employee cost and overheads.
3. To develop the learners to establish the interface between Cost Accounting Standards and the various elements of Cost and to Reconcile the Cost and Financial Accounts

Unit I: Cost Accounting

Definition - Nature and Scope - Principles of Cost Accounting - Cost Accounting and Financial Accounting - Cost Accounting Vs Management Accounting - Installation of Costing System - Classification of Costs - Cost Centre - Profit Centre.

Unit II: Cost Sheet

Meaning - Preparation of Cost Sheet - Reconciliation of Cost and Financial Accounts.

Unit III : Material Costing

Material Control - Meaning and Objectives - Purchase of Materials - Stock Levels of Materials - EOQ - Stores Records –ABC Analysis - Issue of Materials - Methods of Issue - FIFO - LIFO - HIFO - Base Stock Method - Specific Price Method - Simple and Weighted Average Method - Standard and Inflated Price Method.

Unit IV : Labour Costing

Direct Labour and Indirect Labour- Time Keeping - Methods and Calculation of Wage Payments - Time Wages - Piece Wages - Incentives - Different Methods of Incentive Payments - Idle time - Overtime - Labour Turnover - Meaning, Causes and Measurement.

Unit V: Overheads Costing Overheads –

Definition - Classification - Allocation and Apportionment of Overheads - Basis of Allocation - Absorption of Overheads - Preparation of Overheads Distribution Statement- Machine Hour Rate - Computation of Machine Hour Rate.

OUTCOMES:

1. Students shall develop competency in the functional areas of Cost Accounting.
2. Students shall develop in applying course knowledge to analyze and successfully solve specific Organizational problems, like material planning and labour planning, etc.
3. Students will understand the difference between cost and Financial Accounting and will be able understand the need for reconciliation of cost and financial profits.

OBJECTIVES

1. Explains the nature and scope of auditing and the regulatory framework of auditing.
2. Explains the methods of gathering audit evidence and interprets different types of audit reports.
3. To understand the new EDP audit with the latest adoption of technology.
4. To familiarise with provisions of the companies Act relating to the appointment and liabilities of auditor

UNIT I : Introduction

Meaning and Definition of Auditing - Distinction between Auditing and Accounting - Objectives - Advantages and Limitations of Audit - Scope of Audit - Classifications of Audit - Audit Planning - Meaning. Audit programme - Meaning - Objectives and Contents - Audit Note Book, - contents, Usefulness of Audit Note Book - Audit working papers - Meaning. Ownership and Custody - Test checking and Routine checking - Meaning. Internal control - Meaning - Definition - Objectives - Technique for evaluation of Internal Control System. Internal check - Meaning - Objectives difference between Internal control, Internal check and Internal Audit.

UNIT - II : Vouching and Verification

Vouching - Meaning and Definitions - Objectives. Trading Transactions - Audit of Ledger Scrutinizing of ledgers - Vouching of cash Receipts and Payments - Vouching of outstanding Assets and Liabilities - Verification - Meaning - Objectives and Process - Valuation of Assets and liabilities - Distinction between Verification and Valuation.

Unit III : Audit and Accounting Standards

Types of Audit - Statutory Audit - Concurrent Audit - Stock Audit - Cost Audit - Secretarial Audit – CAG Audit - Management Audit. Accounting Standards - Standards on Auditing - Standards on Internal Audit - Penal Provisions - Role of National Financial Reporting Authority (NFRA)

Unit IV : Auditors and Audit Report

Appointment - Procedures - Eligibility and Qualifications - Powers and Duties - Rotation and Removal of Auditors - Resignation of Auditors - Remuneration of Auditors - Audit report - Preparation and presentation. Auditor's Responsibilities and liabilities towards Shareholders, Board and Audit Committee. Restriction on other Services.

Unit V : Recent Trends in Auditing

EDP Audit - Meaning - Division of auditing in EDP environment. Impact of Computerization on Audit Approach - Online Computer System Audit - Types of Online Computer System Audit - Audit around with the Computers – Procedure of Audit under EDP system.

OUTCOMES

Students will be versed in the fundamental concepts of Auditing

1. The students will be able to understand the importance of ethical conduct for the accounting profession.
2. Enables the students to understand audit procedures and policies and also studies the role of audit in financial statements.
3. The Students acquired knowledge about vouching of cash & credit transaction, verification of assets & liabilities.
4. The students learned about preparation of different methods & auditors' responsibility regarding depreciation & reserves.

ENTREPRENEURIAL DEVELOPMENT

OBJECTIVES:

1. To encourage the people to entrepreneurs
2. To assists the entrepreneurs in getting support from various financial institutions
3. To support the women entrepreneurs

UNIT I : Concept of Entrepreneurship

Entrepreneurship - Meaning - Types - Qualities of an Entrepreneur - Classification of Entrepreneurs - Factors influencing Entrepreneurship - Functions of Entrepreneurs.

UNIT II : Entrepreneurial Development Agencies.

Commercial Banks - District Industries Centre - National Small Industries Corporation - Small Industries Development Organisation - Small Industries Service Institute. All India Financial Institutions. SIPCOT and its objectives. MSME Sector and its coverage- Objectives of Ministry of MSME. Role and Functions of MICRO Small and Medium Enterprises - Development Organisation (MSME - DO) - Objectives of SIDCO - Functions of Tamil Nadu SIDCO - IRBI and its Role. NABARD and its role in the Rural Development of India - Introduction to Micro Units Development Refinance Agency (MUDRA).

UNIT III : Project Management

Business idea generation techniques - Identification of Business opportunities - Feasibility study - Marketing, Finance, Technology & Legal Formalities - Preparation of Project Report- Tools of Appraisal.

UNIT IV - Entrepreneurial Development Programmes

Entrepreneurial Development Programmes (EDP) - Role, relevance and achievements - Role of Government in organizing EDPs- Critical evaluation.

UNIT V - Economic development and Entrepreneurial growth

Role of Entrepreneur in Economic growth - Strategic approaches in the changing Economic scenario for small scale Entrepreneurs - Networking, Niche play, Geographic Concentration, Franchising / Dealership - Development of Women Entrepreneurship. Self-help groups and empowerment of Women in India - Financing SHG and their role in Micro-financing. Financial inclusion and its penetration in India, Challenges and Government role in Financial inclusion - Pradhan Mantri Jan- Dhan Yojana - Six Pillars of Its Mission objectives

OUTCOME:

1. To get new ideas for starting up new business
2. Able to create awareness about women entrepreneurs.
3. To know about how to prepare project report relating to business for getting financial support.

OBJECTIVES

1. To expose the students to the financial issues of determining the monetary resources, mix of these resources, the sources and use of funds, the benefits, risks and cost associated with different types of resources & financing.
2. To help students to apply financial management concept and tools to the financing decisions and dividend decision faced by the firm.
3. To provide the learner with in-depth understanding of the link between company decision making and the operation of capital markets.

UNIT I: Introduction

Meaning and Objectives of Financial Management – Functions of Financial Management. Finance - Sources of Financing-Role of Financial Manager in Financial Management-Financial Goals- Profit maximization Vs. Wealth maximization – Concept of Time Value of Money- Risk and Return.

UNIT II: Capital Structure and Cost of Capital

Capital Structure- Meaning- Capital Structure Theories-Definition - Cost of Equity Capital – Cost of Preference Capital – Cost of Debt – Cost of Retained Earnings – Weighted Average (or) Composite cost of capital (WACC) Capital Structure – Theories of Capital Structure - Leverage concept.

UNIT III: Dividend

Meaning – Dividend Policies – Factors affecting Dividend Payment – Provisions on Dividend Payment in Company Law – Dividend Models - Walter's Model - Gordon's Model - M. M. Model – Hypothesis Model.

UNIT IV: Working Capital

Working Capital - Meaning and importance – Factors Influencing Working Capital – Determining (or) Forecasting of Working Capital requirements – Working Capital Operating cycle-

UNIT V: Capital Budgeting

Capital Budgeting Process – Cash flow estimation- Payback period _ Accounting Rate of Return – Net Present Value (NPV) – Net Terminal Value - Internal Rate of Return – Profitability Index – Capital Budgeting under Risk- Certainty Equivalent Approach and Risk – Adjusted Discount Rate – Decision Tree Analysis.

OUTCOMES

1. To explain the concept of fundamental concepts especially sources of funds and time value of money.
2. To analyze the ways of raising capital and their respective advantages and disadvantages in different circumstances.
3. To demonstrate the financial risk and the relation to investment returns.

Elective Paper I INCOME TAX LAW AND PRACTICE-I No. of Credits: 5

OBJECTIVES

1. To educate the students on the basic concepts of the Income tax Act 1961.
2. To make the students know the residential status of Assessee and income exempted from tax.
3. To learn about the computation of income from salary and house property.
4. To educate the students about PAN, Transfer pricing and e-filing.

Unit I: Introduction

Meaning of Income - Features of Income Tax - Types - Important Definitions Under the Income Tax Act - Assessee - Types - Rates of Tax - Residential Status - Scope of Total Income - Incomes Exempt from tax.

Unit II : Income from Salary

Definition - Allowances - Valuation of perquisites - Deductions from Salary - Gratuity - Pension - Commutation of Pension - Leave Salary - Profits in lieu of Salary - Provident Funds - Deductions under Sec. 80.

Unit III : Income from House Property

Annual Value - Meaning and Computation - Deductions from Annual Value - Legal Provisions.

Unit IV : Profits and Gains from Business or Profession

Income from Business or Profession - Allowable expenses - Not allowable expenses - General deductions - Provisions relating to Depreciation - Deemed Business Profits - Undisclosed incomes - Investments - Compulsory maintenance of Books of accounts - Audit of Accounts of certain persons - Special provisions for Computing Incomes on estimated basis - Computation of Income from Business or Profession.

Unit V : e-filing & Submission of Returns

e-filing - Concept - Procedure - 26AS - TDS - Traces - Filing of Return - Various Returns - Permanent Account Number (PAN) - Usage of PAN - Concept of Transfer Pricing - Fundamentals.

OUTCOMES

1. The students aware with the computation of income from business and profession
2. To expose the students to the latest provisions of Income Tax Act.
3. The students acquire knowledge and skills relating to the Indian tax system as applicable to individuals

SEMESTER VI

Core Paper XVII - ADVANCED COST ACCOUNTING No of Credits : 4

OBJECTIVES

1. 1 To enhance the abilities of learners to develop the concept of Cost and Management Accounting and its significance in the business
2. 2 To enable the learners to understand, develop and apply the techniques of costing in the decision making in the corporate world.
3. To enable students to learn application of different methods of costing in Manufacturing and Service industries
4. To equip the students with knowledge and skill to design and implement Cost Control through Costing Techniques.

Unit I : Contract Costing

Definition - Features of Contract Costing - Calculation of Profit on Contracts - Cost plus Contract - Contract Costing Vs Job costing - Preparation of Contract A/c.

Unit II : Process Costing

Features of Process costing - Process Loss - Normal and Abnormal Loss - Abnormal Gain - Joint Products - By Products - Concept of Equivalent Production - Process Accounts - Process Losses & Gains.

Unit III : Operation Costing

Operating Costing - Meaning - Preparation of Operating Cost Sheet - Transport Costing - Power Supply Costing - Hospital Costing - Simple Problems.

Unit IV : Marginal Costing

Meaning - Features - Absorption Costing - Marginal Costing Vs Absorption Costing - Contribution - PV Ratio - Break Even Point - Key Factor - Margin of Safety - Preparation of Marginal Cost Statement.

Unit V : Standard Costing

Definition - Objectives - Advantages - Standard Cost and Estimated Cost - Installation of Standard Costing - Variance analysis - Material, Labour, Overhead and Sales Variances - Calculation of Variances.

1. OUTCOMES:

2. 1 After learning, the learners will be able understand the need and implementation of costing standards.

3. Learners will be able to implement costing techniques and take appropriate decision at right time.
4. Learners will be able to prepare various operating cost sheet for specific job works.
5. At the outset, the learners will be able to implement various cost control measures to reduce the cost of production.

Core Paper XVIII MANAGEMENT ACCOUNTING No of Credits: 4

OBJECTIVES

1. To introduce the contemporary management accounting concepts and techniques.
2. To enhance the abilities of learners to analyze the financial statements.
3. To make the students develop competence with their usage in managerial decision making and control.

Unit I : Introduction

Management Accounting - Meaning - Scope - Importance - Limitations - Management Accounting Vs Cost Accounting - Management Accounting Vs Financial Accounting.

Unit II : Financial Statement Analysis

Analysis and Interpretation of Financial Statements - Nature and Significance - Types of Financial Analysis - Tools of Analysis - Comparative Statements - Common size Statement - Trend Analysis.

Unit III : Ratio Analysis

Meaning - Advantages - Limitations - Types of Ratios - Liquidity Ratios - Profitability Ratios - Turnover Ratios - Capital Structure Ratios - Leverage Ratios - Calculation of Ratios.

Unit IV : Cash Flow Analysis & Marginal Costing

Meaning of Cash Flow Statements - Advantages - Limitations - Preparation of Cash Flow Statement - Types of Cash flows - Operating, Financing and Investing Cash flows.

Application of Marginal Costing in Decision Making - Make or Buy - Shutdown or Continue
- Exploring New Markets.

Unit V : Budgetary Control & Capital Budgeting Control.

Budgetary Control - Meaning - Preparation of various Budgets - Cash Budget - Flexible Budget - Production Budget - Sales Budget. Capital Expenditure Control - Meaning of Capital Budgeting - Assessment of Capital Expenditure through Pay Back Method, Net Present Value Method and Accounting Rate of Return Method.

OUTCOMES

1. To explain the application of management accounting and the various tools used.
2. To analyze the financial statement using various ratios.
3. To prepare different budgets, fund flow and cash flow statement for the business and apply the techniques in decision making.

Core Paper XIX - BUSINESS ENVIRONMENT No of Credits : 4

OBJECTIVES:

1. To know the different environments which could affect Business
2. To know about the latest industrial policies of the Government.
3. To understand about the financial policies of the Government

UNIT I : Introduction

The Concept of Business Environment - Its Nature and Significance - Brief overview of Political, Cultural, Legal, Economic, Social and Global Environments and their impact on Business and Strategic Decisions.

UNIT II : Political Environment

Meaning - Government and Business Relationship in India - Provisions of Indian Constitution pertaining to Business.

UNIT III : Social Environment

Meaning - Cultural heritage - Social attitudes - impact of foreign culture - Castes and Communities - Joint family systems - Linguistic and Religious groups - Types of Social Organization - Social Responsibilities of Business.

UNIT IV : Economic Environment

Economic Systems and their impact on Business - Macro Economic parameters like GDP, Growth Rate Population - Urbanisation. Fiscal Deficit - Plan investment - Per Capita income and their impact on Business decisions - Five Year Planning

UNIT V : Global Environment

Factors Determining Global Environment - Forex Environment - Financial Environment. Financial System - Commercial Banks - Financial Institutions - RBI - Monetary Policy- Stock Exchange - IDBI - Non-Banking Financial Companies (NBFCs).

OUTCOME:

1. To develop ideas in case of starting of new business
2. To understand about the latest environmental scenario.
3. To know about the threats, challenges and strength in doing business
4. The know about role of private sectors in industrial development
5. To understand about the micro and macro factors that would affect business

INCOME TAX LAW AND PRACTICE - II No of Credits: 5

OBJECTIVES

1. Explains the rule applicable to clubbing and aggregation of income and identify the order of set off losses
2. Explains computation of total income of individuals under five heads of income using various deductions and exemptions.
3. To identify the Tax Planning and Assessment Procedures for Individuals.

SYLLABUS

UNIT I : Income from Capital Gain Capital Gain –

Meaning - Short term and Long term Capital Gains - Certain Transactions not included as transfer - Cost of Acquisition - Cost of Improvement - Indexation - Capital Gain under different circumstances - Exempted Capital Gains - Computation of Capital Gains.

UNIT II : Income from other sources

Computation - Grossing up - Deductions in Computing Income under the head and other related provisions.

UNIT III : Clubbing of Incomes and Set off / Carry forward and Set - Off of losses

Clubbing of Incomes under various situations - Deemed Incomes - Simple Problems on clubbing of incomes - Set off - Carry forward and set off of losses.

UNIT IV : Deductions from Gross Income

Permissible Deductions from Gross Total Income - Sec. 80C, 80CCC, 80CCCD, 80 D, 80DD, 80DDB, 80E, 80G, 80GG, 80GGA, 80QQB, 80RRB, 80U. Assessment of Individual- Computation of Tax.

UNIT V : Income Tax Authorities and Procedure of Assessment I

Income Tax Authorities - Powers of the Central Board of Direct Taxes (CBDT), Commissioners of Income Tax and Income Tax officers. Assessment Procedures - Self

Assessment - Best Judgement Assessment - Income Escaping Assessment (Re assessment) - Advance Payment of Tax - Meaning and Due dates.

OUTCOMES

1. The students will know the computation of capital gain and income from other sources.
2. To know about the aggregation of income and deduction u/s 80C to 80U
3. Students aware about the income tax authorities and their powers and duties.
4. The students understand about the assessment procedures, TDS and advance payment of tax.

Elective Paper III HUMAN RESOURCE MANAGEMENT No of Credits: 4

OBJECTIVES

1. To facilitate the students to know about the importance of Human Resources.
2. To make the students to understand the various aspects of the Human Resources Management.
3. To study about the various labour problems faced in an organization.
4. To study about HR audit and accounting.

UNIT I: Introduction

Nature and Scope of Human Resources Management - Differences between Personnel Management and HRM - Environment of HRM - Human Resource Planning - Recruitment-Selection - Methods of Selection - Uses of various Tests –Interview techniques in Selection and Placement.

UNIT II: Training

Meaning - Induction - Methods - Techniques - Identification of the Training needs - Training and Development - Performance appraisal -Transfer - Promotion and Termination of services - Career Development.

UNIT III: Compensation

Cost to Company - CTC Fixed and Flexible Pay - Components - Incentives - Benefits
Motivation - Welfare and Social Security Measures.

UNIT IV: Labour Relation

Need - Functions of Trade Unions - Forms of Collective bargaining - Workers
Participation in management - Types and effectiveness. Industrial Disputes and Settlements
(laws excluded).

UNIT V: Human Resource Audit

Human Resource Audit - Nature - Benefits - Scope – Approaches

OUTCOME:

1. Students will be able to understand the basic concepts, functions and functioning of Human resource department of the organisations
2. Students will be acquainted with the the development, implementation, and evaluation of employee recruitment, selection, and retention.
3. Students will be able to analyse the key issues related to administering the human elements such as motivation, compensation, appraisal, career planning, and training
4. Students will be familiar about the effectiveness of Trade Unions
5. Students will have practical exposure to the Accounting & Auditing in Human Resource

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