

S1 BCom

Subject: Environmental Studies

Subject Code: CO 1141

Programme Outcomes : To develop knowledge and understanding of the environment and enable the students to contribute towards maintaining and improving the quality of the environment

Specific Outcomes : To develop a world in which persons are aware of and concerned about environment and the problems associated with it, and committed to work individually as well as collectively towards solutions of current problems and prevention of future problems.

Course Outcomes: 1. To enable the students to acquire basic ideas about environment and emerging issues about environmental problems.

2. To give awareness about the need and importance of environmental protection

Syllabus

Module I: Environmental studies – meaning – scope – importance

Module II: Ecology and Ecosystems, Biodiversity and its Conservation, and Natural resources
meaning of ecology – structure and function of an ecosystem – producers – consumers – decomposers – energy flow in the ecosystem – ecological succession- food chain – food webs and ecological pyramids . Ecosystem – concept- types of ecosystems – structure and functions of forest ecosystem, grass land ecosystem- desert ecosystem, aquatic ecosystem. Biodiversity and its conservation- introduction- definition- genetic, species and ecosystem diversity- value of biodiversity – biodiversity at global, national and local levels – India as a mega-diversity nation – hot-spots of diversity – threats to diversity – conservation of diversity in situ, ex-citu. Natural resources- features- air resources, forest resources, water resources, mineral resources, food resources- energy resources, land resources- over exploitation of natural resources- consequences- conservation of natural resources- role of an individual in conservation of natural resources

Module III: Industry and environment - pollution – environmental pollution – soil pollution – air pollution – water pollution – thermal pollution – noise pollution – causes, effect and control measures – waste management – waste minimisation through cleaner technologies – reuse and recycling - solid waste management.

Module IV: Social issues and environment – Unsustainable to sustainable development – urban problems related to energy - water conservation - water harvesting - resettlement and rehabilitation of people- environment ethics-waste land reclamation-consumerism and waste products. Module V: Human Population and environment – population growth – variation among nations – population

explosion – environment and human health – human rights – value education Women and child welfare.

Subject : Methodology and Perspectives of Business Education

Subject Code :CO 1121

Programme Outcomes: To provide the methodology for pursuing the teaching learning process with a perspective of higher learning in business education.

Specific Outcomes :To Developing the analytic and evaluating skills when it comes to making business-related decisions.

Course Outcomes: 1. To create a basic awareness about the business environment and the role of business in economic development.

2. To provide a holistic, comprehensive and integrated perspective to business education.

3. To give a fundamental understanding about ethical practices in business.

Syllabus

Module I: - Meaning of business information- learning business information - methods and techniques of collecting and learning business information- business linkages between business and different economic systems- meaning of economic systems - their functioning - different economic systems and their features - capitalism, socialism, communism and mixed economy. Different forms of business organizations - individual and organized, family and corporate, business for profit and business not for profit. Business entities - Individual, partnerships, co-operatives, trusts, undivided families, joint stock companies, Joint ventures –MNCs. (Basic concepts only)

Module II: - Economic sectors of the Economy: An Overview – primary sector, secondary sector, tertiary sector - business examples in different sectors. Emerging areas in Service sector- Tourism, IT, Healthcare, KPO, BPO, Event Management etc. (A brief study only)

Module III: - Business – objectives -economic - social. Establishing business - steps - environmental analysis: legal, physical, financial, social, economic, technical etc. - idea generation- mobilization of financial resources – sources- savings –loans and advances – shares. Role of entrepreneur. Payment to government – taxes, direct and indirect.(a brief study only) Economic development- meaning, measures of economic development- role of business in economic development - company, industry and economy interrelationship. Role of business (public sector and private sector) in economic development. New Economic Policy - Liberalization, Privatization and Globalization - merits and demerits. Managerialism- features. Infrastructure for industrialization and economic growth of an economy.

Module IV: - Trained manpower for quality enhancement- role of trained manpower for quality at individual level, family level, organizational level and national level - Human Capital Management - concept, importance and benefits. Quality of life and Quality of Work Life - Quality circle. Management problems in small, medium and large organizations. Use of technology in business (a brief study only). Business ethics - concept, need and importance. Social ethics, social responsibility and social service – role of NCC and NSS in promoting social values among students. (a brief study only)

Module V: - Individual and team presentations by observation, reading techniques - listening to lectures, note taking- seminars and workshops - conferences and symposiums, field studies, case studies and project reports (a brief study only)

S2 B.Com

Subject: Informatics and Cyber Laws

Subject Code : CO 1221

Programme Outcome : To update and expand informatics skills and attitudes relevant to the emerging knowledge society and to equip the students to effectively utilise the digital knowledge resources.

Specific Outcome : to help students to develop the computing skills needed to prevent attacks and protect people's data and privacy

Course Outcome : 1. To review the basic concepts and fundamental knowledge in the field of informatics and to create an awareness about the nature of the emerging digital knowledge society and the impact of informatics on business decisions.

2. To create an awareness about the cyber world and cyber regulations.

Syllabus

Module I: Overview of Informatics- meaning, feature and importance - Computer networks and Internet, wireless technology, cellular wireless networks, introduction to mobile phone technology, Purchase of technology, license, guarantee and warranty. New development in informatics.

Module II: Knowledge Skills for Higher Education- Data, information and knowledge, knowledge management, Internet access methods –Dial-up, DSL, Cable, ISDN, Wi-Fi. Internet as a knowledge repository, academic search techniques, creating cyber presence. Academic websites, open access initiatives, open access publishing models, introduction to the use of IT in teaching and learning - Educational softwares, Academic services – INFLIBNET, NICNET, BRNET.

Module III: Social Informatics- IT and Society– issues and concerns– digital divide, IT and development, IT for national integration, overview of IT application in medicine, healthcare,

business, commerce, industry, defence, law, crime detection, publishing, communication, resource management, weather forecasting, education, film and media, IT in service of disabled, Futuristic IT – artificial intelligence, Virtual reality, bio- computing. Health issues – guidelines for proper usage of computers, internet and mobile phones. E-wastes and green computing, impact of IT on language and culture - localization issues

Module IV: CYBER WORLD - Cyber space, information overload, cyber ethics, cyber addictions, Digital Signatures and Digital Certificates – authentication of electronic records- IT Act 2000– electronic contracts – electronic evidences (an overview)

Module V: CYBER CRIMES – Nature and scope of cybercrimes, - cyber offences under IT Act, Cyber Terrorism, Types of Cybercrimes.

Subject: Business Regulatory Framework

Subject Code : CO1242

Programme Outcome : To acquaint the students with the legal framework influencing business decisions and operations

Specific Outcome : To acquaint students with the basic concepts, terms & provisions of Mercantile and **Business** Laws and to develop the awareness among the students regarding these laws affecting **business**, trade and commerce.

Course Outcome : 1. To provide a brief idea about the framework of Indian business Laws.
2. To enable the students to apply the provisions of business laws in business activities.

Syllabus

Module 1: Introduction to law- Meaning of law- definition of law – importance of law- branches of law –sources of law- mercantile law- importance- sources- other business regulations – statutory and professional- objectives(basic study only)

Module 2: Law of contracts- The Indian Contract Act 1872- definition of contract – law of contracts- nature of contracts- classification- essential elements of a contract- offer and acceptance – considerations- capacity of parties- coercion- undue influence, fraud, mistake, misrepresentation, free consent legality of object and considerations- performance of contract- discharge of contract- breach of contract- remedies for breach of contract.

Module 3: Special contracts- Bailment and pledge- bailment definition- essential elements- rights and duties of bailor and bailee – finder of lost goods. Pledge - essentials- rights and duties of Pawner and Pawnee. Indemnity and guarantee- indemnity –definition- nature of liability of surety,

rights of surety, discharge of surety. Meaning and definition of guarantee. Law of agency – essentials, kinds of agents- rights and duties agent and principal - creation of agency, termination of agency contract.

Module 4: Sale of Goods Act 1930-meaning of contract of sale- formation of contract of sale – Goods and their classification- condition and warranties- transfer of property in goods- performance of contract of sale- unpaid seller and his rights.

Module 5: Regulatory authorities - salient features and functions, IRDA, TRAI, Intellectual Property Rights - meaning – patent rights- trademarks- copy rights-plagiarism. Right to Information Act, 2005- objects of the Act- information to be disclosed by public authorities- exemption from disclosure of information- request for obtaining information- Central Information Commission- State Information Commission- powers and functions of Information Commission.

S3BCom

Subject: Entrepreneurship Development

Subject Code: CO 1341

Programme Outcome : To equip the students to have a practical insight for becoming an entrepreneur.

Specific Outcome :

Course Outcome : 1. To familiarize the students with the latest programmes of Government in promoting small and medium industries.

2. To impart knowledge regarding starting of new ventures.

Syllabus

Module I: Entrepreneurial Competencies:- Entrepreneurship - concept-Entrepreneurship as a career-Entrepreneurial Personality-characteristics of a successful entrepreneur- qualities and skills of successful entrepreneur-classification of entrepreneur-Entrepreneurial Functions-factors affecting entrepreneurial growth- women entrepreneurs- problems.

Module II: Entrepreneurial Environment: - Business Environment-Role of family and Society-Entrepreneurship Development - Training and other Support Organizational Services- phases of EDP -Central and State Govt Industrial Policies and Regulations-MSME Act 2006

Module III:Business Plan And Feasibility Study: - Sources of Project Idea-Feasibility Study-Criteria for Selection of Project-techniques for Project appraisal-preparation of Feasibility Report- Profile Preparation -matching Entrepreneur with the Project-Feasibility Report Preparation and Evaluation Criteria-factors affecting Project Development.

Module IV:Project Report Preparation: - Project Report-Requirements of a good report- General Principles of a Good Report-Performance of a Project Report

Module V:Launching of Small Business: - Finance and Human Resource Mobilization- Operations Planning-Market and Channel Selection-Growth Strategies-Product Launching-Incubation, Venture Capital, startups-Techno parks-Industrial Estates-Incentives-Institutional Support Subsidies-DICSIDBI-SISI-KVIC-NIESBUD-Singlewindow - Margin Money-Seed Capital-Registration- Industrial Sickness - Causes and Prevention - Rehabilitation - Effective Management of Small Business.

Subject :Advanced Financial Accounting

Subject Code :CO 1342

Programme Outcome:To equip the students with the preparation of accounts of various business areas.

Specific Outcome :To develop the ability to identify and evaluate accounting problems and arrive at reasoned conclusions.

Course Outcome :1. To create awareness of accounts related to dissolution of partnership firms.

2. To acquaint students with the system of accounting for different branches and departments.

3. To enable students to prepare accounts of consignments.

Syllabus

Module 1: Partnership Accounts – Introduction- features- Dissolution of Partnership Firm- preparation of Realisation Accounts and Capital Accounts- insolvency of a partner- application of the decision in Garner vs. Murray- insolvency of all partners – Piece - meal Distribution-Dissolution of Limited Liability Partnerships.

Module 2: Accounting for consignment- meaning – terms- used in consignment accounting – difference between consignment and sales. Accounting treatment in the books of the consignor and consignee- cost price method and invoice price method – valuation and treatment of unsold stock- loss of stock- normal and abnormal- loss in transit.

Module 3: Joint venture: Meaning- features- difference between joint venture and partnership – joint venture and consignment- Accounting treatment when one of the ventures is appointed to

manage the venture- When separate set of books are not maintained for recording joint venture transaction- when separate set of books are kept for the venture – when memorandum method is followed.

Module 4: Branch Accounts- meaning, features and types of branch accounting- accounting for the branches not keeping full system of accounts- Debtors system, Stock and Debtors system, final accounts – wholesale branch- accounting for branches keeping full system of accounts- adjustment for depreciation of fixed assets, expenses met by Head office for the branch and reconciliation- incorporation of branch Trial Balance in the Head Office books.

Module 5: Departmental Accounting- meaning - features- advantages- objectives- methods of departmental accounts- allocation and apportionment of departmental expenses- difference between departmental accounts and branch accounts- inter departmental transfers- preparation of departmental trading and profit and loss account.

Semester – IV

Subject : INDIAN FINANCIAL MARKET

Subject code: Core Course VIII CO 1441

Program Outcome :

To provide an in-depth knowledge on Financial Market and its Operations

To provide a clear-cut idea about the functioning of Indian Financial Market in general and Capital market operations in particular.

Specific Outcome: To provide a clear-cut idea about the functioning of Indian Financial Market in general and Capital market operations in particular.

Course Outcome:

Module 1: Financial System in India- Financial System-meaning-components-Financial market –meaning – structure of financial market–Capital market - Meaning -Instruments-IDR,ADR,GDR–Classification – Primary and secondary – Structure – Industrial securities market – Govt. Securitiesmarket – Market for mortgages. Money market-meaning, instruments- features- present scenario. (12hours)

Module 2: Primary Market - Methods of floatation of capital – Public issue – IPO – FPO -Procedure of public issue – Book building process – Fixed price issue Vs Book building- Green shoe-option-ASBA – Private placement- Role of intermediaries -present scenario (10 hours)

Module 3: Secondary Market and Auxiliary institutions - Functions of stock exchange – Securities traded in the stock exchange –Dematerialization of securities — Major stock exchanges in India – BSE_ NSE – Listing – Trading procedure – Online trading — Clearing and settlement – Rolling settlement – Investment Vs Speculation- types of speculators – Role of intermediaries- Unfair trade practices in the stockexchange – Membership in stock exchange - stock market indiceslarge,medium,small,sectorial – Price quotes,

Effective return, Real return, Yield, YTM, Annualized return, EPS, PE Ratio and Market capitalization .
Depositories- Rating agencies- Current scenario of Indian stock market - (25 hours)

Module 4: – Derivatives - Meaning - Types of derivatives – Commodity vs financial derivatives Forwards – Futures – Options – SWAPS- Trading mechanism (15 hours)

Module 5: – Regulatory framework of financial market- Securities Contract (Regulation) Act (Basics only) - Role and functions of SEBI – regulatory functions – developmental functions – Investor protection fund – purpose – operation, FEMA(relevant provisions only) (10hours)

Recommended practical

1. Collect and compile the data of capital raised by the Indian companies from the primary market during the last three years, document the related papers of any one of the company and present the relevant details in a table format
2. Compile and compare Nifty/Sensex for last two years with any one of the constituent stock on monthly average price basis, find out standard deviation or variance and plot it on a graph.

Books Recommended:

1. Khan M.Y. Indian Financial System Tata McGraw Hill Publishing Co. Ltd., New Delhi
2. Dr S Guruswamy, Merchant Banking and Financial services, Tata McGraw-Hill Publishing Co.Ltd.New Delhi.
3. PreethiSingh .Dynamics of Indian Financial System, Ane Books Pvt. Ltd., New Delhi.
4. Sojikumar.K and Alex Mathew .Indian Financial System and Markets, Tata McGraw-Hill Publishing Co.Ltd., New Delhi.
5. Kevin S .Security Analysis and Portfolio Management ,PHI, New Delhi
6. Bharathi V. Pathak .Indian Financial System , Pearson Education,Noida.
7. Gupta S. L. Financial derivatives Theory, Concepts and Problems, Prentice hall of indiaPvt.Ltd.

Subject: BANKING AND INSURANCE

Subject Code: Core Course IX CO1442

Program Outcome:

To expose the students to the changing scenario of Indian banking and Insurance.

To provide a basic knowledge about the theory and practice of banking

To provide a basic understanding of Insurance business.

To familiarize the students with the changing scenario of Indian Banking and Insurance.

Specific Outcome: To familiarize the students with the changing scenario of Indian Banking and Insurance.

Course Outcome:

Module I: Banking- functions -Liquidity management- credit creation- Banking and non- banking functions- CORE bank solutions- Retail bank product and services-Mergers in banking- Central bank system-Central banks in different countries - Role of RBI- General policies of RBI. (15hrs)

Module II: Banking Practice: Banker – customer – Definition as per Banking Regulation- – Relationship between banker and customer – General and special relationship – Negotiable instruments – differences between transferability and negotiability- Asset liability management–

opening and operation of accounts by special types of customers – minor, married woman, firms, company. (20 hrs)

Module III: Innovations and Reforms in Banking:– E-banking - ECS - EFT – RTGS-NEFT-SWIFT Unified payment interface -Mobile Banking – Shift from plastic money - Apps based banking - Internet banking- Digital banking-, virtual banking- small banking- Post office banking- green banking- Recovery of Debts due to Banks and Financial Institutions Act, 1993 (DRT Act), SARFAESI, Payment & Settlements Act, 2007, Banking Ombudsman. Basel reforms- Capital adequacy norms- NPA management- Demonetization.(20 hrs)

Module IV: Introduction to Insurance: Meaning of risk-Classification of risk-features of insurable risk- Meaning and functions of Insurance-Importance of Insurance - classification of insurance business in India- Life – General - fire, accident, asset, medical, home, commercial travel, rural, and marine -Underwriting- meaning-procedure of life Insurance and Non-Life Insurance-Insurance premium-Insurance documents.(20 hrs)

Module V: Insurance Claims and regulations-Meaning-Importance-types of claims-Procedure of settlement of Life Insurance claims and Non-Life Insurance claim-Privatization of insurance industry-FDI in insurance – Bancassurance - IRDA regulations (15 hrs)

Recommended Practical

1. Collect application forms for opening Account in banks and make a presentation in class.
2. Study the Internet banking and,Mobile banking procedure and document it.
3. Collect cheques with different types of crossing and examine the differences.
4. Collect model Insurance Policy documents- Life/ Generaland identify different conditions and implications.

Books Recommended:

1. Sundaram K.P.M and Varshney P.N. Banking Theory Law and Practice, Sultan Chand & Sons, New Delhi.
2. MaheswariS.N .Banking Theory Law and Practice, Kalyani Publishers New Delhi.

3. Sekhar K.C. Banking Theory Law and Practice, Vikas Publishing House, New Delhi.
4. Gordon E. and Natarajan K. Banking Theory Law and Practice, Himalaya Publishing House, Mumbai.
5. Lall Nigam B.M. Banking Law and Practice, Konark Publishers Pvt. Ltd., New Delhi.
6. Radhaswami M. Practical Banking, Sultan Chand & Sons, New Delhi.
7. Dekock .Central Banking, Crosby Lockwood Staples, London.
8. O P Agarwal, Principles and practice of insurance.
9. M N Mishra, and S B Mishra :Insurance Principles and Practice, , S. Chand Publishers.

Semester V

Subject: FUNDAMENTALS OF INCOME TAX

Subject Code: Core Course XI CO – 1541

Program Outcome:

To impart basic knowledge and understanding of the concepts and practices of Income Tax law in India.

To familiarize the students about the fundamental concepts of Income Tax.

To enable the students to acquire the basic skills required to compute the tax liability of individual assessee with more emphasis on Income from Salaries and Income from House property.

Specific Outcome: To familiarize the students about the fundamental concepts of Income Tax.

Course Outcome:

Module I : Introduction- Income Tax Act- Basic Concepts and Definitions of Income Tax Act Assessment Year- Previous Year - Person – Assessee- Income- Gross Total Income- Total Income Casual Income- Rates of Tax applicable to the Individual Assessee – Maximum Marginal Rate Residence of Assessee (Theory only)– Scope of Total Income on the basis of Residence or Incidence of Tax (Theory only)- Exempted Incomes- Different heads or sources of Incomes.(10 Hrs)

Module II: Income from Salaries – Meaning and definition- Allowances- Perquisites- Profits-in-lieu of Salary- Provident fund – Deductions from Salary- Computation of Income from Salaries (excluding Retirement Benefits) . (15Hrs)

Module III: Income from House Property – Basis of Charge- Exemptions- Annual Value – Deductions from Annual Value- Computation of Income from House property.(10 Hrs)

Module IV: Other heads of Income- Profits and Gains of Business or Profession Chargeability Deductions Expressly Allowed- Expenses expressly disallowed- Expenses not deductible in certain circumstances–

Deductions allowable only on actual payments–Profits taxable–Maintenance of accounts–Audit of Accounts–Computation of Income from Business or Profession (Simple Illustrations)–Capital Gains-Basis of Charge–Capital Assets- Kinds of Capital Assets- Capital Gains exempt from tax- Computation of Capital Gains (theory and Simple Illustrations)- Income from Other Sources–Incomes Chargeable under the head–Kinds of Securities- Bond Washing Transactions–Deductions Allowable–Disallowed Expenses–Computation of Income from Other Sources .(25 Hrs)

Module V : Computation of Tax Liability of Individual Assessee – Clubbing of Incomes and Aggregation of Incomes (theory only)- Set off and Carry forward of Losses (theory only) – Computation of Gross Total Income – Deductions from Gross Total Income (Deductions applicable to individual assessee only - 80 C, 80CCC, 80 CCD, 80 D, 80 DD, 80 DDB, 80 E, 80 G, 80 GG, 80 GGA, 80 QQB, 80 RRB, 80 TTA, and 80 U)- Rebate and Relief of Tax – Securities Transaction Tax Computation of Total Income and Tax Liability of Individuals . (30 Hrs)

Recommended Practical:

1. Identify 20 -25 households and examine and document the residential status of members.
2. Identify any 10 - 15 employees in a locality who are enjoying perquisites and make valuation of the perquisites.
3. Identify any 5 -10 individual assessee and compute their tax liability.
4. Examine how Income Tax Returns can be filed electronically and e- file 5-10 returns.

Books Recommended:

1. Mehrotra H. C and Goyal S.P.; Income Tax Law and Practices, Sahitya Bhavan Publications, Agra.
2. Vinod K. Singhania and Kapil Singhania; Direct Taxes- Law and Practice, Taxman Publications, Agra.
3. Gaur VP and Narang DB ; Income Tax Law and Practice, Kalyani Publications , New Delhi
4. Lal BB: Income Tax Law and Practice ;Konark Publications Pvt Limited, New Delhi

Subject : COST ACCOUNTING

Subject Code : Core Course XII CO 1542

Program Outcome:

To impart knowledge of cost accounting system and acquaint the students with the measures of cost control.

To familiarize the students with cost and cost accounting concepts

To make the students learn cost accounting as a distinct stream of accounting

Specific Outcome: To familiarize the students with cost and cost accounting concepts

Course Outcome:

MODULE I: Introduction to Cost Accounting—Meaning and definition—cost concepts—cost centre, cost unit, profit centre, cost control, cost reduction—objectives—Distinction between financial accounting and cost accounting—Methods and Techniques of costing—Advantages of Cost Accounting—Limitations of Cost Accounting—Installation of Costing System—Cost Accounting Standards (CAS 1-19 an overview) (12 Hours)

MODULE II: Accounting and control of material cost—Documentary design—EOQ—Levels of inventory - Methods of pricing issue of materials—ABC VED and FSN analyses—JIT System— Perpetual Inventory Control System-Periodical inventory System—Continuous Stock taking— Materials Losses and accounting treatment—Primary and Secondary packing materials and their accounting treatment. (20 Hours)

MODULE III: Accounting and control of labour cost—Time keeping—Time booking—Systems of Wage Payment—Incentive plans—Idle time—Overtime and their accounting treatment—Labour turnover— Concept of learning curve. (20 Hours)

MODULE IV: Accounting for overheads—Classification—Departmentalization (Allocation and Apportionment)—Absorption—Determination of overhead rates—under/over absorption— Accounting treatment—Allocation of overheads under Activity Based Costing. (20 Hours)

MODULE V: Cost Accounting records—Integral and non-integral Systems—Preparation and presentation of cost sheets—Unit Costing—Tender-Quotations—Reconciliation of Cost and Financial Accounts. (18 Hours)

Recommended structure for preparing Question Paper: Theory-40% Problems—60%

Recommended Practicals:

1. Prepare a list of activities those come across daily, wherein cost accounting applications can be made.
2. Prepare cost sheets in respect of milk production, farming activities, hospitals nearby, margin free shops and small and tiny enterprises in any region.
3. Analyse and present consumption of various materials in the household and explore the possibility of applying inventory control techniques.
4. Prepare comparative cost sheets of products we regularly consume by using published annual accounts.

Books Recommended:

1. SP Jain and KL Narang—Advanced Cost Accounting, Kalyani Publishers New Delhi
2. NK Prasad-Advanced Cost Accounting, Book Syndicate Pvt. Ltd. Kolkata
3. MY Khan and PK Jain-Advanced Cost Accounting, Tata McGraw Hill
4. Thulsian PC-Practical Costing, Vikas Publishing House, New Delhi
5. MN Arora, Principles and Practice of Cost Accounting Vikas Publishing House, New Delhi
6. BM Nigam and Jain K Cost Accounting PHI, New Delhi

7. SN Maheswari-Cost and Management Accounting, Sultan Chand & Sons, New Delhi

Semester VI

Subject: AUDITING

Subject Code: Core Course XIV CO 1641

Program Outcome:

To acquaint the students with the principles and practice of auditing

To provide students the knowledge of auditing principles, procedures and techniques in accordance with current legal requirements and professional standards.

To familiarize students with the audit of Companies and the liabilities of the auditor.

Specific Outcome: To acquaint the students with the principles and practice of auditing

Course Outcome:

Module 1: Introduction – Meaning- definition- objectives, accounting ethics and auditing – Auditing and Assurance Standards- concept of auditor's independence – concept of true and fair value–types of audit– statutory audit– internal audit– continuous audit– final audit – cost audit – management audit – tax audit – government audit – performance audit – social audit. (15 Hrs)

Module 2: Audit Process, Documentation and Internal Check – Preparation before audit –Audit Programme – audit process -audit note book – audit working papers – audit files – internal control –internal check – duties of auditors as regards cash transactions, purchases, sales, wages and stores. (15Hrs)

Module 3: Vouching and Verification - Vouching – meaning – importance – vouchers – requirements of a voucher – verification meaning – difference between vouching and verification – principles –valuation of assets – Difference between verification and valuation -verification of assets and liabilities – precautions. (15 Hrs)

Module 4: Auditors of Joint Stock Companies. As per Provisions in the Companies Act 2013 - Auditor's qualifications – disqualifications – appointment – remuneration – removal –status -Removal of an auditor – powers, duties and liabilities of auditor with relevant legal judgments. Audit Report–types.(17Hrs)

Module 5: Investigation - Meaning – investigation vs. auditing – types of investigation – investigation on acquisition of running business – investigation when fraud is suspected.(10 Hrs)

Recommended Practical

1) Prepare a Model Audit Programme.

- 2) Collect vouchers of different kinds of transactions. Examine whether they have all the essential requisites of a valid voucher. Prepare a record with the documents collected.
- 3) Prepare a report of legal judgements relating to liability of auditors with reference to recent cases in India as well as in the global context.

Books Recommended

1. Bhatia RC. Auditing, Vikas Publishing House , New Delhi
2. JagadeeshPrakash. Auditing:Priciples and Practices, Chaithanya Publishing House, Allahabad
3. Kamal Gupta.ContemperoryAuditing,TataMcGraw Hill Publishing Co, New Delhi.
4. Saxena and Saravanavel. Practical Auditing, Himalaya Publishing Co, Mumbai.
5. Sharma R. Auditing, LakshmiNarainAgarwal, Agra.
6. Tandon B.N. Practical Auditing, S Chand&Co Ltd, New Delhi

Subject: APPLIED COSTING

Subject Code: Core Course XV CO 1642

Program Outcome:

To develop the skill required for the application of the methods and techniques of costing in managerial decisions.

To acquaint the students with different methods and techniques of costing.

To enable the students to apply the costing methods and techniques in different types of industries.

Specific Outcome: To acquaint the students with different methods and techniques of costing.

Course Outcome:

MODULE I: Specific Order Costing - Job Costing – Meaning - Accounting procedure – Batch Costing - Meaning and accounting procedure - Economic Batch Quantity - Contract Costing – Meaning - Determination of profit or loss on Contracts - Cost plus contracts - Escalation Clause - Sub-contracts.(18 Hrs)

MODULE II: Process Costing – Features - Treatment of Process losses and abnormal gain – Joint products and by – products - Methods of apportioning joint costs - Equivalent Production. (20 Hrs)

MODULE III: Service Costing—Meaning—Features—Composite Cost Unit—Service Costing applied on Transport—Hospital—Power House—Canteen. (15 Hrs)

MODULE IV: Marginal Costing-Meaning-Difference between marginal costing and absorption costing - Break Even Analysis - Cost Volume Profit Analysis - Decision making-Key factor- Make or buy—Product/Sales mix decisions—Pricing decisions—Capacity determination.(25 Hrs)

MODULE V: Standard Costing—Meaning—Difference between standard cost and estimated cost—Historical costing Vs standard costing—Constituents of standard cost—Analysis of Variance (Materials only – quantity, price, cost, mix and yield) (12 Hrs)

Recommended structure for preparing Question Paper: Theory - 30% Problems 70%

Recommended Practicals:

1. Visit a coconut oil mill or similar process industries to have real feel of process industries and prepare process cost accounts using actual data.
2. Visit passenger transport or goods transport utilities and analyse their cost structure.
3. Visit construction sites and study the pattern of contracting, subcontracting, etc and prepare contract accounts from actual figures.

Books Recommended:

1. Jain SP and Narang K.L.—Advanced Cost Accounting, Kalyani Publishers New Delhi.
2. Prasad N. K., Advanced Cost Accounting, Book Syndicate Pvt. Ltd. Kolkata.
3. Khan M.Y and Jain P.K., Advanced Cost Accounting, Tata McGraw Hill.
4. Thulsian P.C., Practical Costing, Vikas Publishing House, New Delhi.
5. Arora M.N., Principles and Practice of Cost Accounting, Vikas Publishing House, New Delhi.
6. Nigam B.M and Jain K., Cost Accounting PHI, New Delh.
7. Maheswari S.N., Cost and Management Accounting, Sultan Chand & Sons, New Delhi.