



**Janardan Bhagat Shikshan Prasarak Sanstha's  
CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE,  
NEW PANVEL (AUTONOMOUS)**

**Re-accredited 'A+' Grade by NAAC  
'College with Potential for Excellence' Status Awarded by UGC  
'Best College Award' by University of Mumbai**

**Department of Accounting & Finance  
Board of Studies in Accounting & Finance**

**Program: B.Com. Accounting & Finance  
Revised Syllabus of F.Y.B.Com. Accounting & Finance  
Choice Based Credit & Grading System (60:40)  
w.e.f. Academic Year 2019-20**

<b>Sr. No.</b>	<b>Heading</b>	<b>Particulars</b>
1	Title of Programme	B.Com. Accounting & Finance
2	Eligibility for Admission	12 <sup>th</sup> Commerce of all recognised Board
3	Passing marks	40%
4	Ordinances/Regulations (if any)	
5	No. of Semesters	Six
6	Level	U.G.
7	Pattern	Semester (60:40)
8	Status	Revised
9	To be implemented from Academic year	2019-2020

**Choice Based Credit Grading and Semester System (CBCGS)**  
**F.Y.B. Com. Accounting & Finance Syllabus**  
**To be implemented from the Academic year 2019-2020**

**Course Structure**

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
<b>1</b>	<b>Elective Courses (EC)</b>		<b>1</b>	<b>Elective Courses (EC)</b>	
1	Financial Accounting (Elements of Financial Accounting) - I	<b>03</b>	1	Financial Accounting (Special Accounting Areas) - II	<b>03</b>
2	Cost Accounting (Introduction and Element of cost) - I	<b>03</b>	2	Auditing (Introduction and Planning) - I	<b>03</b>
3	Financial Management (Introduction to Financial Management) - I	<b>03</b>	3	Innovative Financial Services	<b>03</b>
<b>2</b>	<b>Ability Enhancement Courses (AEC)</b>		<b>2</b>	<b>Ability Enhancement Courses (AEC)</b>	
<b>2A</b>	<b>Ability Enhancement Compulsory Course (AECC)</b>		<b>2A</b>	<b>Ability Enhancement Compulsory Course (AECC)</b>	
4	Business Communication - I	<b>03</b>	4	Business Communication - II	<b>03</b>
<b>2B</b>	<b>*Skill Enhancement Courses (SEC)</b>		<b>2B</b>	<b>**Skill Enhancement Courses (SEC)</b>	
5	Any one course from the following list of the courses	<b>02</b>	5	Any one course from the following list of the courses	<b>02</b>
<b>3</b>	<b>Core Courses (CC)</b>		<b>3</b>	<b>Core Courses (CC)</b>	
6	Commerce (Business Environment) - I	<b>03</b>	6	Business Law (Business Regulatory Framework) - I	<b>03</b>
7	Business Economics - I	<b>03</b>	7	Business Mathematics	<b>03</b>
<b>Total Credits</b>		<b>20</b>	<b>Total Credits</b>		<b>20</b>

<b>*List of Skill Enhancement Courses (SEC) for Semester I (Any One)</b>		<b>**List of Skill Enhancement Courses (SEC) for Semester II (Any One)</b>	
1	Foundation Course - I	1	Foundation Course - II
2	Foundation Course in NSS - I	2	Foundation Course in NSS - II
3	Foundation Course in NCC - I	3	Foundation Course in NCC - II
4	Foundation Course in Physical Education - I	4	Foundation Course in Physical Education - II
<b>Note: Course selected in Semester I will continue in Semester II</b>			

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Syllabus**

**To be implemented from the Academic year 2019-2020**

**Semester I**

Sr. No.	Course Code	Course Title	Credits	L / Week
1	UAF1FA1	Financial Accounting- I (Elements of Financial Accounting)	3	4
2	UAF1CA1	Cost Accounting - I (Introduction and Element of cost)	3	4
3	UAF1FM1	Financial Management - I (Introduction to Financial Management)	3	4
4	UAF1BC1	Business Communication – I	3	4
5	UAF1CO1	Commerce - I (Business Environment)	3	4
6	UAF1EC1	Business Economics – I	3	4
7	UAF1FC1	<b>Any one course from the following list of the courses</b> a. Foundation Course – I b. Foundation Course in NSS – I c. Foundation Course in NCC – I d. Foundation Course in Physical Education – I	2	4

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**1. Financial Accounting  
(Elements of Financial Accounting) - I**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel, Affiliated to University of Mumbai (MH). The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. The conceptual understanding, development of experimental skills, developing the aptitude for academic and professional skills, acquiring basic concepts and understanding of hyphenated techniques, understanding the fundamental Accounting & Finance processes and rationale towards application of Accounting & Finance knowledge are among such important aspects. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the course**

- To recognize and understand ethical issues related to the accounting profession.
- To employ critical thinking skills to analyse financial data as well as the effects of differing financial accounting methods on the financial statements.
- To effectively define the needs of the various users of accounting data and demonstrate the ability to communicate such data effectively, as well as the ability to provide knowledgeable recommendations.
- To apply appropriate judgment derived from knowledge of accounting theory, to financial analysis and decision making.

**3) Course Outcome**

- To help for preparing financial statements in accordance with appropriate standards.
- To interpret the business implications of financial statement information.
- To Employ critical thinking skills to analyse financial data as well as the effects of differing financial accounting methods on the financial statements.
- To effectively define the needs of the various users of accounting data and demonstrate the ability to communicate such data effectively, as well as the ability to provide knowledgeable recommendations.

4) Detailed Syllabus

**1. Financial Accounting  
(Elements of Financial Accounting ) - I**

***Modules at a Glance***

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Accounting Standards Issued by ICAI and Inventory Valuation	15
2	Final Accounts	15
3	Departmental Accounts	15
4	Accounting for Hire Purchase	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Accounting Standards Issued by ICAI and Inventory Valuation</b>
	<ul style="list-style-type: none"> <li>• <b>Accounting Standards:</b> Concepts, Benefits, Procedures for Issue of Accounting Standards Various AS: <b>AS – 1: Disclosure of Accounting Policies</b> (a) Purpose (b) Areas of Policies (c) Disclosure of Policies (d) Disclosure of Change in Policies (e) Illustrations <b>AS – 2: Valuation of Inventories (Stock)</b> (a) Meaning, Definition (b) Applicability (c) Measurement of Inventory (d) Disclosure in Final Account (e) Explanation with Illustrations</li> <li>• <b>Inventory Valuation</b> Meaning of Inventories Cost for Inventory Valuation Inventory Systems : Periodic Inventory System and Perpetual Inventory System Valuation: Meaning and Importance Methods of Stock Valuation as per AS – 2: FIFO and Weighted Average Method Computation of Valuation of Inventory as on Balance Sheet Date: If Inventory is taken on a Date After the Balance Sheet or Before the Balance Sheet</li> </ul>
2	<b>Final Accounts</b>
	<ul style="list-style-type: none"> <li>• Expenditure a) Capital (b) Revenue Receipts a) Capital (b) Revenue</li> <li>• Adjustments and Closing Entries</li> <li>• Final Accounts of Manufacturing Concerns (Proprietary Firm)</li> </ul>
3	<b>Departmental Accounts</b>
	<ul style="list-style-type: none"> <li>• Meaning , Basis of Allocation of Expenses and Incomes / Receipts</li> <li>• Inter Departmental Transfer: At Cost Price and Invoice Price, Stock Reserve</li> <li>• Departmental Trading and Profit and Loss Account and Balance Sheet</li> </ul>
4	<b>Accounting for Hire Purchase</b>
	<ul style="list-style-type: none"> <li>• Meaning , Calculation of Interest</li> <li>• Difference between Hire Purchase agreement and instalment payment agreement</li> <li>• Accounting for Hire Purchase Transactions by Asset Purchase Method Based on Full Cash Price, Calculation of Cash Price</li> <li>• Journal Entries, Ledger Accounts and Disclosure in Balance Sheet for Hirer and Vendor</li> <li>• Calculate and record the value of reposed goods and profit on resale of such goods</li> </ul>

5) References Books

**Financial Accounting - Elements of Financial Accounting - Paper I**

- *Introduction to Accountancy* by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- *Advance Accounts* by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- *Advanced Accountancy* by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- *Modern Accountancy* by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Financial Accounting* by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi
- *Financial Accounting for Management* by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai
- *Financial Accounting* by P.C. Tulsian, Pearson Publications, New Delhi
- *Accounting Principles* by R.N. Anthony and J.S. Reece, Richard Irwin, Inc
- *Financial Accounting* by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida
- *Compendium of Statement and Standard of Accounting*, ICAI
- *Indian Accounting Standards*, Ashish Bhattacharya, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Financial Accounting* by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Company Accounting Standards* by Shrinivasan Anand, Taxman, New Delhi
- *Financial Accounting* by V. Rajasekaran, Pearson Publications, New Delhi
- *Introduction to Financial Accounting* by Horngren, Pearson Publications, New Delhi
- *Financial Accounting* by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- *Financial Accounting a Managerial Perspective*, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**2. Cost Accounting (Introduction and Element of cost) – I**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH) The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. It helps for ascertainment of cost, fixation of selling price, proper recording and presentation of cost data to management for measuring efficiency and for cost control and cost reduction, ascertaining the profit of each activity, assisting management in decision making. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the course**

- To enhance the abilities of learners to develop the concept of Cost accounting and its significance in the business.
- To accumulate, allocate and ascertain cost for each cost object is the primary objective of the cost accounting.
- To help for cost control and cost reduction in the organisation.

**3) Course Outcome**

- To apply cost accounting methods to evaluate and project business performance.
- To make allocation of cost of product, apportionment of cost of product.
- To calculate total cost of the product for fixing selling price.

4) Detailed syllabus

## 2. Cost Accounting (Elements of Cost Accounting) –I

### Modules at a Glance

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Introduction to Cost Accounting	15
2	Material Cost	15
3	Employed Cost and Direct Expense	15
4	Overheads	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Introduction to Cost Accounting</b>
	Evolution Objectives and Scope of Cost Accounting Importance and Advantages of Cost Accounting Difference between Cost Accounting and Financial Accounting Limitations of Financial Accounting Definitions: Cost, Costing and Cost Accounting Classification of Cost on Different Bases Cost Allocation and Apportionment Coding System Essentials of Good Costing System
2	<b>Material Cost</b>
	Material Cost: The Concept Material Control Procedure Documentation Stock Ledger, Bin Card Stock Levels, ABC analysis, Inventory Turnover Ratio Economic Order Quantity (EOQ)
3	<b>Employee Cost and Direct Expense</b>
	Meaning and importance of employee cost, attendance and payroll procedure Meaning and treatment of Idle time and Overtime Cost Computation of Employee Turnover, Various methods of remuneration, Incentive system (Wages, Bonus, etc. ) Absorption of wages, Efficiency rating procedure Direct Expenses Measurement of Direct Expenses Treatment of Direct Expenses
4	<b>Overheads</b>
	Concept of overheads –Production OH, Administrative OH and Selling & Distribution OH Methods of allocation, apportionment and absorption of overheads Treatment of under-absorption and over-absorption of overheads Accounting and control of overheads Various methods to calculate overhead rate

## 5) References Books

### Cost Accounting - Introduction and Element of Cost - I

- *Lectures on Costing* by Swaminathan: S. Chand and Company (P) Ltd., New Delhi
- *Cost Accounting* by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Cost Accounting* by Jawahar Lal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Cost Accounting* by Ravi M. Kishore, Taxmann Ltd., New Delhi
- *Principles and Practices of Cost Accounting* by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta
- *Cost Accounting Theory and Practice* by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Cost Accounting Principles and Practice* by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi
- *Advanced Cost and Management Accounting: Problems and Solutions* by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi
- *Cost Accounting* by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana
- *Modern Cost and Management Accounting* by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi

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**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**3 .Financial Management**

**(Introduction to Financial Management) – I**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH) The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. The purpose of the course is to offer the students relevant, systematic, efficient and actual knowledge of financial management that can be applied in practice with making financial decisions and resolving financial problems. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the course**

- To enhance the abilities of learners to develop the objectives of Financial Management.
- To inform the students about the basic concepts of financial management and contemporary theory and policy in order to master the concepts, theories and technique of financial management.
- To enable the learners to understand, develop and apply the techniques of investment in the financial decision making in the business corporates.

**3) Course Outcome**

- To demonstrate understanding of the finance function and the goals of the finance manager.
- To identify the basic financial environment, financial institutions, funding sources, instruments, and markets.
- To apply the various techniques of financial management of investment decisions and perform analytical reviews of financial results, proposals, and plans.

4.Detailed syllabus

**3.Financial Management**  
**(Introduction to Financial Management) – I**

***Modules at a Glance***

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Introduction to Financial Management	12
2	Concepts in Valuation	12
3	Leverage	12
4	Types of Financing	12
5	Cost of Capital	12
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
<b>1</b>	<b>Introduction to Financial Management</b>
	Introduction, Meaning, Importance Scope and Objectives of financial management, Role & Function of finance executives, Profit maximisation, wealth maximisation and Value Maximization financial distress and insolvency, Agency cost & its mitigation Agency Problem & Agency cost
<b>2</b>	<b>Concepts in Valuation</b>
	The Time Value of Money Present Value Internal Rate of Return Bonds Returns The Returns from Stocks Annuity Techniques of Discounting Techniques of Compounding
<b>3</b>	<b>Leverage</b>
	Introduction EBIT & EPS Analysis Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage Relationship between Operating Leverage and Break-even analysis Positive and negative leverage Financial leverage as trading on equity and Double edged sword. (Including Practical Problems)
<b>4</b>	<b>Types of Financing</b>
	Introduction Needs of Finance and Sources: Long Term, Medium Term, Short Term Long Term Sources of Finance Short Term Sources of Finance Concept of securitisation Venture capital financing, lease financing and financing of export trade by banks Financing in International market
<b>5</b>	<b>Cost of Capital</b>
	Introduction Definition and Importance of Cost of Capital Measurement of Cost of Capital Calculate WACC, Marginal cost of capital and Effective interest rate (Including Practical Problems)

## 5) References Books

### **Financial Management (Introduction to Financial Management) - Paper I**

- *Fundamentals of Financial Management* by D. Chandra Bose, PHI Learning Pvt. Ltd., New Delhi
- *Fundamentals of Financial Management* by Bhabotosh Banerjee, PHI Learning Pvt. Ltd., New Delhi
- *Fundamentals of Financial Management* by Vyuptakesh Sharma, Pearson Education, New Delhi
- *Fundamentals of Financial Management* by J.C. Van Horne, Prentice Hall of India, New Delhi
- *Financial Management: Text and Problems* by M.Y. Khan and P.K. Jain, Tata McGraw Hill, New Delhi
- *Financial Management: Theory and Practice* by Prasanna Chandra, Tata McGraw Hill, New Delhi
- *Financial Management* by I.M. Pandey, Vikas Publishing House, New Delhi

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F.Y.B.Com. Accounting & Finance Semester –I Syllabus  
To be implemented from the Academic year 2019-2020**

***Core Course(CC)***

**4.Commerce (Business Environment) - I**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduate course of Changu Kana Thakur Arts, Commerce & Science College, New Panvel affiliated to University of Mumbai . There is Choice Based Credit, Grading and Semester System to be implemented through this curriculum, developing learners towards basic fundamentals in the area of business. Learners who will pursue this course will develop an understanding of various aspects of the business and its environment. The conceptual understanding will help in developing the aptitude for academic and professional skills, acquiring basic concepts and understanding of basics of business and its objective in the economy growth. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the course**

- The present course aims at familiarizing the participants with various aspects of economic, social, political and cultural environment of India.
- The objective of the course is to acquaint students with the concepts of business and its environment.
- To develop the skills required to take better decision at right time.
- To understand the need towards society and business.
- To practice and enhance the thinking, analytical abilities towards entrepreneurship.

**3) Course Outcome**

- To recognize and understand business related issues and scopes.
- To analyse the business laws and ethics.
- To know and define the needs of the various environment analysis related to corporate and international business environment.

4) Detailed syllabus

## 4. Commerce (Elements of Commerce)-I

### *Modules at a Glance*

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Business and its Environment	15
2	Business and Society	15
3	Contemporary Issues	15
4	International Environment	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
<b>1</b>	<b>Business and its Environment</b>
	a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment b) Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis
<b>2</b>	<b>Business and Society</b>
	a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship: Entrepreneurship and Economic Development, Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, Entrepreneurship as a Career Option c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986
<b>3</b>	<b>Contemporary Issues</b>
	a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit
<b>4</b>	<b>International Environment</b>
	a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries

## 5) References Books

Reference Books
<b>Commerce (Business Environment) - Paper I</b>
<ul style="list-style-type: none"><li>• <i>Business Environment Text and Cases</i> by M.B. Shukla, Taxman Publications, New Delhi</li><li>• <i>Global Economy and Business Environment</i> by Francis Cherunilam, Himalaya Publication House, Mumbai</li><li>• <i>Business Environment: Text and Cases</i> by Francis Cherunilam, Himalaya Publication House, Mumbai</li><li>• <i>Indian Economy</i> by Dutt and Sundaram, S. Chand and Company Pvt. Ltd., New Delhi</li><li>• <i>Essentials of Business Environment</i> by K. Aswathappa, Himalaya Publication House, Mumbai</li><li>• <i>Business Environment</i> by Justin Paul, Tata McGraw Hill Education Pvt. Ltd., New Delhi</li><li>• <i>Indian Economy</i> by Misra and Puri, Himalaya Publishing House, Mumbai</li><li>• <i>Entrepreneurial Development</i> by S.S. Khanka, S. Chand and Company Pvt. Ltd., New Delhi</li><li>• <i>Dynamics of Entrepreneurship</i> by Vasanta Desai, Himalaya Publishing House, Mumbai</li><li>• <i>Entrepreneurship and Small Development Business Management</i> by C.B. Gupta and S.S. Khanka, Sultan Chand and Sons, New Delhi</li><li>• <i>Entrepreneurship</i> by David H. Holt, PHI Learning Pvt. Ltd., New Delhi</li><li>• <i>Management of Small-Scale Industries</i> by Vasant Desai, Himalaya Publishing House, Mumbai</li><li>• <i>Business and Government</i> by Francis Cherunilam, Himalaya Publishing House, Mumbai</li><li>• <i>Corporate Governance in India</i> by Jayati Sarkar and Subrata Sarkar, Sage Publications, New Delhi</li><li>• <i>Corporate Governance: Principles, Policies and Practices</i> by A.C. Fernando, Pearson Education India, New Delhi</li></ul>

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**Semester II**

Sr. No.	Course Code	Course Title	Credits	L / Week
1	UAF2FA2	Financial Accounting (Special Accounting Areas) - II	3	4
2	UAF2AU1	Auditing (Introduction and Planning) - I	3	4
3	UAF2IFS	Innovative Financial Services	3	4
4	UAF2BC2	Business Communication - II	3	4
5	UAF2BL1	Business Law (Business Regulatory Framework) - I	3	4
6	UAF2BMA	Business Mathematics	3	4
7	UAF2FC2	<b>Any one course from the following list of the courses</b> a. Foundation Course – II b. Foundation Course in NSS – II c. Foundation Course in NCC – II d. Foundation Course in Physical Education - II	2	4

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**1. Financial Accounting (Special Accounting Areas) – II**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH) The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. The conceptual understanding, development of experimental skills, developing the aptitude for academic and professional skills, acquiring basic concepts and understanding of hyphenated techniques, understanding the fundamental Accounting & Finance processes and rationale towards application of Accounting & Finance knowledge are among such important aspects. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the course**

- To recognize and understand ethical issues related to the accounting profession.
- To prepare financial statements in accordance with Generally Accepted Accounting Principles.
- To employ critical thinking skills to analyse financial data as well as the effects of differing financial accounting methods on the financial statements.
- To effectively define the needs of the various users of accounting data and demonstrate the ability to communicate such data effectively, as well as the ability to provide knowledgeable recommendations.

- To apply appropriate judgment derived from knowledge of accounting theory, to financial analysis and decision making.

**3) Course Outcome**

- To recognize and understand ethical issues related to the accounting profession.
- To prepare financial statements in accordance with Generally Accepted Accounting Principles. Employ critical thinking skills to analyse financial data as well as the effects of differing financial accounting methods on the financial statements.
- To effectively define the needs of the various users of accounting data and demonstrate the ability to communicate such data effectively, as well as the ability to provide knowledgeable recommendations.

4.Detailed syllabus

**1. Financial Accounting -II  
(Elements of Financial Accounting)-II**

***Modules at a Glance***

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Accounting from Incomplete Records	15
2	Consignment Accounts	15
3	Branch Accounts	15
4	Fire Insurance Claims	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
<b>1</b>	<b>Accounting from Incomplete Records</b>
	Introduction Problems on Preparation of Final Accounts of Proprietary Trading Concern (Conversion Method)
<b>2</b>	<b>Consignment Accounts</b>
	Accounting for Consignment Transactions Calculation of commission Valuation of Stock Invoicing of Goods at Higher Price Calculate of normal / Abnormal Losses
<b>3</b>	<b>Branch Accounts</b>
	Meaning / Classification of Branches Accounting for Dependent Branch Not Maintaining Full Books Accounting for independent branch Debtors Method Stock and Debtors Method Adjustment and reconciliation of Branch and Head Office Accounts Inter-Branch transactions
<b>4</b>	<b>Fire Insurance Claims</b>
	Introduction, Claim for loss of stock, Claim for loss of profit, Standing charges, increased cost of working Computation of amount of claim for loss of stock and loss of profit. Ascertainment of Claim as per the Insurance Policy

## 5.References Books

### Financial Accounting - Special Accounting Areas - Paper II

- *Introduction to Accountancy* by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- *Advance Accounts* by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- *Advanced Accountancy* by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- *Modern Accountancy* by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Financial Accounting* by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi
- *Financial Accounting for Management* by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai
- *Financial Accounting* by P.C. Tulsian, Pearson Publications, New Delhi
- *Accounting Principles* by R.N. Anthony and J.S. Reece, Richard Irwin, Inc
- *Financial Accounting* by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida
- *Financial Accounting* by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- *Financial Accounting* by V. Rajasekaran, Pearson Publications, New Delhi
- *Introduction to Financial Accounting* by Horngren, Pearson Publications, New Delhi
- *Financial Accounting* by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- *Financial Accounting a Managerial Perspective*, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**2. Auditing (Introduction and Planning) – I**

**1) Preamble of the syllabus**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH). The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. It helps to help the students to understand the concept of Auditing and to enable students to know the audit planning, procedure and documentation. It also helps in understanding the different techniques of auditing. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the syllabus**

- To helps to develop an understanding the concept of Auditing. & Its technique
- To enable students to know the audit planning, procedure and documentation.
- To demonstrate the procedure of arithmetical accuracy of books of accounts, verifying posting, casting, balancing etc.
- To guides the students in verifying the authenticity and validity of transactions.

**3) Course Outcome**

- It helps the students to know the concept of Auditing.
- To know the concept of audit planning, procedure and documentation.
- It helps to know role of auditing and to get acquainted with the different techniques of auditing and internal /external audit.

4).Detailed syllabus

## Auditing -I (Elements of Auditing)-I

### *Modules at a Glance*

Sr. No.	Modules	No. of Lectures
1	Introduction to Auditing	15
2	Audit Planning, Procedures and Documentation	15
3	Auditing Techniques	15
4	Internal Audit	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Introduction to Auditing</b>
	<ul style="list-style-type: none"> <li>• <b>Basics</b> Financial Statements, Users of Financial Information, Definition of Auditing, Objectives of Auditing - Primary and Secondary, Expression of Opinion, Detection of Frauds and Errors, Inherent Limitations of Audit</li> <li>• <b>Errors and Frauds</b> Concepts, Reasons and Circumstances, Types of Errors -Commission, Omission, Principle and Compensating, Types of Frauds, Risk of Fraud and Error in Audit, Auditor's Duties and Responsibilities in Respect of Fraud</li> <li>• <b>Principles of Audit</b> Integrity, Objectivity, Independence, Confidentiality, Skills and Competence, Materiality and Work Performed by Others, Documentation, Planning, Audit Evidence, Accounting System and Internal Control, Audit Conclusions and Reporting</li> <li>• <b>Types of Audit</b> Meaning, Advantages and Disadvantages of Balance Sheet Audit, Interim Audit, Continuous Audit, Concurrent Audit, Annual Audit</li> <li>• <b>Miscellaneous</b> Advantages of Independent Audit, Qualities of Auditors, Auditing Vs Accounting, Auditing Vs Investigation, View the Concept True and Fair</li> <li>• <b>Accounting Concepts Relevant to Auditing</b> Materiality, Going Concern</li> </ul>
2	<b>Audit Planning, Procedures and Documentation</b>
	<ul style="list-style-type: none"> <li>• <b>Audit Planning</b> Meaning, Objectives, Factors to be Considered, Sources of Obtaining Information, Discussions with Client, Overall Audit Plan</li> <li>• <b>Audit Programme</b> Meaning, Factors to be Considered, Advantages, Disadvantages, Overcoming Disadvantages, Methods of Work, Instruction before Commencing Works of Audit, Overall Audit Approach</li> <li>• <b>Audit working Papers</b> Meaning, Importance, Factors Determining Form and Contents, Main Functions / Importance, Features, Contents of Permanent Audit File, Temporary Audit File, Ownership, Custody, Access of Other Parties to Audit Working Papers, Auditors Lien on Working Papers, Auditors Lien on Client's Books</li> <li>• <b>Audit Notebook</b> Meaning, Structure, Contents, General Information, Current Information and Importance</li> </ul>
3	<b>Auditing Techniques</b>

	<ul style="list-style-type: none"> <li>• <b>Test Check</b> Test Checking Vs Routing Checking, Test Check Meaning, Features, Factors to be Considered, When Test Checks can be Used, Advantages, Disadvantages and Precautions.</li> <li>• <b>Audit Sampling</b> Audit Sampling, Meaning, Purpose, Factors in Determining Sample Size - Sampling Risk, Tolerable Error and Expected Error, Methods of Selecting Sample Items Evaluation of Sample Results Auditors Liability in Conducting Audit based on Sample</li> <li>• <b>Internal Control</b> Meaning and Purpose, Review of Internal Control, Advantages, Auditors Duties, Review of Internal Control, Inherent Limitations of Internal Control, Internal Control Samples for Sales and Debtors, Purchases and Creditors, Wages and Salaries</li> <li>• <b>Internal Checks Vs Internal Control, Internal Checks Vs Test Checks</b></li> </ul>
<b>4</b>	<b>Internal Audit</b>
	<p>Meaning, Basic Principles of Establishing Internal Audit, Objectives, Evaluation of Internal Audit by Statutory Auditor, Usefulness of Internal Audit</p> <p>Internal Audit Vs External Audit, Internal Checks Vs Internal Audit</p>

#### 4) Reference Books

##### **Auditing - Introduction and Planning - Paper I**

- *Contemporary Auditing by Kamal Gupta, Tata Mc-Graw Hill, New Delhi*
- *A Hand-Book of Practical Auditing by B.N. Tandon, S. Chand and Company, New Delhi*
- *Fundamentals of Auditing by Kamal Gupta and Ashok Arora, Tata McGraw Hill, New Delhi*
- *Auditing: Principles and Practice by Ravinder Kumar, Virender Sharma, PHI Learning Pvt. Ltd.*
- *Auditing and Assurance for CA IPCC by Sanjib Kumar Basu, Pearson Education, New Delhi*
- *Contemporary Auditing by Kamal Gupta, McGraw Hill Education Pvt. Ltd., New Delhi*
- *Fundamentals of Auditing by Kamal Arora and Ashok Gupta, Tata McGraw Hill, New Delhi*

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Elective Courses (EC)***

**3. Innovative Financial Services**

**1) Preamble of the Syllabus:**

B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH). The Choice Based Credit, Grading and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop understanding of various aspects of the Accounting & Finance. Financial Services constitute an important segment of financial system and development of our country depends on it a lot. The boom in the financial services companies is no doubt a welcome development. But at the same time they call for unique skills to run financial services proficiently. It is an attempt to highlight the contemporary issues in management of Innovative Financial Services. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2) Objectives of the Course:**

- To familiarizes the learners with the fundamental aspects of various issues associated with various Financial Services.
- To gives a comprehensive overview of emerging financial services in the light of globalization.
- To introduces the basic concepts, functions, process, techniques and create an awareness of the role, functions and functioning of financial services

**3) Course Outcomes:**

- To understand the role and function of the financial system in reference to the macro economy.
- To demonstrate an awareness of the current structure and regulation of the Indian financial services sector.

4)Detailed Syllabus

**3.Innovative Financial Services**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
1	Introduction to Traditional Financial Services	15
2	Issue Management and Securitization	15
3	Financial Services and its Mechanism	15
4	Consumer Finance and Credit Rating	15
<b>Total</b>		<b>60</b>

SN	Modules/ Units
1	<b>Introduction to Traditional Financial Services</b>
	<p><b>a) Financial Services:</b></p> <ul style="list-style-type: none"> <li>• Concept, Objectives/Functions, Characteristics, Financial Service Market, Financial Service Market Constituents, Growth of Financial Services in India, Problems in Financial Services Sector, Banking and Non-Banking Companies, Regulatory Framework</li> </ul> <p><b>b) Factoring and Forfaiting:</b></p> <ul style="list-style-type: none"> <li>• Introduction, Types of Factoring, Theoretical Framework, Factoring Cost, Advantages and Disadvantages of Factoring, Factoring in India, Factoring v/s Forfaiting, Working of Forfaiting, Benefits and Drawbacks of Forfaiting, Practical Problems.</li> </ul> <p><b>c) Bill Discounting:</b></p> <ul style="list-style-type: none"> <li>• Introduction, Framework, Bill Market Schemes, Factoring V/s Bill Discounting in Receivable Management.</li> </ul>
2	<b>Issue Management and Securitization</b>
	<p><b>a) Issue Management and Intermediaries:</b></p> <ul style="list-style-type: none"> <li>• Introduction, Merchant Bankers/ Lead Managers, Underwriters, Bankers to an Issue, Brokers to an Issue</li> </ul> <p><b>b) Stock Broking:</b></p> <ul style="list-style-type: none"> <li>• Introduction, Stock Brokers, SubBrokers, Foreign Brokers, Trading and Clearing/Self Clearing Members, Stock Trading ( Cash and Normal) Derivative Trading</li> </ul> <p><b>c) Securitization:</b></p> <ul style="list-style-type: none"> <li>• Definition, Securitization v/s Factoring, Features of Securitization, Pass Through Certificates, Securitization Mechanism, Special Purpose Vehicle, Securitisable Assets, Benefits of Securitization, New Guidelines on Securitization</li> </ul>
3	<b>Financial Services and its Mechanism</b>
	<p><b>a) Lease and Hire-Purchase:</b></p> <ul style="list-style-type: none"> <li>• Meaning, Types of Lease - Finance Lease, Operating Lease, Advantages and Disadvantages of Leasing, Leasing in India, Legal Aspects of Leasing.</li> <li>• Definition of Hire Purchase, Hire Purchase and Installment Sale Characteristics, Hire Purchase and Leasing, Advantages of Hire Purchase, Problems of Hire Purchase.</li> </ul> <p><b>b) Housing Finance:</b></p> <ul style="list-style-type: none"> <li>• Introduction, Housing Finance Industry, Housing Finance Policy Aspect, Sources of Funds, Market of Housing Finance, Housing Finance in India-</li> </ul>

	<p>Major Issues, Housing Finance in India – Growth Factors, Housing Finance Institutions in India, National Housing Bank (NHB), Guidelines for Asset Liability Management System in HFC, Fair Trade Practice Code for HFC's, Housing Finance Agencies</p> <p><b>c) Venture Capital:</b> Introduction, Features of Venture Capital, Types of Venture Capital Financing Stages, Disinvestment mechanisms, Venture Capital Investment process, Indian Scenario</p>
<b>4</b>	<b>Consumer Finance and Credit Rating</b>
	<p><b>a) Consumer Finance:</b></p> <ul style="list-style-type: none"><li>• Introduction, Sources, Types of Products, Consumer Finance Practice in India, Mechanics of Consumer Finance, Terms, Pricing, Marketing and Insurance of Consumer Finance, Consumer Credit Scoring, Case for and against Consumer Finance</li></ul> <p><b>b) Plastic Money:</b></p> <ul style="list-style-type: none"><li>• Growth of Plastic Money Services in India, Types of Plastic Cards- Credit card- Debit Card- Smart card- Add-on Cards, Performance of Credit Cards and Debit Cards, Benefits of Credit Cards, Dangers of Debit Cards, Prevention of Frauds and Misuse, Consumer Protection. Indian Scenario.</li><li>• Smart Cards- Features, Types, Security Features and Financial Applications</li></ul> <p><b>c) Credit Rating:</b></p> <ul style="list-style-type: none"><li>• Meaning, Origin, Features, Advantages of Rating, Regulatory Framework, Credit Rating Agencies, Credit Rating Process, Credit Rating Symbols. Credit Rating Agencies in India, Limitations of Rating</li></ul>

**5). Reference Books:**

**Financial Accounting - Special Accounting Areas - Paper II**

- *Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi*
- *IM Pandey, Financial Management, Vikas Publishing House Ltd.*
- *Khan M.Y., Financial Services, McGraw Hill Education.*
- *Dr.S.Gurusamy, Financial Services, Vijay Nicole Imprints. Financial Market and Services, E, Gordon and K. Natrajan, Himalaya Publishing House*

**Choice Based Credit Grading and Semester System (CBCGS)**

**F.Y.B.Com. Accounting & Finance Semester –I Syllabus**

**To be implemented from the Academic year 2019-2020**

***Core Course(CC)***

**4. Business Law -  
(Business Regulatory Framework) - I**

**1)Preamble of the syllabus**

- B.Com. in Accounting & Finance is a under graduation course of Department of B.Com. (Accounting & Finance), Changu Kana Thakur Arts, Commerce & Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the knowledge of Indian business law. It helps to provide the brief idea about the legal framework of Indian Business Law and to know role of law in an economic and business context. It also helps to acquaint knowledge of legal environment of business and corporate laws. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.

**2)Objectives of the syllabus**

- To provide the brief idea about the legal framework of Indian Business Law.
- To know role of law in an economic and business context.
- To acquaint knowledge of legal environment of business and corporate laws.

**3)Course Outcome**

- To identify the fundamental legal principles behind contractual agreements.
- To understand the legal implications of different forms of business organizations.
- To acquire problem solving techniques through case studies.

- 4. Detailed Syllabus

**4. Business Law – I**  
**(Business Regulatory Framework)-I**  
***Modules at a Glance***

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
1	Law of Contract 1872	15
2	Sale of Goods Act 1930	15
3	Negotiable Instrument Act 1881	15
4	Consumer Protection Act 1986	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Law of Contract 1872</b>
	<ul style="list-style-type: none"> <li>• Nature of Contract</li> <li>• Classification of Contracts</li> <li>• Offer and Acceptance</li> <li>• Capacity of Parties to Contract</li> <li>• Free Consents</li> <li>• Consideration</li> <li>• Legality of Object</li> <li>• Agreement Declared Void</li> <li>• Performance of Contract &amp; Discharge of Contract</li> <li>• Remedies for Breach of Contract</li> <li>• Indemnity &amp; Guarantee</li> <li>• Bailment and Pledge</li> <li>• Agency</li> </ul>
2	<b>Sale of Goods Act 1930</b>
	<ul style="list-style-type: none"> <li>• Formation of Contract of Sale</li> <li>• Goods and their Classifications</li> <li>• Price, Conditions and Warranties</li> <li>• Transfer of Properties in Goods</li> <li>• Performance of Contract of Sales</li> <li>• Unpaid Seller and his Rights</li> <li>• Sale by Auction</li> <li>• Hire Purchase Agreement</li> </ul>
3	<b>Negotiable Instrument Act 1881</b>
	<ul style="list-style-type: none"> <li>• Definition of Negotiable Instruments</li> <li>• Features of Negotiable Instruments</li> <li>• Promissory Note &amp; Bill of Exchange and Cheque</li> <li>• Holder and Holder in due Course</li> <li>• Crossing of a Cheque &amp; Types of Crossing</li> <li>• Dishonour and Discharge of Negotiable Instruments</li> </ul>
4	<b>Consumer Protection Act 1986</b>
	<ul style="list-style-type: none"> <li>• Salient Features &amp; Definitions</li> <li>• Consumer Rights</li> <li>• Causes of consumer exploitation</li> <li>• Consumer Protection Council</li> <li>• Consumer Disputes Redressal Agencies</li> </ul>

## 5 )Reference Books

### **Business Law - Business Regulatory Framework - Paper I**

- *Indian Contract Act, Sales of Goods Act and Partnership Act by T.R. Desai, Sarkar and Sons Pvt. Ltd., Kolkata*
- *The Negotiable Instrument Act by J.S. Khergamwala, N.M. Tripathi Pvt. L.td., Mumbai*
- *The Principles of Mercantile Law by Avtar Singh, Eastern Book Company, Lucknow*
- *Business Law by M.C. Kuchal, Vikas Publishing House, New Delhi*
- *Business Law by N.D. Kapoor, Sultan Chand and Sons, New Delhi*
- *Business Law by P.R. Chandha, Galotia, Dew Delhi*

**Choice Based Credit Grading and Semester System (CBCGS)****F.Y.B.Com. Accounting & Finance Semester –I & II****To be implemented from the Academic year 2019-2020****Scheme of Evaluation****Scheme of examination for each semester**

The performance of the learners shall be evaluated into two components. The learner's Performance shall be assessed by Internal Assessment with 40% marks in the first component. External assessment with 60% marks in the second component. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:-

**A) Internal Assessment: 40 %****40 Marks****Internal Assessment- (Courses without Practical Courses)**

<b>Sr. No.</b>	<b>Particular</b>	<b>Marks</b>
01	One periodical class test / online examination to be conducted in the given semester	20 Marks
02	One case study / project with presentation based on curriculum to be assessed by the teacher concerned	15 Marks
	Presentation	10 Marks
	Written Document	05 Marks
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks
	<b>Total Marks</b>	<b>40 Marks</b>

**Internal Assessment- (Courses with Practical)**

Sr. No.	Particular	Marks
01	<b>Practical Examination</b>	20 Marks
	Journal	05 Marks
	Viva Voce	05 Marks
	Laboratory Work	10 Marks
02	One case study / project with presentation based on curriculum to be assessed by the teacher concerned	15 Marks
	Presentation	10 Marks
	Written Document	05 Marks
03	Active participation in routine class instructional deliveries and Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks
	<b>Total Marks</b>	<b>40 Marks</b>

**Question Paper Pattern****(Periodical Class Test for the Courses at Under Graduate Programmes)**

Maximum Marks: 20

Questions to be set: 02

Duration: 40 Minutes

All Questions are Compulsory

Question No	Particular	Marks
Q-1	Match the Column / Fill in the Blanks / Multiple Choice Questions/ Answer in One or Two Lines (Concept based Questions) ( 1 Marks / 2 Marks each)	10 Marks
Q-2	Answer in Brief (Attempt any Two of the Three) (5 Marks each)	10 Marks

**B) Semester End Examination: 60 %****60 Marks**

- i) Duration: The examination shall be of 2 Hours duration
- ii) Theory question paper pattern
  - There shall be four questions each of 15 marks.
  - All questions shall be compulsory with internal choice within the questions.
  - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

## **Question Paper Pattern (Practical Courses)**

Maximum Marks: 60

Questions to be set: 04

Duration: 2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Full Length Practical Question <b>OR</b> Full Length Practical Question	15 Marks  15 Marks
Q-2	Full Length Practical Question <b>OR</b> Q-2 Full Length Practical Question	15 Marks  15 Marks
Q-3	Full Length Practical Question <b>OR</b> Q-3 Full Length Practical Question	15 Marks  15 Marks
Q-4	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks/Short Questions.)	15 Marks
Q-4	<b>OR</b> Short Notes (Any three out of five)	15 Marks

**Note:**

**Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.**

## Question Paper Pattern (Theoretical Courses)

Maximum Marks: 60

Questions to be set: 04

Duration: 2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Full Length Question	15 Marks
	<b>OR</b>	
	Full Length Question	15 Marks
Q-2	Full Length Question	15 Marks
	<b>OR</b>	
Q-2	Full Length Question	15 Marks
Q-3	Full Length Question	15 Marks
	<b>OR</b>	
Q-3	Full Length Question	15 Marks
Q-4	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks/Short Questions.)	15 Marks
Q-4	<b>OR</b>	
	Short Notes (Any three out of five)	15 Marks

**Note:**

**Theory question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks.**

**Passing Standard**

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 16 out of 40) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 24 Out of 60) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

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**Janardan Bhagat Shikshan Prasarak Sanstha's  
CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE, NEW  
PANVEL (AUTONOMOUS)**

**Re-accredited 'A+' Grade by NAAC  
'College with Potential for Excellence' Status Awarded by UGC  
'Best College Award' by University of Mumbai**

**Department of Accounting & Finance  
Board of Studies in Accounting & Finance**

**Program: B.Com. Accounting & Finance**

**Revised Syllabus of S.Y.B.Com. Accounting & Finance  
Choice Based Credit & Grading System (60:40)  
w.e.f. Academic Year 2020-21**

<b>Sr. No.</b>	<b>Heading</b>	<b>Particulars</b>
1	Title of Programme	B.Com. Accounting & Finance
2	Eligibility for Admission	12 <sup>th</sup> Commerce of all recognised Board
3	Passing marks	40%
4	Ordinances/Regulations (if any)	
5	No. of Semesters	Six
6	Level	U.G.
7	Pattern	Semester (60:40)
8	Status	Revised
9	To be implemented from Academic year	2020-2021

## B.Com. (Accounting and Finance) Programme

### Under Choice Based Credit, Grading and Semester System

### Course Structure

### S.Y.B.Com. (Accounting and Finance)

(To be implemented from Academic Year- 2020-2021)

No. of Courses	Semester III	Credits	No. of Courses	Semester IV	Credits
<b>1</b>	<b>Elective Courses (EC)</b>		<b>1</b>	<b>Elective Courses (EC)</b>	
1,2 & 3	*Any three courses from the following list of the courses	<b>09</b>	1,2 & 3	**Any three courses from the following list of the courses	<b>09</b>
<b>2</b>	<b>Ability Enhancement Courses (AEC)</b>		<b>2</b>	<b>Ability Enhancement Courses (AEC)</b>	
<b>2A</b>	<b>Ability Enhancement Compulsory Course (AECC)</b>		<b>2A</b>	<b>Ability Enhancement Compulsory Course (AECC)</b>	
4	Information Technology in Accountancy - I	<b>03</b>	4	Information Technology in Accountancy – II	<b>03</b>
<b>2B</b>	<b>*Skill Enhancement Courses (SEC)</b>		<b>2B</b>	<b>**Skill Enhancement Courses (SEC)</b>	
5	Any one course from the following list of the courses	<b>02</b>	5	Any one course from the following list of the courses	<b>02</b>
<b>3</b>	<b>Core Courses (CC)</b>		<b>3</b>	<b>Core Courses (CC)</b>	
6	Business Law (Business Regulatory Framework) – II	<b>03</b>	6	Business Law (Company Law) – III	<b>03</b>
7	Research Methodology in Accounting and Finance	<b>03</b>	7	Business Economics- II (Macro Economics)	<b>03</b>
<b>Total Credits</b>		<b>20</b>	<b>Total Credits</b>		<b>20</b>

<b>*List of Skill Enhancement Courses (SEC) for Semester III (Any One)</b>		<b>**List of Skill Enhancement Courses (SEC) for Semester IV (Any One)</b>	
1	Foundation Course in Commerce (Financial Market Operations) – III	1	Foundation Course in Management (Introduction to Management) - IV
2	Foundation Course- Contemporary Issues- III	2	Foundation Course- Contemporary Issues- IV
3	Foundation Course in NSS – III	3	Foundation Course in NSS – IV
4	Foundation Course in NCC – III	4	Foundation Course in NCC – IV
5	Foundation Course in Physical Education – III	5	Foundation Course in Physical Education -IV

<b>*List of Elective Courses (EC) for Semester III (Any Three)</b>		<b>**List of Elective Courses (EC) for Semester IV (Any Three)</b>	
1	Financial Accounting (Special Accounting Areas) – III	1	Financial Accounting (Special Accounting Areas) – IV
2	Cost Accounting (Methods of Costing) – II	2	Management Accounting (Introduction to Management Accounting)
3	Auditing (Techniques of Auditing and Audit Procedures) – II	3	Auditing – III
4	Taxation - I (Direct Taxes Paper- I)	4	Taxation - II (Direct Taxes- II)
5	Principles & Practices of Banking	5	Wealth Management
<b>Note: Course selected in Semester III will continue in Semester IV</b>			

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Syllabus**

**To be implemented from the Academic year 2020-2021**

**Semester III**

Sr.No.	Course Code	Course Title	Credits	L / Week
1	UAF3FA3	Financial Accounting (Special Accounting Areas) – III	3	4
2	UAF3CA2	Cost Accounting (Methods of Costing) – II	3	4
3	UAF3TX1	Taxation - I (Direct Taxes Paper- I)	3	4
4	UAF3IT1	Information Technology in Accountancy - I	3	4
5	UAF3BL2	Business Law (Business Regulatory Framework) – II	3	4
6	UAF3RMA	Research Methodology in Accounting and Finance	3	4
7	UAF3FC3	<b>Any one course from the following list of the courses</b> a. Foundation Course – III b. Foundation Course in NSS – III c. Foundation Course in NCC – III d. Foundation Course in Physical Education – III	2	4

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III Syllabus**

**To be implemented from the Academic year 2020-2021**

**1. Elective Courses (EC)**

**1. Financial Accounting  
(Special Accounting Areas)– III**

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of the Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel, Affiliated to University of Mumbai (MH). The Choice Based Credit, Grading, and Semester System to be implemented through this curriculum would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop an understanding of various aspects of the Accounting &amp; Finance. The conceptual understanding, development of experimental skills, developing the aptitude for academic and professional skills, acquiring basic concepts and understanding of hyphenated techniques, understanding the fundamental Accounting &amp; Finance processes and rationale towards the application of Accounting &amp; Finance knowledge is among such important aspects. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>
<b>2</b>	<b>Objectives of the course</b>
●	The main objective is to describe the pattern of final accounts
●	It also describes the process of liquidation which is included in the company account
●	To provide the knowledge of amalgamation of the partnership firms
●	To give practical knowledge of accounts
●	To understand the conversion of foreign currency into reporting currency
<b>3</b>	<b>Outcomes of the course</b>
●	Learners understand the dissolution of firms
●	Got the knowledge of the piecemeal distribution of cash for settlement of liabilities
●	Understanding conversion of a firm into a ltd company
●	Learners learned to maintain accounts in the books of purchasing firm
●	Helps to understand the application of rate for foreign currency into reporting

<b>Detailed Syllabus</b>		
<b>Financial Accounting - Elements of Financial Accounting - Paper I</b>		
Sr. No.	Modules / Units	No. Of Lectures
<b>1</b>	<b>Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year</b>	<b>15</b>
	Simple final accounts questions to demonstrate the effect on the final Accounts when a partner is admitted during the year or when partner Retires / dies during the year Allocation of gross profit prior to and after admission/retirement / death when stock on the date of admission/retirement is not given and apportionment of other expenses based on time / Sales/other given basis Ascertainment of gross profit prior to and after admission/retirement / death when stock on the date of admission / retirement is given and apportionment of other expenses based on time / Sales / other given basis	
<b>2</b>	<b>Piecemeal Distribution of Cash</b>	<b>10</b>
	Excess Capital Method & Maximum Loss Method Asset took over by a partner Treatment of past profits or past losses in the Balance sheet Contingent liabilities / Realization expenses/amount kept aside for expenses and adjustment of actual, Treatment of secured liabilities Treatment of preferential liabilities like Govt. dues/labour dues etc Excluding: Insolvency of partner and Maximum Loss Method	
<b>3</b>	<b>Amalgamation of Firms</b>	<b>15</b>
	Realization method only Calculation of purchase consideration Journal/ledger accounts of old firms, Preparing a Balance sheet of a new firm Adjustment of goodwill in the new firm Realignment of capitals in the new firm by current accounts / cash or a combination thereof	
<b>4</b>	<b>Conversion / Sale of a Partnership Firm into a Ltd. Company</b>	<b>10</b>
	Realization method only Calculation of New Purchase consideration, Journal / Ledger Accounts of old firms. Preparing Balance sheet of new company	
<b>5</b>	<b>Ascertainment and Treatment of Profit Prior to Incorporation</b>	<b>10</b>
	Principles for ascertainment Preparation of separate, combined and columnar Profit and Loss Account including different basis of allocation of expenses/ incomes	

**Note:** Relevant Law/Statute/Rules in force and relevant Accounting Standards in force on 1st April immediately preceding commencement of Academic Year is applicable for ensuring examination after the relevant year.

5	References Books
	<b>Financial Accounting - Elements of Financial Accounting - Paper I</b>
•	<ul style="list-style-type: none"> <li>• <i>Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by LesileChandwichk, Pentice Hall of India AdinBakley (P) Ltd., New Delhi</i></li> <li>• <i>Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi</i></li> <li>• <i>Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc</i></li> <li>• <i>Financial Accounting by Monga, J.R. Ahuja, GirishAhuja and Ashok Shehgal, Mayur Paper Back, Noida</i></li> <li>• <i>Compendium of Statement and Standard of Accounting, ICAI</i></li> <li>• <i>Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Company Accounting Standards by ShrinivasanAnand, Taxman, New Delhi</i></li> <li>• <i>Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi</i></li> <li>• <i>Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi</i></li> <li>• <i>Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li> <li>• <i>Financial Accounting a Managerial Perspective, Varadraj B. Bapat, MehulRaithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li> </ul>

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***1. Elective Courses (EC)***

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

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH) The Choice Based on Credit, Grading, and Semester System to be implemented through this curriculum, would allow students to develop a strong footing in the fundamentals and specialize in the disciplines of his/her liking and abilities. The students pursuing this course would have to develop an understanding of various aspects of Accounting &amp; Finance. It helps for the ascertainment of cost, fixation of selling price, proper recording and presentation of cost data to management for measuring efficiency and for cost control and cost reduction, ascertaining the profit of each activity, assisting management in decision making. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2.</b>	<b>Objectives of the course</b>
•	To make students aware of cost structures & elements
•	To understand various techniques & methods of cost accounting
•	To understand various aspects of material control & wastages
•	To understand the reasons for the difference in two sets of books
•	To let them know about the cost sheet & tender price
•	To make them aware of the different process of costing

<b>3</b>	<b>Course Outcome</b>
•	Define various components of the total cost [Direct/Indirect/Fixed/Variable]
•	Determine the various types of centers i.e. cost centers
•	Use cost sheet for computing per unit cost & total cost
•	Determine the basis for computing tender price of contract

<b>Detailed Syllabus</b>		
<b>Cost Accounting (Methods of Costing) – II</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. Of Lectures</b>
<b>1</b>	<b>Classification of Costs and Cost Sheet</b>	<b>10</b>
	Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Problems on the preparation of cost sheet& Estimated Cost sheet	
<b>2</b>	<b>Unit costing, Job Costing &amp; batch costing</b>	<b>15</b>
	Unit Costing – introduction, Unit costing method, Prepare & calculate cost under Unit costing method Job Costing-Introduction, accounting entries for cost elements, calculate cost per job Batch costing –introduction, batch costing methods, accounting entries for cost elements, calculate the cost for a batch Practical Problems	
<b>3</b>	<b>Contract Costing</b>	<b>15</b>
	Meaning of Contract Costing, Recording of contract cost, Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit, and Balance sheet entries. Escalation clause Practical Problems	
<b>4</b>	<b>Process Costing</b>	<b>10</b>
	Meaning of Process Costing, Costing procedure, Treatment of Normal loss, Abnormal gains, and losses. Excluding Equivalent units, Inter-process profit Practical Problems Process Costing	
<b>5</b>	<b>Joint products &amp; by-product costing</b>	<b>10</b>
	Meaning of Joint products & by-product costing Differentiate between Joint products & by-product costing Methods of apportionment of joint costs to joint products and to by-products Treatment of by-products cost in cost accounting Practical Problems	

5	References Books
	<b>Cost Accounting - Introduction and Element of Cost – I</b>
•	<ul style="list-style-type: none"><li>• <i>Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi</i></li><li>• <i>Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li><li>• <i>Cost Accounting by JawaharLal and SeemaSrivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li><li>• <i>Cost Accounting by Ravi M. Kishore, Taxmann Ltd., New Delhi</i></li><li>• <i>Principles and Practices of Cost Accounting by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta</i></li><li>• <i>Cost Accounting Theory and Practice by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li><li>• <i>Cost Accounting Principles and Practice by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi</i></li><li>• <i>Advanced Cost and Management Accounting: Problems and Solutions by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi</i></li><li>• <i>Cost Accounting by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana</i></li><li>• <i>Modern Cost and Management Accounting by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li></ul>

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**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

**3. Auditing (Techniques of auditing and audit procedures) - II**

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH) The Choice Based Credit, Grading, and Semester System to be implemented through this curriculum would allow students to know about various vouching, verification techniques, also will make them aware of the standards to be followed for auditing &amp; also the procedural compliances that are followed while appointing/removing an auditor. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2.</b>	<b>Objectives of the course</b>
•	To make students aware of vouching for income & expenditure
•	To understand how assets & liabilities shown in the books are verified
•	To understand various Auditing standards to be followed while auditing
•	To make them aware of the procedural compliances of appointing/removing an auditor

<b>3</b>	<b>Course Outcome</b>
•	Define various components of total cost [Direct/Indirect/Fixed/Variable]
•	Determine the various types of centers i.e. cost centers
•	Use cost sheet for computing per unit cost & total cost
•	Determine the basis for computing tender price of contract

*S.Y.B.Com. A&F Syllabus*

<b>Detailed Syllabus</b>		
<b>Auditing (Techniques of auditing and audit procedures) - II</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. Of Lectures</b>
<b>1</b>	<b>Vouching</b>	<b>15</b>
1.1	Audit of income: Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received	
1.2	Audit of Expenditure: Purchases, Salaries & Wages, Rent, Insurance Premium, Telephone expense, Petty cash payment, Advertisement, Travelling Salesmen's Commission, Freight Carriage and Custom Duties	
<b>2</b>	<b>Verification</b>	<b>15</b>
2.1	Audit of assets: Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, Patent Rights	
2.2	Audit of Liabilities: Outstanding Expenses, Accounts Payable, Secured loans, Unsecured Loans, Contingent Liabilities, Public Deposits	
<b>3</b>	<b>Auditing Standards</b>	<b>15</b>
3.1	Meaning Procedure of issuing Auditing Standards in India Brief overview of Auditing Standards in India Scope of SAS Significance of the Auditing Standards Responsibility of auditor for auditing standards	
3.2	Understanding of following standards: SA 200, SA210, SA230, SA240, SA 250, SA300, SA315, SA320, SA505	
<b>4</b>	<b>Audit of Companies</b>	<b>15</b>
	Qualifications, Disqualifications, Appointments, Reappointment, Removal of auditors. Special auditors Branch auditors Rights and duties of company auditors	

**Note:** Relevant Law/statute/Rules in force and relevant Standards in force on 1st April immediately preceding commencement of Academic Year is applicable for ensuring examination after the relevant year.

Board of Studies-in-Accountancy, University of Mumbai

<b>5</b>	<b>References Books</b>
	<b>Auditing (Techniques of auditing and audit procedures) - II</b>
	<ul style="list-style-type: none"><li>• <i>Contemporary Auditing by Kamal Gupta published by Tata McGraw Hills</i></li><li>• <i>A Handbook of Practical Auditing by B N Tandon published by S Chand &amp; Co. New Delhi</i></li><li>• <i>Fundamentals of auditing by Kamal Gupta and Ashok Arora published by Tata McGraw Hills</i></li><li>• <i>Textbook of Auditing by Batra and Bagradia published by Tata McGraw Hills</i></li><li>• <i>Practical Auditing by S V Ghatalia published by Spicer &amp; Pegler</i></li></ul>

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***1. Elective Courses (EC)***

**4. Taxation - I (Direct Taxes Paper- I)**

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is a under graduate course of Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel affiliated to University of Mumbai. There is Choice Based Credit, Grading and Semester System to be implemented through this curriculum, developing learners towards basic fundamentals in the area of direct taxes. Learners who will pursue this course will understand the provisions and procedure to compute total income under different heads of income. The conceptual understanding will help in developing real-life situations involving taxation &amp; to equip them with techniques for taking tax-sensitive decisions. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the course</b>
	<ul style="list-style-type: none"><li>• To acquaint the students with basic principles underlying the provisions of direct &amp; indirect taxes laws &amp; to develop a broad understanding of the tax laws &amp; accepted tax practices</li></ul>
	<ul style="list-style-type: none"><li>• To give an understanding of the relevant provisions of direct tax code</li></ul>
	<ul style="list-style-type: none"><li>• To introduce practical aspects of tax planning as an important managerial decision-making process.</li></ul>
	<ul style="list-style-type: none"><li>• Expose the participants to real-life situations involving taxation &amp; to equip them with techniques for taking tax sensitive decisions</li></ul>
	<ul style="list-style-type: none"><li>• To understand the provisions and procedure to compute total income under five heads of income i.e. Salaries, house property, profit &amp; gains from business &amp; profession, capital gains, and other sources.</li></ul>

<b>3</b>	<b>Course Outcome</b>
	<ul style="list-style-type: none"><li>• By the end of the course students will able to describe how the provisions of direct tax laws and to develop a broad understanding of the tax laws &amp; accepted tax practices</li></ul>
	<ul style="list-style-type: none"><li>• Students of the course will be able to explain different types of incomes &amp; their taxability &amp; expenses &amp; their deductibility</li></ul>
	<ul style="list-style-type: none"><li>• Students who complete this course will be able to learn various direct taxes &amp; their implication in practical situations</li></ul>
	<ul style="list-style-type: none"><li>• Students of the course will able to state the use of various deductions to reduce the taxable income.</li></ul>

<b>Detailed Syllabus</b>		
<b>Taxation-II (Direct Taxes Paper- I)</b>		
Sr. No.	Modules / Units	No. of Lectures
<b>1</b>	<p><b>Basic Concepts,</b> Residential Status, Scope of Total Income and Income which do not part of total income</p> <p><b>Basic Concepts-</b> Basic related to Income Tax Definitions u/s – 2: Assessee, Assessment Year, Assessment, Annual value, Business, Capital asset, Income, Person, Previous Year, Transfer</p> <p><b>Basis of Charge :</b> Section 3 – 9 – Previous Year, Residential Status, Scope Of Total Income, Deemed Income Income which does not part of total income: Section 10</p> <p><b>Note -Exemptions related to specific Heads of Income to be covered with Relevant Provisions.</b></p>	<b>10</b>
<b>2</b>	<p><b>Heads of Income</b></p> <p><b>Various Heads of Income</b> <b>Salary Income:</b> Section 15 – 17, Including relief under section 89</p> <p><b>Income From House Property :</b> Section 22 – 27, Including Section 2 – Annual Value</p> <p><b>Profits &amp; Gains From Business &amp; Profession :</b> Section 28-44D excluding section 35AD, 35 2(AA)35 (2AB),35CCA, 35CCC, 35CCD,35D,35DDA</p> <p><b>Capital Gains :</b> Section 45- 55</p> <p><b>Income from Other Sources:</b> Section 56 – 59</p>	<b>30</b>
<b>3</b>	<p><b>Deductions under Chapter VI – A</b></p> <p>80 A- Restriction on a claim in Chapter VI- A deductions Deductions under Chapter VI – A ( related to individual and HUF)</p>	<b>8</b>
<b>4</b>	<p><b>Computation of Total Income &amp; Tax liability</b></p> <p>Computation of Total Income of Individual and HUF with respect to above heads and deductions</p>	<b>12</b>

**Note:** Relevant Law/Statute/Rules in force and relevant Standards in force on 1st April immediately preceding commencement of Academic Year is applicable for ensuring examination after relevant year.

5	Reference Books
	<ul style="list-style-type: none"><li>• <i>Direct Taxes Law &amp;Practice by V. K. Singhanian – Taxman</i></li><li>• <i>Systematic Approach to Direct Tax by Ahuja &amp; Gupta – Bharat Law House</i></li><li>• <i>Income Tax Ready Reckoner by Dr. V. K. Singhanian – Taxman</i></li><li>• <i>Direct Tax Laws by T. N. Manoharan – Snow White</i></li></ul>

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***1. Elective Courses (EC)***

***5. Principles & Practices of Banking***

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduate course of Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel affiliated to University of Mumbai. There is Choice Based Credit, Grading and Semester System to be implemented through this curriculum, developing learners towards basic fundamentals in the area of Banking. Learners who will pursue this course will be able to acquire the knowledge about various functions associated with banking, Practice &amp; procedures relating to deposit &amp; credit, documentation, monitoring &amp; control, also an insight into the marketing of banking services &amp; banking technology. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the course</b>
•	To introduce students to principles & practices of modern banking
•	To introduce students to banking and its regulation in an international context.
•	To make students explore the structure of banking & topical issues in banking
•	To expose students in the various ways of estimating bank performance, risk, competition and other relevant measures by using bank data.

<b>3</b>	<b>Course outcomes</b>
•	Students by the end will be able to identify and review banks' major risks, risk management techniques and strategies
•	Students will be able to estimate bank performance, risk, and efficiency and competition measures and understand their relevance in explaining issues of systemic risk, regulation, and the financing conditions in the economy.
•	Students will be able to understand the dynamic changes of the banking industry and the policy responses because of the recent crisis
•	Students will be able to learn ethical issues in banking and consider their implications for conduct of business.

<b>Detailed Syllabus</b>		
<b>Principles &amp; Practices of Banking</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Indian Financial Systems</b>	<b>15</b>
	Indian Financial Systems – An overview Banking regulations Introduction to retail banking, wholesale banking & international banking Role of money market, debt market, capital market, Forex market & SEBI Mutual Funds, Insurance Companies & IRDA Factoring, Forfeiting services & off balance sheet items Risk management, Introduction to Basel norms CIBIL, Fair Practices code for debt collection	
<b>2</b>	<b>Functions of Banks &amp; related issues</b>	<b>20</b>
	Banker customer relationship KYC/AMF/CFT norms Bankers special relationship Consumer Protection – COPRA, Banking Ombudsman Scheme Payment & collection of cheque and other negotiable instruments Opening accounts of various types of customers Ancillary services Cash operations Principles of lending, working capital assessment & credit monitoring Priority sector advances Agricultural finance Micro, Small & Medium enterprises- MSMED Act, the Policy package Government sponsored schemes- SGSY, SJSRY, PMRY, SLRS Self-help groups Credit cards, home loans, personal loans & consumer loans Documentation Different types of charging securities Types of collaterals & their characteristics Non-performing assets Financial inclusion	
<b>3</b>	<b>Banking Technology</b>	<b>15</b>
	Payment Systems & Electronic Banking Data Communication & EFT System Role of Technology & its impact on Banks	
<b>4</b>	<b>Marketing &amp; Services of Banking</b>	<b>10</b>
	Marketing, Social Marketing Consumer Behaviour & Product Pricing, Distribution & Channel management	

5	Reference Books
	<b>Principles &amp; Practices of Banking</b>
	<ul style="list-style-type: none"><li>• <i>Bank Financial Management Paperback- 2010 by IIBF (Indian Institute of Banking &amp; Finance)</i></li><li>• <i>Money banking and financial Paperback- 2009 by N K Sinha</i></li><li>• <i>Principles and practices of banking Paperback- 2015 by IIBF (Indian Institute of Banking &amp; Finance)</i></li><li>• <i>Principles and practices of banking 11 edition Paperback – 2015 by N S Toor, Arun Deep Toor</i></li><li>• <i>Principles of banking (with case studies) Hardcover – 2009 by Rakesh Kumar</i></li><li>• <i>Modern Banking in India, Gupta</i></li></ul>

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***2A. Ability Enhancement Courses (AEC)***

**1. Information Technology in Accountancy - I**

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the knowledge of Indian business law. It helps to provide the brief idea about the legal framework of Indian Business Law and to know the role of law in an economic and business context. It also helps to acquaint knowledge of the legal environment of business and corporate laws. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the syllabus</b>
•	To understand the basics of computer & communication system
•	To understand database management
•	To understand web & its uses
•	To understand how the network works

<b>3</b>	<b>Course Outcome</b>
•	To learn the basics of computer & communication system
•	To learn knowledge data delivery
•	To learn the concept of application in business
•	To learn database & storage management
•	To learn various types of memory

4	Detailed Syllabus	
Information Technology in Accountancy - I		
Sr. No.	Modules / Units	No. of Lectures
1	<b>Introduction to Computers</b>	08
	History of Computers, Parts of Computers Hardware: Specifications and Data Storage Management Software: Concept of System Software and Applications Networking: Introduction and types of network topologies	
2	<b>Office Productivity Tools</b>	20
	<b>MS Word:</b> Creating, Editing, Formatting and Printing of Documents, Using Tools, Mail-merge and Print Review and Set-up <b>MS Excel:</b> Creating Worksheet, Creating Various Formulae, Creating Charts, Rename and Copy of Worksheets, Using Tools, Printing Review and Set-up <b>PowerPoint:</b> Create Project Report, Create Slides, Animation, Page Designing, Insert Image, View Page, and Print Review, and Set-up. Use of Tools In Accounting :- Preparation of vouchers, invoices, and reports, Calculation of Interest, Depreciation, TDS, Salary, Taxes, inventory, and reconciliation	
3	<b>Web</b>	08
	Use of Various Web Browser, Information Searching Tools Downloading, Create New email ID, Sending Data through email Search engine optimisation	
4	<b>Introduction to Internet and other emerging technologies</b>	08
	Introduction – Internet components – electronic commerce – e-commerce applications – Electronic Data Exchange – Extranet – Payment systems – Risks and security considerations – Legal issues Other emerging technologies – Cloud computing, Mobile computing, Artificial Intelligence & Machine learning	
5	<b>Electronic Commerce</b>	08
	Meaning, Advantages and Limitations of E-Commerce, The role of Strategy in E-Commerce, Value chains in E-Commerce, Infrastructure for Electronic Commerce Web-Based Tools for Electronic Commerce, Electronic Commerce software, Security Threats to electronic Commerce Implementing Security for Electronic Commerce, Electronic Payment Systems, Strategies for Marketing, Sales & Promotion Strategies for Purchasing Logistics & Support Activities, Electronic Markets & Communities, Business Plans for Implementing Electronic Commerce.	
6	<b>Mobile Commerce</b>	08
	Introduction, History, Concepts, Characteristics, components, supporting technology, Mobile security, mobile application, payment system.	

5	Reference Books
•	<ul style="list-style-type: none"><li>• <i>Fundamentals of Computers – Rajaram V – Prentice Hall</i></li><li>• <i>Computer today (3rd edition) – Sanders, Donald H – McGraw Hill</i></li><li>• <i>Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall</i></li><li>• <i>Computers – Subramaniam N – Wheeler</i></li><li>• <i>Introduction to Computers – Xavier C. – New Age</i></li><li>• <i>Computer in Business – Sanders D – McGraw Hill</i></li><li>• <i>Computers and Information Management – S C Bhatnagar &amp; V Ramant – Prentice Hall</i></li><li>• <i>Internet for Business – Brummer, Lavrej – Cambridge</i></li><li>• <i>E-mail for Everyone – Leon Alexis &amp; leon – Methews Basic Computer Programmes for Business – Sternberg C – New Jersey Hayden</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III Syllabus**

**To be implemented from the Academic year 2020-2021**

**3. Core Courses (CC)**

**1. Business Law (Business Regulatory Framework) – II**

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the knowledge of Indian business law. It helps to provide a brief idea about the legal framework of Indian Business Law and to know the role of law in an economic and business context. It also helps to acquaint knowledge of the legal environment of business and labour laws. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To help the learner to understand the legal environment in a country.
•	To enable the learner to know the functioning of a different form of business like LLP and Partnership Act.
•	To provide the students with knowledge of legal principles.
•	To study the nature and scope of business economics.

<b>3</b>	<b>Course Outcomes</b>
•	It enable the learner to appreciate the relevance of business law to individuals and business.
•	Learners are able to identify the fundamental legal principles behind contractual agreements
•	Learner acquired problem solving techniques and to be able to present coherent, concise legal argument.

4	<b>Detailed Syllabus</b>	
<b>Business Law (Business Regulatory Framework) - II</b>		
Sr. No.	Modules / Units	No. of Lectures
<b>1</b>	<b>The Indian Partnership Act – 1932</b>	<b>10</b>
	<ul style="list-style-type: none"> <li>• Concept of Partnership, Kinds of partnership</li> <li>• Partnership and Company</li> <li>• Test for determination of existence for partnership</li> <li>• Registration and effects of non-registration of Partnership</li> <li>• Rights and Duties of Partners</li> <li>• Authority and Liability of partners</li> <li>• Admission, Retirement and Expulsion of Partner</li> <li>• Dissolution of Partnership</li> </ul>	
<b>2</b>	<b>Limited Liability Partnership Act – 2008</b>	<b>08</b>
	<ul style="list-style-type: none"> <li>• Nature of Limited Liability Partnership</li> <li>• Incorporation of Limited Liability Partnership</li> <li>• Extent and Limitation of Liability of Limited Liability Partnership and Partners</li> <li>• Contributions</li> <li>• Conversion Into Limited Liability Partnership</li> <li>• Winding Up and Dissolution</li> </ul>	
<b>3</b>	<b>Industrial Law</b>	<b>20</b>
	<ul style="list-style-type: none"> <li>• Industrial Disputes Act, 1947: Definition, Authorities, Awards, Settlements, Strikes Lockouts, Lay Offs, Retrenchment and Closure</li> <li>• The Trade Union Act, 1926: Objectives, Function, Formation, Regulation, Rights, and Liabilities</li> <li>• The Factory Act 1948: Definitions, Provisions pertaining to Health, Safety, and Welfare</li> <li>• Employee State Insurance Act 1948: Definition and Employees Provident Fund</li> <li>• The payment of Wages Act 1948: Objectives, Definition, Authorised Deductions</li> </ul>	
<b>4</b>	<b>Intellectual Property Rights</b>	<b>12</b>
	<ul style="list-style-type: none"> <li>• IPR definition/objectives</li> <li>• Patent definition. What is patentable &amp; not patentable? Invention And its Attributes, Inventors and Applications</li> <li>• Trademarks, definition, types of trademarks, infringement, and passing off.</li> <li>• Copy right definition and subject in which copyright exists, Originality, Meaning and Content, Authors and Owners, Rights, and Restrictions.</li> <li>• Plagiarism</li> </ul>	

5	Reference Books
•	<ul style="list-style-type: none"><li>• <i>An introductory guide to Central Labour Legislation – W A Dawson</i></li><li>• <i>Industrial Law – P L Malik</i></li><li>• <i>Personnel Management and Industrial relations – Kapur S , Punia B – Gurgaon SK</i></li><li>• <i>Labour participation in Management – Mhetras V Manaklals</i></li><li>• <i>Law of Partnership, by J P Singhal (Author)</i></li><li>• <i>Partnership Act, 1932 with State Amendments</i></li><li>• <i>The Law Of Partnership, P.C. Markanda</i></li><li>• <i>Indian Partnership Act 1932</i></li><li>• <i>Limited Liability Partnership Act 2008</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III Syllabus**

**To be implemented from the Academic year 2020-2021**

**3. Core Courses (CC)**

**2. Research Methodology in Accounting and Finance**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance to develop the research skill. It helps to analyze and enhance the ability of learners for better understanding, interpretation, analysis, and presentation of Research Report. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To enhance the abilities of the learners to develop the research skill.
•	To enable the learners to understand, develop and apply the techniques of the research design for various researches.
•	To analyze and enhance the ability of learners for better understanding, interpretation, analysis, and presentation of Research Report.

<b>3</b>	<b>Course Outcomes</b>
•	Use Literature while preparing for research, research design and further searches.
•	Explain the Research terminologies and methodologies and interpret, analysis and presentation of the report.
•	Demonstrate a basic understanding of Research, Research Design, and Report Writing.

<b>4</b>	<b>Detailed Syllabus</b>	
<b>Research Methodology in Accounting and Finance</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Introduction to Research</b>	<b>08</b>
	Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research. Formulation of the research problem: Meaning and Selection Review of Literature	
<b>2</b>	<b>Research Design in Accounting and Finance</b>	<b>06</b>
	Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs	
<b>3</b>	<b>Data Collection and Processing</b>	<b>08</b>
	Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Secondary data: Sources and Limitations Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Use of computer and internet in data collection and processing	
<b>4</b>	<b>Statistical Analysis</b>	<b>24</b>
	Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis. Probability	
<b>5</b>	<b>Testing of Hypothesis</b>	<b>08</b>
	Different types of test for testing of hypothesis F Test, T Test, Z Test, Chi-Square	
<b>6</b>	<b>Interpretation and Report Writing</b>	<b>06</b>
	Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types	

<b>5</b>	<b>Reference Books</b>
•	<ul style="list-style-type: none"><li>• <i>Research Methods in Accounting, Malcolm Smith</i></li><li>• <i>Research Methods and Methodology in Finance and Accounting, by Viv Beattie and Bob Ryan</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III Syllabus**

**To be implemented from the Academic year 2020-2021**

***2B. Skill Enhancement Courses (SEC)***

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

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance to give them an outline about the participants in the Financial Markets. It helps to make them aware of the primary and secondary markets. It also make the students aware about the share and debt markets. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To give them an outline about the participants in the Financial Markets.
•	To aware the students about share and debt markets and name their collective name
•	To aware the students about the instruments of the money & bond
•	To make them capable to distinguish between fixed-interest & interest-bearing markets
•	To make them aware of the primary and secondary markets

<b>3</b>	<b>Course Outcome</b>
•	Students will able to understand the Australian Banking system & describe the role of regulatory bodies in regulating how banks manage their capital
•	Students will able to apply different valuation techniques to determine share prices.
•	Students will able to describe the characteristic of different types of debt securities and be able to price them

*S.Y.B.Com. A&F Syllabus*

<b>4</b>	<b>Detailed Syllabus</b>	
<b>Foundation Course in Commerce (Financial Market Operations) - III</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>An Overview of the Financial System</b>	<b>05</b>
	Saving and Investment Money, Inflation and Interest Banking and Non-Banking Financial Intermediaries	
<b>2</b>	<b>Financial Markets</b>	<b>15</b>
	Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market, Structure of Financial Market in India Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India, Secondary Market System Bond Market in India Debt Market in India	
<b>3</b>	<b>Financial Instruments</b>	<b>10</b>
	Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield REPO, TBs, Equities, Bonds, Derivatives, others	
<b>4</b>	<b>Financial Services</b>	<b>15</b>
	Merchant Banking: Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper	

5	Reference Books
	<ul style="list-style-type: none"><li>• <i>Social and Economic Problems in India, Naseem Azad, R Gupta Pub ( 2011)</i></li><li>• <i>Indian Society and Culture, Vinita Padey, Rawat Pub (2016)</i></li><li>• <i>Social Problems in India, Ram Ahuja, Rawat Pub (2014)</i></li><li>• <i>Faces of Feminine in Ancient , medieval and Modern India, Mandakranta Bose Oxford University Press</i></li><li>• <i>National Humana rights commission- disability Manual</i></li><li>• <i>Rural, Urban Migration : Trends, challenges &amp; Strategies, S Rajagopalan, ICFAI-2012</i></li><li>• <i>Regional Inequilities in India Bhat L SSSRD- New Delhi</i></li><li>• <i>Urbanisation in India: Challenges, Opportunities &amp; the way forward, I J Ahluwalia, Ravi Kanbur, P K Mohanty, SAGE Pub ( 2014)</i></li><li>• <i>The Constitution of India, P M Bakshi 2011</i></li><li>• <i>The Problems of Linguistic States in India, Krishna Kodesia Sterling Pub</i></li><li>• <i>Politics in India: structure, Process and Policy Subrata Mitra, Rouutlege Pub</i></li><li>• <i>Politics in India, Rajani Kothari, Orient Blackswan</i></li><li>• <i>Problems of Communalism in india, Ravindra Kumar Mittal Pub</i></li><li>• <i>Combating communalism in India: Key to National Integration, Kawal Kishor Bhardwaj, Mittal Pub</i></li></ul>

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**S.Y.B.Com. Accounting & Finance Syllabus**

**To be implemented from the Academic year 2020-2021**

**Semester IV**

Sr.No.	Course Code	Course Title	Credits	L / Week
1	UAF4FA4	Financial Accounting (Special Accounting Areas) – IV	3	4
2	UAF4MAC	Management Accounting (Introduction to Management Accounting)	3	4
3	UAF4TX2	Taxation - III (Direct Taxes Paper- I)	3	4
4	UAF4IT2	Information Technology in Accountancy - II	3	4
5	UAF4BL3	Business Law (Business Regulatory Framework) – II	3	4
6	UAF4EC2	Business Economics- II (Macro Economics)	3	4
7	UAF4FCIV	<b>Any one course from the following list of the courses</b> a. Foundation Course – IV b. Foundation Course in NSS – IV c. Foundation Course in NCC – IV d. Foundation Course in Physical Education – IV	2	4

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

**1. Financial Accounting  
(Special Accounting Areas) – IV**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the pattern of the final account of the company. It helps to provide the knowledge of redemption of preference shares and debentures. It also helps to understand the conversion of foreign currency into reporting currency. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To describe the pattern of the final account of the company
•	It provides the knowledge of redemption of preference shares and debentures
•	To differentiate profit and loss prior to incorporation and post-incorporation
•	To understand the conversion of foreign currency into reporting currency

<b>3</b>	<b>Course Outcomes</b>
•	Learners understanding about final accounts of the companies
•	Learn about redemption provisions of preference shares and debentures
•	Work with profit prior to incorporation and post-incorporation profits

4	<b>Detailed Syllabus</b>	
<b>Financial Accounting (Special Accounting Areas) – IV</b>		
Sr. No.	Modules / Units	No. of Lectures
<b>1</b>	<b>Underwriting of shares &amp; debentures</b>	<b>10</b>
	Introduction, Underwriting, Underwriting Commission Provision of Companies Act with respect to Payment of underwriting commission Underwriters, Sub-Underwriters, Brokers and Manager to issues, Types of underwriting, Abatement Clause Marked, Unmarked and Firm-underwriting applications, Liability of the underwriters in respect of underwriting contracts . Practical problems	
<b>2</b>	<b>Redemption of Preference Shares</b>	<b>12</b>
	Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules., Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalisation of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet) Note: Companies governed by Section 133 of the Companies Act, 2013 and comply with the accounting standards prescribed for them. Hence, the balance in security premium account not to be utilised for the premium payable on redemption of preference shares.	
<b>3</b>	<b>Buy Back of Shares</b>	<b>10</b>
	Company Law / Legal provisions (including related restrictions, power, transfer to capital redemption reserve account and prohibitions). Compliance of conditions including sources, maximum limits and debt-equity ratio. Cancellation of Shares Bought back(Excluding Buy Back of minority shareholding) - Practical problems	
<b>4</b>	<b>Redemption of Debentures</b>	<b>12</b>
	Introduction: Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lumpsum and by payment in installments (excluding from by purchase in open market), Conversion. (Question on entries. ledgers and/or Balance Sheet and /or redemption of debentures)	
<b>5</b>	<b>Preparation of Final Accounts of Companies</b>	<b>16</b>
	Relevant provisions of Companies Act related to the preparation of Final Account (excluding cash flow statement) Preparation of financial statements as per Companies Act. AS 1 in relation to final accounts of companies (disclosure of accounting policies)	

5	Reference Books
	<ul style="list-style-type: none"><li>• <i>Introduction to Accountancy</i> by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi</li><li>• <i>Advance Accounts</i> by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi • <i>Advanced Accountancy</i> by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi</li><li>• <i>Modern Accountancy</i> by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai • <i>Financial Accounting</i> by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi</li><li>• <i>Financial Accounting for Management</i> by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai</li><li>• <i>Financial Accounting</i> by P.C. Tulsian, Pearson Publications, New Delhi</li><li>• <i>Accounting Principles</i> by R.N. Anthony and J.S. Reece, Richard Irwin, Inc</li><li>• <i>Financial Accounting</i> by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida</li><li>• <i>Financial Accounting</i> by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai</li><li>• <i>Financial Accounting</i> by V. Rajasekaran, Pearson Publications, New Delhi</li><li>• <i>Introduction to Financial Accounting</i> by Horngren, Pearson Publications, New Delhi</li><li>• <i>Financial Accounting</i> by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</li><li>• <i>Financial Accounting a Managerial Perspective</i>, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi Management Accounting (introduction</li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

**2. Management Accounting  
(Introduction to Management Accounting)**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance to introduce the concept of management Accounting. It helps to analyse and interprets the financial statements. It also helps to manage and calculate the working capital requirement of the firm. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To introduce the concept of management Accounting.
•	How to analyse and interprets financial statement.
•	How to analysis cash flow of business
•	How to manage and calculate the working capital requirement of the firm.

<b>3</b>	<b>Course Outcomes</b>
•	Understand the concept of management accounting
•	Analyses and interpret the financial statements.
•	Calculate various ratios from the financial statements.
•	Do cash flow analysis.
•	Manage working capital requirement estimations of the firm.

<b>4</b>	<b>Detailed Syllabus</b>	
	<b>Management Accounting (Introduction to Management Accounting)</b>	
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Introduction to Management Accounting</b>	<b>05</b>
	Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting	
<b>2</b>	<b>Analysis and Interpretation of Accounts</b>	<b>10</b>
	a) Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis b) Trend Analysis. c) Comparative Statement. d) Common Size Statement. NOTE: Practical Problems based on the above (a) to (d)	
<b>3</b>	<b>Financial Statement analysis: Ratio analysis</b>	<b>15</b>
	Meaning of financial Statement Analysis, steps, Objective and types of Analysis. Ratio analysis: Meaning, classification, Du Point Chart, advantages and Limitations. Balance Sheet Ratios Revenue Statement Ratios Combined Ratio Practical problems on the Calculation of ratio and write comments on it.	
<b>4</b>	<b>Cash Flow Statement</b>	<b>12</b>
	Preparation of Cash Flow Statement with reference to Accounting Standard .3. (Indirect method) and Direct Method	
<b>5</b>	<b>Working Capital Management</b>	<b>08</b>
	Concept, Nature of Working Capital, Planning of Working Capital Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization Operating Cycle Practical Problems	
<b>6</b>	<b>Cash Budget</b>	<b>10</b>
	Meaning, Objectives, importance & Advantages of cash budget Types of cash budget Practical problems	

5	Reference Books
<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>• <i>Cost Management by Saxena &amp; Vashist</i></li><li>• <i>Cost &amp; Management Accounting by Ravi N.Kishor ,Publication Taxmonth</i></li><li>• <i>Essential of Management Accounting by P.N.Reddy,Himalaye</i></li><li>• <i>Advanced Management Accounting by Robert S Kailar,Holl</i></li><li>• <i>Financial Of Management Accounting by S.R.Varshney,Wisdom</i></li><li>• <i>Introduction Of Management Accounting by Charbs T Horngam, PHI Learnng</i></li><li>• <i>Management Accounting by I.m.Pandey, Vikas</i></li><li>• <i>Cost &amp; Management Accounting by D.K.Mattal,Galgotia</i></li><li>• <i>Management Accounting by Khan &amp; Jain,Tata Megaw</i></li><li>• <i>Management Accounting by R.P.Resstogi</i></li></ul>

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**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

**3. Auditing- III**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The the course is designed to guide students of B.Com accounting and finance with the knowledge of Auditing, where students will be getting to learn about various audit opinions that auditor is supposed to express, how effective computerised the environment can be for audit tools &amp; also about the professional ethics that are to be followed by the auditor while carrying the investigation with due diligence. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's Performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To introduce the concept of management Accounting.
•	How to analyse and interpret the financial statements.
•	How to analysis cash flow of business
•	How to manage and calculate the working capital requirement of the firm.

<b>3</b>	<b>Course Outcomes</b>
•	Understand the concept of management accounting
•	Analyses and interpret the financial statements.
•	Calculate various ratios from the financial statements.
•	Do cash flow analysis.
•	Manage working capital requirement estimations of the firm.

<b>Detailed Syllabus</b>		
<b>Auditing- III</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Audit Report</b>	<b>15</b>
	Reporting requirement under the Companies Act Qualifications in the Audit Report, Disclaimers in Audit Report Adverse Opinion, Disclosures, Reports & Certificate	
<b>2</b>	<b>Audit under Computerized Information System Environment</b>	<b>15</b>
	Special aspects of CIS Audit Environment, Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of a computer for internal and management audit purposes Audit tools, test packs, computerized audit programmes Special aspects in Audit of E-Commerce Transaction	
<b>3</b>	<b>Professional Ethics</b>	<b>15</b>
	Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act and the Regulations thereunder The Chartered Accountant Act Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice Disabilities for the purpose of Membership Disciplinary Procedure Professional Misconduct	
<b>4</b>	<b>Investigation and Due Diligence</b>	<b>15</b>
	Introduction Auditing and Investigation Steps in Investigation Special aspects in connection with Business Investigation Types of Investigation (only introduction) Meaning of Due Diligence Purpose of Due Diligence	

**Note:** Relevant Law/statute/Rules in force in force on 1st April immediately preceding The commencement of Academic Year is applicable for ensuring examination after Relevant year.

Board of Studies-in-Accountancy, University of Mumbai

5	Reference Books
	<ul style="list-style-type: none"><li>• <i>Contemporary Auditing by Kamal Gupta, Tata Mc-Graw Hill, New Delhi</i></li><li>• <i>A Hand-Book of Practical Auditing by B.N. Tandon, S. Chand and Company, New Delhi</i></li><li>• <i>Fundamentals of Auditing by Kamal Gupta and Ashok Arora, Tata McGraw Hill, New Delhi</i></li><li>• <i>Auditing: Principles and Practice by Ravinder Kumar, Virender Sharma, PHI Learning Pvt. Ltd., NewDelhi</i></li><li>• <i>Auditing and Assurance for CA IPCC by Sanjib Kumar Basu, Pearson Education, New Delhi</i></li><li>• <i>Contemporary Auditing by Kamal Gupta, McGrow Hill Education Pvt. Ltd., New Delhi</i></li><li>• <i>Fundamentals of Auditing by Kamal Arora and Ashok Gupta, Tata McGraw Hill, New Delhi</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

**4. Taxation - II (Direct Taxes- II)**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the knowledge of Indian taxation law. It helps to provide a brief idea about the filing of the income tax returns. It also helps to acquaint knowledge of PAN, TDS and other different aspects of direct taxes. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To study Clubbing of Income from assets transferred to a person for the benefit of spouse, income from assets transferred to a person for the benefit of a spouse attracts the provisions on clubbing of income.
•	To learn various provisions under heads of income for enabling assessee to carry forward & set-off in the previous year as well as in the future. Learn limitations for a number of years, for which losses can be carried forward and set-off.
•	To learn with these objectives, an investor needs to generate income from his investments
•	To learn basic concept & objective of Tax Deducted at Source is to collect taxes at the very source of income.

<b>3</b>	<b>Course Outcomes</b>
•	By the end of the course students will able to understand the Indian Income tax system.
•	Understood fundamental Concepts of Indian Income tax act 1961
•	Apply Income tax laws and solves the problems.
•	Analyses and evaluates tax information and issues.
•	Communicate effectively and orally income tax act information to income tax issues.

<b>Detailed Syllabus</b>		
<b>Taxation – II (Direct Taxes – II)</b>		
<b>Sr. No.</b>	<b>Modules/ Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Clubbing of Income - Section 60 to 65</b>	<b>8</b>
<b>2</b>	<b>Set Off &amp; Carry Forward of Losses – Section 70 to 74)</b>	<b>8</b>
<b>3</b>	<b>Computation of Income of Partnership Firm in Relation to Sec: 40(b) &amp; Tax Thereon With Applicable Rate of Tax</b>	<b>8</b>
<b>4</b>	<b>Return of Income &amp; Self-Assessment</b>	<b>6</b>
<b>5</b>	<b>Tax Deduction at Source &amp; Tax collected at Source</b>	<b>10</b>
	<b>Basic Aspects of Deduction of Taxes at Source</b> Sec. 191 – Direct payment; Sec. 192 – TDS on Salary; Sec. 194A – TDS on Interest; Sec. 194C – TDS on Contractor; Sec. 194H – TDS on Commission; Sec. 194I – TDS on Rent; Sec. 194J – TDS on Professional Fees; Sec. -194N – TDS on cash withdrawal; Sec. 195 A – Income payable net of tax; Sec. 197 Certificate of Tax at lower Rate; Sec. 197A Certificate of Tax at Nil Rate Sec. 200 – Duty of person deducting tax (Rule 30 & 31A) Sec. 201 – consequence of failure to deduct or pay Sec. 202 – deduction only one mode of recovery Sec. 203 – Certificate of tax deducted Sec. 203AA- Furnishing of statement of tax deducted Sec. 204 – Person responsible for paying TDS Sec206- Tax collected at Source	
<b>6</b>	<b>Advance Tax (Section 207 to section 211 and 219)</b>	<b>6</b>
<b>7</b>	<b>Interest &amp; Penalties</b>	<b>8</b>
	Interest Payable - (Sec 234A, Sec. 234B, Sec. 234C, Sec. 234D, Sec. 234E & Sec. 234F) Penalty – (Sec. 270A, Sec. 271C, Sec. 271CA & Sec. 273)	
<b>8</b>	<b>Practical Income-Tax</b>	<b>6</b>
	PAN, TAN, Payment of Income tax & TDS Filing of Income-Tax return & TDS Return Form 12BA, Form No. 16 & Form No. 16A	

**Note:**

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

5	Reference Books
•	<ul style="list-style-type: none"><li>• <i>Direct Taxes Law &amp; Practice by V.K. Singhania – Taxman</i></li><li>• <i>Systematic Approach to Direct Tax by Ahuja &amp; Gupta - Bharat Law House</i></li><li>• <i>Income Tax Ready Reckoner by Dr .V.K. Singhania – Taxman</i></li><li>• <i>Direct Tax Laws by T.N. Manoharan - Snow White</i></li><li>• <i>Wealth Engine: Indian Financial Planning and Wealth Management Handbook by Sankaran S</i></li><li>• <i>WEALTH MANAGEMENT, by N/A Dun &amp; Bradstreet</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

***1. Elective Courses (EC)***

***5. Wealth Management***

<b>1</b>	<b>Preamble of the syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduate course of Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel affiliated to University of Mumbai. There is Choice Based Credit, Grading and Semester System to be implemented through this curriculum, developing learners towards basic fundamentals in the area of Wealth management. Learners who will pursue this course will be able to acquire the knowledge about various markets, Code of conduct relating to Portfolio construction, also an insight into dematerialization &amp; re-materialization of securities, valuation of bonds &amp; shares. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the course</b>
•	To help students develop a strong foundation in investment concepts and products
•	To help students understand and devise goal-oriented planning of wealth
•	To help students assess market portfolio
•	To aid students in comprehending various theories related to wealth management

<b>3</b>	<b>Course outcomes</b>
•	Students should be able to analyse the evolution of markets
•	Students should be able to evaluate the value of the securities i.e. shares & bonds
•	Students should be able to know the operational aspects of managing wealth
•	Students should be able to analyse various financial products for investments

<b>Detailed Syllabus</b>		
<b>Wealth Management</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Introduction to Wealth Management</b>	<b>10</b>
	Definition of wealth management & its evolution Wealth management process & phases Nature & structure of Primary & Secondary capital market Comparison between various options for investing & risk & return analysis <b>Role of wealth manager:</b> Obligations & responsibilities of wealth manager, Qualification, Capital requirement, certification to become investment advisor, Code of conduct & ethics in providing financial advice	
<b>2</b>	<b>Important Numerical Concepts</b>	<b>20</b>
	Simple Interest, Compound Interest, Discounted Cash flows & installment calculation Correlation, Standard deviation, Co-variance & Beta of portfolio Share Valuation Bond Valuation	
<b>3</b>	<b>Wealth Management Process</b>	<b>15</b>
	Developing a wealth management plan Essentials of a comprehensive wealth plan Analysis of different financial products for investments Risk profiling of the client Portfolio Construction Modern Portfolio & Theory of constructing a portfolio	
<b>4</b>	<b>Operational aspects of wealth management</b>	<b>15</b>
	Types of investors PAN & KYC Process Dematerialization & re-materialization of securities Power of Attorney Account opening Process of Non-resident Documentation of financial advisor	

5	Reference Books
	<ul style="list-style-type: none"><li>• <i>Wealth engine: Indian Financial Planning &amp; Wealth Management Handbook</i> by Sankaran S</li><li>• <i>WEALTH MANAGEMENT</i>, by N/A Dun &amp; Bradstreet</li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

**2A. Ability Enhancement Courses (AEC)**

**1. Information Technology in Accountancy - II**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance to study computerised accounting system software like TALLY ERP. It helps to study business process management. It also helps to acquaint knowledge of Management Information System which helps organizations like HR, Marketing, and Finance etc. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To study business process management
•	To study automation of the business process
•	To study computerised accounting system software like TALLY ERP
•	To study Management Information System which helps organizations like HR, Marketing, Finance etc.
•	To study internal audits to evaluate the effectiveness of an operation's internal control

<b>3</b>	<b>Course Outcomes</b>
•	Learn need & importance of business process, business process management in IT, BPM life cycle
•	Learn practical knowledge of tally software
•	Learn importance & applications of information system in management, the role of computer in MIS
•	Learn different IT auditing techniques

<b>Detailed Syllabus</b>		
<b>Information Technology in Accountancy - II</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. of Lectures</b>
<b>1</b>	<b>Business Process</b>	<b>10</b>
	Introduction, Definition and Meaning of business process The flow of business process for accounting, purchase, sales and finance, Classification of business processes Introduction, Definition and Meaning of Business Process Management, Principles and Practices of Business Process Management, Business Process Management life cycle Theories of Business Management Process Implementation of Business process Management – need, key factors and importance Automation of Business Processes – benefits, risks, challenges Accounting systems automation IT and Business Process Management	
<b>2</b>	<b>Computerized accounting system</b>	<b>20</b>
	Introduction and meaning, Uses and Benefits, Role Need and requirements of the computerized accounting Basic requirements of computerized accounting system Limitations of computerized accounting system Understand the development and design of a computerized accounting system; determining how the accounting data will be processed, i.e. what accounts and books are needed and what is the desired output i.e. financial reports and other reports. Accounting Software: Introduction and meaning, Advantages of accounting software, Uses of Accounting software, Various accounting software Accounting software – creation of company, Ledgers, Groups, voucher entry, Accounting and reports	
<b>3</b>	<b>Concept of MIS Reports in Computer Environment</b>	<b>10</b>
	Introduction, Concept of MIS, Need for MIS, Characteristic of MIS, Outputs of MIS, Role of MIS, Guidelines for Developing MIS reports Functional Aspects of the MIS, Problems in MIS Knowledge required for studying MIS, MIS and Computer	
<b>4</b>	<b>IT and Auditing</b>	<b>05</b>
	Need and importance of IT in auditing Auditing in the IT environment	
<b>5</b>	<b>Information systems</b>	<b>10</b>
	Introduction, Information system, components of Information systems, Accounting Information System	
<b>6</b>	<b>Other emerging technologies</b>	<b>05</b>
	Business Analytics, Financial Analytics	

5	Reference Books
•	<ul style="list-style-type: none"><li>• <i>Fundamentals of Computers – Rajaram V – Prentice Hall</i></li><li>• <i>Computer today (3rd edition) – Sanders, Donald H – McGraw Hill</i></li><li>• <i>Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall</i></li><li>• <i>Computers – Subramaniam N – Wheeler • Introduction to Computers – Xavier C. – New Age</i></li><li>• <i>Computer in Business – Sanders D – McGraw Hill</i></li><li>• <i>Computers and Information Management – S C Bhatnagar &amp; V Ramant – Prentice Hall</i></li><li>• <i>Internet for Business – Brummer, Lavrej – Cambridge</i></li><li>• <i>E-mail for Everyone – Leon Alexis &amp; leon – Methews</i></li><li>• <i>Basic Computer Programmes for Business – Sternberg C – New Jersey Hayden</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

**3. Core Courses (CC)**

**1. Business Law (Company Law) - III**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the knowledge of Indian business law. It helps to provide the brief idea about the legal framework of Indian Business Law and to know role of law in an economic and business context. It also helps to acquaint knowledge of legal environment of business and corporate laws. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	To cover the principles of company law.
•	To examine the various structures through which business may be run.
•	To examine the ways of financing and conducting the affairs of a company. To examine the duties and rights of directors, Shareholder rights, insolvency
•	To examine the method of establishing and running a company

<b>3</b>	<b>Course Outcomes</b>
•	Demonstrate comprehensive and accurate knowledge and understanding of those areas of company law.
•	Read and study primary and secondary sources of company law, with minimal staff guidance; critically analyse, interpret, evaluate and synthesise information from a variety of sources.
•	Critically analyse complex problems in relation to the regulation of companies, apply the legal principles studied to these problems, and evaluate competing arguments or solutions and present well-supported conclusions both orally and in writing.

<b>Detailed Syllabus</b>		
<b>Business Law (Company Law) – III</b>		
<b>Sr. No.</b>	<b>Modules / Units</b>	<b>No. Of Lectures</b>
<b>1</b>	<b>Company Law – I</b>	<b>20</b>
	<ul style="list-style-type: none"> <li>• Definitions (section 2 of Company Act 2013)</li> <li>• Incorporation of companies (Section 3 to Section 22)</li> <li>• Prospectus &amp; Allotment of Securities (Sections 23 to section 41)</li> <li>• Private Placement (Section 42)</li> <li>• Share Capital and Debentures(Sections 43 to section 72)</li> <li>• Acceptance of deposits by companies (section 73 to section 76)</li> </ul>	
<b>2</b>	<b>Company Law – II</b>	<b>20</b>
	<ul style="list-style-type: none"> <li>• Registration of charge (section 77 to section 87)</li> <li>• Management &amp; Administration (section 88 to section 122)</li> <li>• Declaration &amp; payment of dividend (section 123 to 127)</li> <li>• Accounts of companies (section 128 to 138)</li> <li>• Audit &amp; Auditors (section 139 to 148)</li> <li>• Appointment &amp; qualification of Directors (section 149 to 172)</li> <li>• Meeting of board &amp; its powers (section 173 to 195)</li> <li>• Winding up (Section 270)</li> </ul>	
<b>3</b>	<b>Insolvency and Bankruptcy code, 2016.</b>	<b>15</b>
	<ul style="list-style-type: none"> <li>• <b>Introduction</b> -Historical perspectives of insolvency, bankruptcy and the laws, Need, objects, applicability for the IBC 2016, Definition, Concepts of Insolvency and Bankruptcy, Debtors and Creditors.</li> <li>• <b>Insolvency Resolution and Liquidation Process for Corporate Persons</b> -Corporate insolvency resolution process, Liquidation process, Fast track insolvency resolution process.</li> <li>• <b>Insolvency Resolution and Bankruptcy for Individuals and Partnership Firms-</b> Insolvency resolution process, Bankruptcy order for individuals and partnership firms, Administration and distribution of the estate of the bankrupt.</li> <li>• <b>Authorities under the Code-</b> The Insolvency and Bankruptcy Board of India, Powers and functions of the Board, Insolvency professional agencies Information utilities, Inspection and investigation.</li> <li>• <b>Adjudicating Authorities under the Code</b> - Adjudicating Authorities for Corporate Persons, Adjudicating Authorities for Individuals and Partnership Firms, Appeals.</li> <li>• <b>Offenses and Penalties for Contravention of the Provisions of the Code-</b> By the debtor, By the creditor &amp;By the bankrupt</li> </ul>	
<b>4</b>	<b>National Company Law Tribunal.</b>	<b>05</b>
	<ul style="list-style-type: none"> <li>• Constitution of National Company Law Tribunal,Appellate Tribunal</li> <li>• Selection of members, terms of office, salary, Removal of members</li> <li>• Order of Tribunal, Powers of Tribunal, Appeal from orders of Tribunals</li> </ul>	

<b>5</b>	<b>Reference Books</b>
•	<ul style="list-style-type: none"><li>• <i>Companies Act 2013 by Ravi Puliani, Bharat Publication</i></li><li>• <i>Companies Act 2013 by Taxmann</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III Syllabus**

**To be implemented from the Academic year 2020-2021**

**3. Core Courses (CC)**

**2. Business Economics - II – (Macro Economics)**

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance with the main macroeconomics theories. It helps to provide a brief idea of the determinants of various macroeconomics such as output, inflation, productivity. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	Students will be able to describe the main macroeconomics theories
•	Students will be able to critically evaluate the consequences of basic macroeconomics policy option
•	To identify the determinants of various macroeconomics such as output, inflation, productivity

<b>3</b>	<b>Course Outcomes</b>
•	Understand the basic of national income accounting.
•	Understand the cause and consequence of the business cycle.
•	Understand the role of fiscal and monetary policy.

4	Detailed Syllabus	
Economics – II – (Macro Economics)		
Sr. No.	Modules / Units	NO. Of Lectures
1	<b>Introduction to Macroeconomic Data and Theory</b>	15
	<p><b>Macroeconomics:</b> Meaning, Scope and Importance.</p> <p><b>Circular the flow of aggregate income and expenditure:</b> closed and open economy models</p> <p><b>The Measurement of national product:</b> Meaning and Importance - conventional and Green GNP and NNP concepts</p> <p><b>Short run economic fluctuations:</b> Features and Phases of Trade Cycles</p> <p><b>The Keynesian Principle of Effective Demand:</b> Aggregate Demand and Aggregate Supply - Consumption Function - Investment function - effects of Investment Multiplier on Changes in Income and Output</p> <p>Introduction to The Great Depression and Euro Zone Crisis - Brexit</p>	
2	<b>Money, Inflation and Monetary Policy</b>	15
	<p><b>Money Supply:</b> Determinants of Money Supply - Factors influencing Velocity of Circulation of Money</p> <p><b>Demand for Money:</b> Classical and Keynesian approaches and Keynes' liquidity preference theory of interest</p> <p><b>Money and prices :</b> The quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach</p> <p><b>Inflation:</b> Demand-Pull Inflation and Cost-Push Inflation - Effects of Inflation- Nature of inflation in a developing economy.</p> <p><b>Monetary policy:</b> Meaning, objectives and instruments, inflation targeting</p>	
3	<b>Constituents of Fiscal Policy</b>	15
	<p><b>Role of a Government</b> to provide Public goods- Principles of Sound and Functional Finance <b>Policy:</b> Meaning and Objectives</p> <p><b>Instruments of Fiscal policy:</b> Canons of taxation - Factors influencing the incidence of taxation - Effects of taxation Significance of Public Expenditure - Social security contributions- Low-Income Support and Social Insurance Programmes - Public Debt - Types, Public Debt and Fiscal Solvency, Burden of debt finance; <b>Union budget</b> -Structure- Deficit concepts-Fiscal Responsibility and Budget Management Act.</p>	
4	<b>Open Economy: Theory and Issues of International Trade</b>	15
	<p><b>The basis of international trade:</b> Ricardo's Theory of comparative cost advantage - The Heckscher – Ohlin theory of factor endowments- terms of trade - meaning and types Factors determining terms of trade - Gains from trade - Free trade versus protection</p> <p><b>Foreign Investment:</b> Foreign Portfolio investment- Benefits of Portfolio capital flows-Foreign Direct Investment - Merits of Foreign Direct Investment - Role of Multinational corporations</p> <p><b>Balance of Payments:</b> Structure -Types of Disequilibrium - Measures to correct disequilibrium in a BOP. <b>Foreign Exchange and foreign exchange market:</b> Spot and Forward rate of Exchange - Hedging, Speculation and Arbitrage -Fixed and Flexible exchange rates- Managed flexibility</p>	

5	Reference Books
	<ul style="list-style-type: none"> <li>• <i>Ackley.G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co. New York</i></li> <li>• <i>Ahuja. H.L., Modern Economics — S.Chand Company Ltd. New Delhi.</i></li> <li>• <i>Blanchard Olivier (2000), Macro Economics, Englewood Elitt, Prentice Hall</i></li> <li>• <i>Bouman John, Principles of Macro Economics</i></li> <li>• <i>Dornbush , Rudiger, Fisher Stanley and Startz, Richards Macroeconomics, Nineth edition 2004 TataMac Graw Hill, New Delhi</i></li> <li>• <i>Dwivedi, D.N. (2001), Macro Economics: Theory and Policy, Tata-Mac Graw Hill, New Delhi</i></li> <li>• <i>Friedman Hilton (1953) Essays in Positive Economics, University of Chicago Press, London.</i></li> <li>• <i>Gregory .N. Mankiw, Macroeconomics, Fifth Edition (2002) New York:Worth Publishers</i></li> <li>• <i>Jhingan, M.L., Principles of Economics — Vrinda Publications (P) Ltd.</i></li> <li>• <i>Shapiro, E (1996), Macro-Economic Analysis , Galgotia Publication, New Delhi.</i></li> <li>• <i>Vaish .M.C. (2010) Macro Economic Theory 14th edition, Vikas Publishing House(P)Ltd</i></li> <li>• <i>Ahuja H.L. : Modern Economics, 19th edition, 2015, S.Chand&amp;co Pvt Ltd, New Delhi</i></li> <li>• <i>Bhatia H.L.: Public Finance. Vikas Publishing House Pvt. Ltd.</i></li> <li>• <i>David N. Hyman : Public Finance A Contemporary Application of theory of policy, Krishna Offset, Delhi</i></li> <li>• <i>Hoiughton E.W.(1998) : Public Finance, Penguin, Baltimore</i></li> <li>• <i>Hajela T.N: Public Finance – Ane Books Pvt.Ltd</i></li> <li>• <i>Jha, R (1998) : Modern Public Economics, Route Ledge, London</i></li> <li>• <i>Musgrave, R.A and P.B. Musgrave (1976) : Public Finance in Theory and Practice, Tata McGraw Hill, Kogakusha, Tokyo</i></li> <li>• <i>Mithani, D.M (1998) : Modern Public Finance, Himalaya Publishing House, Mumbai</i></li> <li>• <i>Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi</i></li> <li>• <i>Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi</i></li> <li>• <i>Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc</i></li> <li>• <i>Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida</i></li> <li>• <i>Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi</i></li> <li>• <i>Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi</i></li> <li>• <i>Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li> <li>• <i>Financial Accounting a Managerial Perspective, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li> </ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –IV Syllabus**

**To be implemented from the Academic year 2020-2021**

**2B. Skill Enhancement Courses (SEC)**

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

<b>1</b>	<b>Preamble of the Syllabus</b>
	<p>B.Com. in Accounting &amp; Finance is an under graduation course of Department of B.Com. (Accounting &amp; Finance), Changu Kana Thakur Arts, Commerce &amp; Science College, New Panvel. Affiliated to University of Mumbai (MH). The course is designed to guide students of B.Com accounting and finance to understand staffing, directing and controlling. It helps to understand basic management concepts. The performance of the learners shall be evaluated into two components i.e. internal and external. The learner's performance shall be assessed by Internal Assessment with 40 marks and external assessment with 60 marks.</p>

<b>2</b>	<b>Objectives of the Syllabus</b>
•	Students will be able to understand basic management concepts
•	Students will be able to identify the term planning and organising
•	To understand staffing, directing and controlling

<b>3</b>	<b>Course Outcomes</b>
•	Understand the basic management concepts.
•	Understand the terms like planning and organising.
•	Understand staffing, directing and controlling.

4		<b>Detailed Syllabus</b>
		<b>Foundation Course in Management (Introduction to Management) - IV</b>
Sr. No.	Modules / Units	
<b>1</b>	<b>Introduction to Basic Management Concepts</b>	
	Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management Levels of Management Principles of Management	
<b>2</b>	<b>Planning</b>	
	Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning Features and process of decision making	
<b>3</b>	<b>Organising</b>	
	Definition, nature and significance Process of organisation Principles of organisation Formal and Informal organisation - features, advantages and disadvantages Centralisation and decentralisation – factors, merits and demerits Departmentation and Delegation	
<b>4</b>	<b>Staffing</b>	
	Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction between Recruitment and Selection Employment tests and types of Interview	
<b>5</b>	<b>Directing and Controlling</b>	
	Meaning and Importance of directing Principles of Directing Leadership traits and Styles Motivation – Importance and Factors Co-ordination – Meaning, features and Importance Meaning and steps in controlling Essentials of a good control system	

5	Reference Books
•	<ul style="list-style-type: none"><li>• <i>Essentials of Management by Koontz H &amp; W published by McGraw Hill</i></li><li>• <i>Principles of Management by Ramaswamy published by Himalaya</i></li><li>• <i>Management Concept and Practice by Hannagain T published by McMillan</i></li><li>• <i>Basic Managerial Skills for All by McGrath E.H published by Prentice Hall of India</i></li><li>• <i>Management – Text and Cases by VSP Rao published by Excel Books</i></li><li>• <i>Essentials of Management by Massie Joseph published by Prentice Hall of India</i></li><li>• <i>Management: Principles and Guidelines by Thomas Duening &amp; John Ivancevich published by Biztantra</i></li><li>• <i>Management Concepts and Strategies by J S Chandran published by Vikas Publishing House</i></li><li>• <i>Principles of Management by Tripathy P C published by Tata McGraw Hill</i></li><li>• <i>Principles of Management: Theory and Practice by Sarangi S K published by V M P Publishers</i></li></ul>

**Choice Based Credit Grading and Semester System (CBCGS)**

**S.Y.B.Com. Accounting & Finance Semester –III & IV**

**To be implemented from the Academic year 2020-2021**

**Scheme of Evaluation**

**Scheme of examination for each semester**

The performance of the learners shall be evaluated into two components. The learner's performance shall be assessed by Internal Assessment with 40% marks in the first component. External assessment with 60% marks in the second component. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:-

**A) Internal Assessment: 40 %**

**40 Marks**

***Internal Assessment- (Courses without Practical Courses)***

<b>Sr. No.</b>	<b>Particular</b>	<b>Marks</b>
01	One periodical class test / online examination to be conducted in the given semester	20 Marks
02	One case study/project with presentation based on the curriculum to be assessed by the teacher concerned	15 Marks
	Presentation	10 Marks
	Written Document	05 Marks
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks
	<b>Total Marks</b>	<b>40 Marks</b>

**Internal Assessment-(Courses with Practical)**

Sr. No.	Particular	Marks
01	<b>Practical Examination</b>	20 Marks
	Journal	05 Marks
	Viva Voce	05 Marks
	Laboratory Work	10 Marks
02	One case study/project with presentation based on the curriculum to be assessed by the teacher concerned	15 Marks
	Presentation	10 Marks
	Written Document	05 Marks
03	Active participation in routine class instructional deliveries and Overall conduct as a responsible learner, mannerism and articulation and exhibit leadership qualities in organizing related academic activities	05 Marks
	<b>Total Marks</b>	<b>40 Marks</b>

**Question Paper Pattern****(Periodical Class Test for the Courses at Under Graduate Programmes)**

Maximum Marks: 20

Questions to be set: 02

Duration: 40 Minutes

All Questions are Compulsory

Question No	Particular	Marks
Q-1	Match the Column / Fill in the Blanks / Multiple Choice Questions/ Answer in One or Two Lines (Concept-based Questions) ( 1 Marks / 2 Marks each)	10 Marks
Q-2	Answer in Brief (Attempt any Two of the Three) (5 Marks each)	10 Marks

**B) Semester End Examination: 60 %****60 Marks**

- i) Duration: The examination shall be of 2 Hours duration
- ii) Theory question paper pattern
  - There shall be four questions each of 15 marks.
  - All questions shall be compulsory with internal choice within the questions.
  - Question maybe subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

## **Question Paper Pattern (Practical Courses)**

Maximum Marks: 60

Questions to be set: 04

Duration: 2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Full Length Practical Question	15 Marks
	<b>OR</b>	
Q-1	Full Length Practical Question	15 Marks
Q-2	Full Length Practical Question	15 Marks
	<b>OR</b>	
Q-2	Full Length Practical Question	15 Marks
Q-3	Full Length Practical Question	15 Marks
	<b>OR</b>	
Q-3	Full Length Practical Question	15 Marks
Q-4	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks/Short Questions.)	15 Marks
	<b>OR</b>	
Q-4	Short Notes (Any three out of five)	15 Marks

**Note:**

**The Practical question of 15 marks may be divided into two sub-questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question maybe asked.**

## **Question Paper Pattern (Theoretical Courses)**

Maximum Marks: 60

Questions to be set: 04

Duration: 2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Full Length Question <b>OR</b>	15 Marks
Q-1	Full Length Question	15 Marks
Q-2	Full Length Question <b>OR</b>	15 Marks
Q-2	Full Length Question	15 Marks
Q-3	Full Length Question <b>OR</b>	15 Marks
Q-3	Full Length Question	15 Marks
Q-4	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks/Short Questions.)	15 Marks
Q-4	<b>OR</b> Short Notes (Any three out of five)	15 Marks

**Note:**

**Theory question of 15 marks may be divided into two sub-questions of 7/8 and 10/5 Marks.**

**Passing Standard**

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain a minimum of 40% marks (i.e. 16 out of 40) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 24 Out of 60) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

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# University of Mumbai



**Revised Syllabus  
and  
Question Paper Pattern  
of Courses of  
B.Com. (Accounting and Finance)  
Programme at  
Third Year  
*Semester V and VI***

**Under Choice Based Credit, Grading and  
Semester System**

***(To be implemented from Academic Year 2018-2019)***  
***Board of Studies-in-Accountancy***

# B.Com. (Accounting and Finance) Programme

## Under Choice Based Credit, Grading and Semester System

### T.Y.B.Com. (Accounting and Finance)

(To be implemented from Academic Year 2018-2019)

No. of Courses	Semester V	Credits	No. of Courses	Semester VI	Credits
<b>1</b>	<b>Elective Courses (EC)</b>		<b>1</b>	<b>Elective Courses (EC)</b>	
1,2,3 &4	*Any four courses from the following list of the courses	<b>12</b>	1,2,3 &4	**Any four courses from the following list of the courses	<b>12</b>
<b>2</b>	<b>Core Courses (CC)</b>		<b>2</b>	<b>Core Courses (CC)</b>	
5	Financial Accounting - V	<b>04</b>	5	Financial Accounting - VII	<b>04</b>
6	Financial Accounting - VI	<b>04</b>	6	Project Work	<b>04</b>
<b>Total Credits</b>		<b>20</b>	<b>Total Credits</b>		<b>20</b>

✓ **Note:** Project work is considered as a special course involving application of knowledge in solving/analyzing/exploring a real life situation/ difficult problem. Project work would be of 04 credits each. A project work may be undertaken in any area of Elective Courses/ Study Area

<b>*List of Elective Courses for Semester V (Any Four)</b>		<b>**List of Elective Courses for Semester VI (Any Four)</b>	
01	Cost Accounting - III	01	Cost Accounting - IV
02	Financial Management - II	02	Financial Management - III
03	Taxation - IV (Indirect Taxes - II)	03	Taxation - V (Indirect Taxes- III)
04	International Finance	04	Security Analysis and Portfolio Management
05	Financial Analysis and Business Valuation	05	Management Control Systems
06	Management -II (Management Applications)	06	Economics Paper – III (Indian Economy)
<b>Note: Course selected in Semester V will continue in Semester VI</b>			

**B.Com. (Accounting and Finance) Programme**  
**Under Choice Based Credit, Grading and Semester System**  
**Course Structure**

*(To be implemented from Academic Year 2018-2019)*

## Semester V

No. of Courses	Semester V	Credits
<b>1</b>	<b><i>Elective Courses (EC)</i></b>	
1,2,3 & 4	*Any four courses from the following list of the courses	<b>12</b>
<b>2</b>	<b><i>Core Courses (CC)</i></b>	
5	Financial Accounting - V	<b>04</b>
6	Financial Accounting - VI	<b>04</b>
<b>Total Credits</b>		<b>20</b>

<b><i>*List of Elective Courses for Semester V (Any Four)</i></b>	
01	Cost Accounting - III
02	Financial Management - II
03	Taxation - IV (Indirect Taxes - II)
04	International Finance
05	Financial Analysis and Business Valuation Management
06	Management -II (Management Applications)I

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester V**  
**with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**1. Cost Accounting – III**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Uniform Costing and Inter-Firm Comparison	05
02	Integrated System and Non Integrated System of Accounts	15
03	Operating Costing	10
04	Process Costing- Equivalent Units of Production and Inter-process Profit	15
05	Activity Based Costing System	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Uniform Costing and Inter –Firm Comparison</b>
	<p><b>Uniform costing</b>  Meaning of and need for Uniform costing  Essentials for success of Uniform costing  Advantages and limitations of Uniform costing  Areas of Uniformity, Uniform cost manual</p> <p><b>Inter Firm Comparison</b>  Pre-requisites of inter firm comparison; Advantages and limitations  Practical problems</p>
2	<b>Integrated System and Non- integrated System of Accounts</b>
	<p><b>Integrated System</b>  Meaning; Features, Advantages and Disadvantages  Journal Entries and Preparing Integrated Ledgers.  Practical problems</p> <p><b>Non-Integrated system</b>  Meaning; Features, Advantages and disadvantages  Journal entries and Preparing Cost Control Accounts  Practical problems</p>
3	<b>Operating Costing</b>
	<p>Meaning of operating costing; Determination of per unit cost ; Pricing of services  Collection of costing data  Note-Practical problems based on costing of hospitals, hotels, goods and passengers transport service</p>
4	<b>Process Costing – Equivalent units of Production and Inter Process Profit</b>
	<p>Valuation of Work in progress and Equivalent production (FIFO Method and Weighted Average Method))  Inter Process transfer at Profit  Practical problems</p>
5	<b>Activity Based Costing System</b>
	<p>Activity Based Costing – Introduction, Advantages, Limitations, Identification of cost drivers, Practical Problems on Traditional V/s Activity Based Costing System.</p>

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester V**  
**with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**2. Financial Management -II**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Strategic Financial Management	05
02	Capital Budgeting – Project Planning & Risk Analysis	15
03	Capital Structure Theories and Dividend Decisions	15
04	Mutual Fund and Bond Valuation	15
05	Credit Management	10
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Strategic Financial Management</b>
	Strategic Financial Management – Need and Importance Corporate, Business and Functional Strategy Financial Planning - Need and Importance Profit Maximization Wealth Maximization Interface of Financial Policy and Strategic Management Relationship of Finance to Economics and Accounting Role of Financial Manager
2	<b>Capital Budgeting – Project Planning &amp; Risk Analysis</b>
	Introduction - Capital Budgeting Process, Project Classification and Investment Criteria. Techniques of Capital Budgeting - NPV, Benefit Cost Ratio, Internal Rate of Return, Modified Internal Rate of Return, Payback period, Discounted Payback Period and ARR. (Inclusive of Estimation of Project Cash Flows) Capital Rationing – Meaning, Need and Dealing with Capital Rationing Problems Risk Analysis in Capital Budgeting – Sources and Perspectives of Risk, Sensitivity Analysis, Scenario Analysis, Simulation Model, Decision Tree Analysis and Break - Even Analysis.
3	<b>Capital Structure Theories and Dividend Decisions</b>
	Capital Structure Theories – Background, Assumptions, Definitions and Taxation and Capital Structure Types – Net Operating Income, Net Operating Income Approach, Traditional Position, Modigliani and Miller Approach, Trade off Theory and Signalling Theory. Dividend Decisions- Need, Importance, Formulation, Legal and Procedural Aspects. Dividend Decision Models - Walter, Gordon, Graham & Dodd Model and M-M Model
4	<b>Mutual Fund and Bond Valuation</b>
	Introduction to Mutual Fund- History & Origin, Definition, Meaning, Characteristics, Advantages, Disadvantages, Limitations of Mutual Funds, Ethics in Mutual Fund. Entities involved – Sponsor, Trust, Trustee, Asset Management Company, Registrar and Transfer Agent ( RTA) and Fund Houses in India. Classification of Mutual Fund - Functional/Operational – Open ended, close ended, Interval, Portfolio – Income, Growth, Balanced, MMMF, Geographical/ Location – Domestic and Offshore, Tax Saving Funds, Exchange Traded Funds , Balance Funds , Fixed Term Plan Debt Funds and SIP. Calculations of NAV, Entry Load and Exit Load. Bond Valuation - Meaning, Measuring Bond Returns – Yield to Maturity, Yield to call and Bond Pricing. Bond Pricing Theorems, Bond Risks and Bond Duration. (Practical Problems on YTM and Bond Duration.)
5	<b>Credit Management</b>
	Credit Management – Terms of Payment, Credit Policy Variables, Credit Evaluation, Credit Granting Decision, Control of Accounts Receivables ie Receivables Management, Ageing Schedule and Credit Management in India

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
Programme at Semester V  
with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**3. Taxation – IV (Indirect Taxes – II)**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Introduction to Indirect Taxation and GST	10
02	Levy and Collection of GST	08
03	Concept of Supply	08
04	Documentation	08
05	Input Tax Credit and Computation of GST	20
06	Registration	06
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Introduction to Indirect Taxation and GST</b>
	<p><b>Basics for Taxation</b> - Direct Taxes and Indirect Taxes – Features of Indirect taxes, Difference, Advantages and Disadvantages, Sources and Authority of Taxes in India (Art 246 of the Indian Constitution)</p> <p><b>Introduction to GST</b> – Genesis of GST in India, Power to tax GST (Constitutional Provisions), Extent and Commencement, Meaning and Definition of GST, Benefits of GST, Conceptual Framework – CGST, IGST,SGST,UTGST, Imports of goods or services or both, Export of goods or services or both, Taxes subsumed and not subsumed under GST.</p> <p><b>GST Council and GST Network</b></p> <p><b>Definitions</b> under CGST Act</p>
2	<b>Levy and Collection of GST</b>
	Charge of GST, Levy and Collection GST, Composite and Mixed Supplies under GST, Power to Grant Exemption, Negative list of GST, GST Rate Schedule for Goods and Services
3	<b>Concept of Supply</b>
	Taxable Event Supply Place of Supply Time of Supply Value of Supply
4	<b>Documentation</b>
	Tax Invoices, Credit and Debit notes
5	<b>Input Tax Credit and Computation of GST</b>
	Eligibility and conditions for taking Input Tax Credit Apportionment of credit & Blocked credits Credit in special circumstances Computation of GST under Inter State supplies and Intra State Supplies
6	<b>Registration</b>
	<b>Registration</b> – Persons liable for Registration, Persons not liable for Registration, Procedure for Registration, Deemed Registration,, Amendment, Cancellation and Revocation of Registration.

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
Programme at Semester V  
with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**4. International Finance**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Derivatives – Futures	15
02	Derivatives – Options	15
03	Foreign Exchange Markets and Dealings	15
04	Foreign Exchange Exposure and Risk Management	15
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Derivatives – Futures</b>
	Derivatives – Need and Importance, Major Players in Derivative Markets, Features of Forward Contracts, Features of Future Contract, Forward V/s Future, Theoretical Future Price, Pricing Index Futures, Initial Margin and Maintenance Margin, Marking to Market and Variation Margin.
2	<b>Derivatives – Options</b>
	Options- Long Call, Short Call, Long Put, Short Put, Options V/s Futures, Writer of an Option, At the Money, In the Money and Out of The Money Options. Intrinsic and Time Value, Option Spreads and Strategies, Put Call Parity Theorem.
3	<b>Foreign Exchange Markets and Dealings</b>
	Introduction – Participants of Foreign Exchange Markets, Characteristics of Foreign Exchange Market, Major Foreign Currencies that Trade Worldwide, Foreign Currency Accounts – Nostro, Vostro and Loro (Cash Position and Currency position) Terms in Forex Market – Direct Quote and Indirect Quote, Bid, Ask and Spread, American terms, European terms, Spot, Tom, Cash and Forward Rates, Appreciation and Depreciation of currency, Premium and Discount, Swap Points, and Cross Rates.
4	<b>Foreign Exchange Exposure and Risk Management</b>
	Exchange Rate Determination Theories – The theory of Purchasing Power Parity, The Fischer effect, The International Fischer Effect and The Theory of Interest Rate Parity. Calculation of Forward Rate and Future Spot Rate. Arbitrage in Foreign Exchange Market – Covered and Uncovered Interest Arbitrage. Foreign Exchange Risk - Introduction, Types of Exposures and Strategies for Exposure Management. Hedging Transaction Exposure, Hedging Techniques, Money Market Hedge, Forward Hedge and Hedging of Futures & Options

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
Programme at Semester V  
with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**5. Financial Analysis and Business Valuation**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Financial Modeling for Project Appraisal	05
02	Financial Analysis	15
03	Growth Analysis and Sustainable Earning	10
04	Basics of Valuation	06
05	Valuation Models	12
06	Valuation of Assets and Liabilities	12
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	Financial Modeling for Project Appraisal
	Financial Modeling – concepts and application Financial statements module area Use of functions -NPV and IRR Forecasting Techniques
2	Financial Analysis
	Financial Analysis, Financial Statement Analysis, Analysis of Balance Sheet Analysis of Income Statement Analysis of Statement of Shareholder Equity Analysis of Cash flow Statement Analysis of Profitability
3	Growth Analysis and Sustainable Earning
	Concept of Growth Analysis Analysis of changes in profitability and sustainable earnings Evaluation of P/B ratios and P/E ratios
4	<b>Basics of Valuation</b>
	Introduction to valuation Value, Distinction between Price and Value Foundation of Business Valuation Purpose of business valuation Valuation Bias Uncertainties in Business Valuation Role of valuation in business acquisition, legal and tax purposes, efficient market hypothesis
5	<b>Valuation Models</b>
	Introduction to valuation models: asset based approach, Income based approach, market based approach Discounted cash flow valuation Relative valuation Free Cash Flow valuation
6	<b>Valuation of Assets and Liabilities</b>
	Valuation of Fixed Assets, Valuation of Inventories and Valuation of Investment Valuation of Shares Valuation of Goodwill, Patents, Copyrights, Brands, Real Estate Valuation of Liabilities

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester V**  
**with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**6. Management- II (Management Applications)**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Marketing Management	15
02	Production Management	15
03	Human Resource Management	15
04	Financial Management	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
<b>1</b>	<b>Marketing Management</b>
	Meaning and Definition of Marketing – 4 Ps of Marketing, Importance Product Management – Meaning & Definition – Product Development Strategies, Product life cycle, Branding- Meaning, Factors influencing branding Price Management – Meaning and Definition – Factors affecting pricing decisions, Pricing Strategies Place (Distribution) Management – Meaning and Definition – Factors Governing Distribution Decisions – Types of Distribution Channels Promotion Management – Meaning – Promotion Strategies, Integrated marketing communication Case studies based on the above topics
<b>2</b>	<b>Production Management</b>
	Meaning and Definition of Production Management – Scope of Production Management, Steps in Production Planning and Control Meaning of Productivity - Measurement of Productivity – Measure to increase Productivity – Productivity Movement in India Meaning and Definition of Quality Management – TQM – Quality Circles – ISO 9000/14000 Inventory Management – Meaning and Methods Case studies based on the above topics
<b>3</b>	<b>Human Resource Management</b>
	Human Resource Management – Meaning, Nature, Functions of Human Resource Management Human Resource Planning- Meaning, Process of Human Resource Planning Human Resource Development- Methods of Developing Human Resource Performance Appraisal – Meaning and Definition – Traditional and Modern Methods of Appraisal Employee retention Leadership- Traits, Styles Motivation- Factors of Motivation, Theories of Motivation- Maslow’s Theory, Douglas MacGregor’s Theory X and Theory Y Case studies based on the above topics
<b>4</b>	<b>Financial Management</b>
	Meaning and Definition of Financial Management – Functions of Financial Management Capital Budgeting- Introduction, Importance and Process Capital Structure- Meaning, Factors affecting Capital Structure Capital Market – Meaning and Constituents – Functions Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options Case studies based on the above topics

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester V**  
**with effect from the Academic Year 2018-2019**

**2. Core Courses (CC)**

**1. Financial Accounting - V**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Underwriting of shares & debentures	08
02	Buy-Back of shares	10
03	AS – 14 - Amalgamation, Absorption & External Reconstruction (excluding inter – company holding)	15
04	Internal Reconstruction	15
05	Liquidation of Companies	10
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Underwriting of shares &amp; debentures</b>
	Introduction, Underwriting, Underwriting Commission Provision of Companies Act with respect to Payment of underwriting commission Underwriters, Sub-Underwriters, Brokers and Manager to issues Types of underwriting, Abatement Clause Marked, Unmarked and Firm-underwriting applications, Liability of the underwriters in respect of underwriting contract Practical problems
2	<b>Buy Back of Shares</b>
	Company Law / Legal provisions (including related restrictions, power, transfer to capital redemption reserve account and prohibitions). Compliance of conditions including sources, maximum limits and debt equity ratio. Cancellation of Shares Bought back(Excluding Buy Back of minority shareholding) Practical problems
3	<b>AS – 14 - Amalgamation, Absorption &amp; External Reconstruction (excluding inter-company holdings)</b>
	In the nature of merger and purchase with corresponding accounting treatments of pooling of interests and purchase method respectively. Meaning and Computation of purchase consideration. Problems based on purchase method only. Practical problems
4	<b>Internal Reconstruction</b>
	Need for reconstruction and company law provisions. Distinction between internal and external reconstruction. Methods including alteration of share capital, variation of shareholder rights, sub division, consolidation, surrender and reissue / cancellation, reduction of share capital with relevant legal provisions and accounting treatment for same. Practical problems
5	<b>Liquidation of Companies</b>
	Meaning of liquidation or winding up Preferential payments Overriding preferential payments Preparation of statement of affairs, deficit / surplus account Liquidator's final statement of account Practical problems

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester V**  
**with effect from the Academic Year 2018- 2019**

**2. Core Courses (CC)**

**2. Financial Accounting – VI**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Final Accounts of Banking Company	15
02	Final Accounts of Insurance Company (Excl. Life Insurance)	15
03	Non – Banking Financial Companies	08
04	Valuation of Goodwill and Shares	12
05	Accounting for Limited Liability Partnership	10
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Final Accounts of Banking Company</b>
	<p>Legal provision in Banking Regulation Act, 1949 relating to Accounts.  Statutory reserves including Cash Reserve and Statutory Liquidity Ratio.  Bill purchase and discounted, rebate of bill discounted.  Final Accounts in prescribed form  Non – performing assets and Income from non – performing assets.  Capital Adequacy  Classification of Advances, standard, sub – standard, doubtful and provisioning requirement.</p>
2	<b>Final Accounts of Insurance Company (Excl. Life Insurance)</b>
	<p>General Insurance – Various types of insurance, like fire, marine, Miscellaneous, Special terms like premium, claims, commission, Management expenses, Reserve for unexpired risk, reinsurance  Final Accounts in a prescribed form. Revenue Statement – Form B – RA, Profit / Loss Account – Form B – PL and Balance Sheet Form B – BS.</p>
3	<b>Non – Banking Financial Companies</b>
	<p>Introduction, Definition, Registration and Regulation, Classification, Income Recognition, Accounting of Investment, Applicability of Prudential Norms, Assets classification, Non- performing Assets, Capital Adequacy, Preparation of Financial statement</p>
4	<b>Valuation of Goodwill and Shares</b>
	<p><b>Valuation of Goodwill</b>  Maintainable Profit method, Super Profit Method  Capitalization method, Annuity Method  <b>Valuation of Shares</b>  Intrinsic Value Method, Yield method and Fair Value Method</p>
5	<b>Accounting for Limited Liability Partnership</b>
	<p>Statutory provisions  Conversion of partnership business into Limited Liability Partnership  Final accounts</p>

**Revised Syllabus of Courses of B.Com.(Accounting and Finance)  
Programme at Semester V  
with effect from the Academic Year 2018-2019**

**Reference Books**

<b>Reference Books</b>
<b>Elective Courses (EC)</b>
<b>Cost Accounting- III</b>
<ul style="list-style-type: none"> <li>• <i>Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Cost Accounting by Jawahar Lal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Cost Accounting by Ravi M. Kishore, Taxmann Ltd., New Delhi</i></li> <li>• <i>Principles and Practices of Cost Accounting by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta</i></li> <li>• <i>Cost Accounting Theory and Practice by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i></li> <li>• <i>Cost Accounting Principles and Practice by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi</i></li> <li>• <i>Advanced Cost and Management Accounting: Problems and Solutions by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi</i></li> <li>• <i>Cost Accounting by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana</i></li> <li>• <i>Modern Cost and Management Accounting by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i></li> </ul>
<b>Financial Management - II</b>
<ul style="list-style-type: none"> <li>• <i>Fundamentals of Financial Management by D. Chandra Bose, PHI Learning Pvt. Ltd., New Delhi</i></li> <li>• <i>Fundamentals of Financial Management by Bhabotosh Banerjee, PHI Learning Pvt. Ltd., New Delhi</i></li> <li>• <i>Fundamentals of Financial Management by Vyuptakesh Sharma, Pearson Education, New Delhi</i></li> <li>• <i>Fundamentals of Financial Management by J.C. Van Horne, Prentice Hall of India, New Delhi</i></li> <li>• <i>Financial Management: Text and Problems by M.Y. Khan and P.K. Jain, Tata McGraw Hill, New Delhi</i></li> <li>• <i>Financial Management: Theory and Practice by Prasanna Chandra, Tata McGraw Hill, New Delhi</i></li> <li>• <i>Financial Management by I.M. Pandey, Vikas Publishing House, New Delhi</i></li> <li>• <i>Financial Management by C. Paramasivan &amp; T. Subramanian</i></li> <li>• <i>Financial Management by IM Pandey</i></li> <li>• <i>Financial Management by Ravi Kishor</i></li> <li>• <i>Financial Management by Khan &amp; Jain</i></li> </ul>
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<b>International Finance</b>
<ul style="list-style-type: none"> <li>• <i>P G Apte, International Financial Management, 5th Edition, The McGraw Hill</i></li> <li>• <i>Cheol . S. Eun &amp; Bruce G. Resnick, International Finance Management</i></li> <li>• <i>Maurice D. Levi, International Finance – Special Indian Edition</i></li> <li>• <i>Prakash G. Apte, International Finance – A Business Perspective</i></li> <li>• <i>V A. Aadhani, International Finance</i></li> </ul>

## Reference Books

### Financial Analysis and Business Valuation

- *Valuation: Measuring and Managing the value of Companies: Thomas Copeland- Wiley*
- *The Handbook of Advance Business Valuation: Robert F Reilly and Robert Swhweish: Mc Graw hill*
- *Business Valuation: Pitabas Mohanty- Taxmann*
- *Valuation- Measuring and Managing the value of Companies : Tim Koller- Mc Kinsey & Co*

### Management II (Management Applications)

- *Kotlar, Philip, Marketing Management, Prentice Hall, New Delhi.*
  - *Stanton, Etzel, Walker, Fundamentals of Marketing, Tata-McGraw Hill, New Delhi.*
  - *Saxena, Rajan, Marketing Management, Tata-McGraw Hill, New Delhi.*
  - *McCarthy, E.J., Basic Marketing: A managerial approach, Irwin, New York.*
  - *Pillai R S, Bagavathi, Modern Marketing*
  - *Principles of Management , Ramasamy , Himalya Publication , Mumbai*
  - *Principles of Management , Tripathi Reddy , Tata Mc Grew Hill*
  - *Management Text & Cases , VSP Rao , Excel Books, Delhi*
  - *Management Concepts and OB , P S Rao & N V Shah , AjabPustakalaya*
  - *Essentials of Management , Koontz II & W , Mc. Grew Hill , New York*
- Principles of Management-Text and Cases –Dr..M.SakthivelMurugan, New Age Publications*

### Core Courses (CC)

#### Financial Accounting - V and VI

- *Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi*
- *Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi*
- *Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi*
- *Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Financial Accounting by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi*
- *Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai*
- *Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi*
- *Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc*
- *Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida*
- *Compendium of Statement and Standard of Accounting, ICAI*
- *Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Company Accounting Standards by Shrinivasan Anand, Taxman, New Delhi*
- *Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi*
- *Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi*
- *Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi*
- *Financial Accounting a Managerial Perspective, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi*

**B.Com. (Accounting and Finance) Programme**  
**Under Choice Based Credit, Grading and Semester System**  
**Course Structure**

*(To be implemented from Academic Year 2018-2019)*

## Semester VI

No. of Courses	Semester VI	Credits
<b>1</b>	<b><i>Elective Courses (EC)</i></b>	
1,2,3 & 4	**Any four courses from the following list of the courses	<b>12</b>
<b>2</b>	<b><i>Core Course (CC)</i></b>	
5	Financial Accounting - VII	<b>04</b>
6	Project Work	<b>04</b>
<b>Total Credits</b>		<b>20</b>

<b>**List of Elective Courses for Semester VI (Any Four)</b>	
01	Cost Accounting - IV
02	Financial Management - III
03	Taxation - V (Indirect Taxes- III)
04	Management Control Systems
05	Security Analysis and Portfolio Management
06	Economics Paper – III (Indian Economy)

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
Programme at Semester VI  
with effect from the Academic Year 2018-2019**

**1. Elective Courses (EC)**

**1. Cost Accounting - IV**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Budgeting and Budgetary Control	15
02	Absorption Costing and Marginal Costing Cost Volume and Profit Analysis	15
03	Managerial Decision Making	15
04	Standard Costing and Variance Analysis	15
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Budgeting and Budgetary Control</b>
	Meaning & objectives, Advantages and limitations of budgets Functional budgets, fixed and flexible budgets Zero based budgeting, performance budgeting <i>Practical problems of preparing flexible budgets and functional budgets</i>
2	<b>Absorption Costing and Marginal Costing, Cost Volume and Profit Analysis</b>
	<b>Absorption Costing and Marginal Costing</b> Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing <b>Cost Volume and Profit Analysis</b> Break even analysis meaning and graphic presentation Margin of safety Key factor <i>Practical problems based on using the marginal costing formulae and key factor</i>
3	<b>Managerial Decision Making</b>
	Make or buy Sales mix decisions Exploring new markets Plant shut down decision <i>Practical problems</i>
4	<b>Standard Costing and Variance Analysis</b>
	Preliminaries in installing of a standard cost system Material Cost variance Labour cost variance Variable overhead variances Fixed Overhead variances Sales variances Profit variances <i>Practical problems</i>

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
Programme at Semester VI  
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**1. Elective Courses (EC)**

**2. Financial Management - III**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Business Valuation	05
02	Mergers and Acquisitions	15
03	Corporate Restructuring and Takeovers	15
04	Lease and Hire Purchase Financing	15
05	Working Capital financing	10
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Business Valuation</b>
	<p>Conceptual Framework of Valuation – Book Value, Market Value, Economic Value, Liquidation Value, Replacement Value, Salvage Value, Value of Goodwill and Fair Value</p> <p>Approaches of Valuation – Assets Based Approach to Valuation, Earnings Based Approach to Valuation , Earnings Measure on Cash Flow Basis, Market Value Added Approach and Economic Value Added.</p>
2	<b>Mergers and Acquisitions</b>
	<p>Introduction- Basic modes of acquiring another firm, Synergy effects, Difference between Merger and Takeover, Advantages of Mergers and Acquisitions, Benefits of Merger for Acquiring firm, Reasons of companies to offer themselves for sale, Reasons for failure of Mergers and Reverse Merger.</p> <p>Commonly Used Bases for determining the Exchange Ratio – EPS, MPS, Book value and Combination of Measures and Evaluation of Mergers (Practical Problems)</p>
3	<b>Corporate Restructuring and Takeovers</b>
	<p>Introduction – Meaning, Need and Importance, Forms of Restructuring, Advantages and Disadvantages</p> <p>Takeovers – Meaning, SEBI Guidelines, Anti-takeover defences and Asset and Liability Restructuring. (Practical Problems)</p>
4	<b>Lease and Hire Purchase Financing</b>
	<p>Introduction – Meaning and Types of Leases, Rationale, Mechanics, Operating Leases, Leasing as Financing Decisions, Calculation of Cash flows of a finance lease.</p> <p>Hire Purchase – Meaning, Need and Importance, Calculation of Hire Purchase instalments.</p> <p>Choice between Leasing and Hire Purchase</p>
5	<b>Working Capital financing</b>
	<p>Introduction – Key features and Characteristics of Trade Credit, Bank Credit, Commercial Papers, Certificate of Deposits and Factoring.</p> <p>Practical Problems based on Factoring and calculations of yield of CP's and CD's</p>

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
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**1. Elective Courses (EC)**

**3. Taxation - Paper V (Indirect Taxes – III)**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Payment of Tax and Refunds	08
02	Returns	08
03	Accounts, Audit, Assessment and Records	08
04	Custom Act - I	12
05	Custom Act - II	12
06	Foreign Trade Policy	12
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Payment of Tax and Refunds</b>
	Payment of Tax, Interest and other Amounts, Interest on delayed Payment, TDS, TCS Refund of tax, Refund in certain cases, Interest on delayed refunds
2	<b>Returns</b>
	Types of Returns and Provisions relating to filing of Returns
3	<b>Accounts, Audit, Assessment and Records</b>
	Accounts and other records, Period of retention of accounts, Electronic Way Bill Self-Assessment, Provisional Assessment, Scrutiny of Returns, Assessment of non-filers of Returns, Assessment of Unregistered person, summary assessment in certain special cases, Audit by tax authorities, Special Audit.
4	<b>Custom Act - I</b>
	Introduction to customs law including Constitutional aspects Levy of and exemptions from customs duties – All provisions including application of customs law, taxable event, charge of customs duty, exceptions to levy of customs duty, exemption from custom duty Types of customs duties Classification and valuation of imported and export goods
5	<b>Custom Act - II</b>
	Import and Export Procedures – All import and export procedures including special procedures relating to baggage, goods imported or exported by post, stores Provisions relating to coastal goods and vessels carrying coastal goods Warehousing and Drawback
6	<b>Foreign Trade Policy</b>
	Introduction to FTP – legislation governing FTP, salient features of an FTP, Foreign Trade Policy 2015- 20, administration of FTP, contents of FTP, scope of FTP. Provision related to import and export of goods Basic concepts relating to export promotion schemes provided under FTP – Duty Exemption & remission Schemes, Duty Free Import Authorization Scheme, Reward scheme, Export Promotion Capital Goods Scheme, EOU, STP, BTP AND EHTP scheme.

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
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**1. Elective Courses (EC)**

**4. Security Analysis and Portfolio Management**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Portfolio Management – An Introduction & Process	12
02	Portfolio Management – Valuation	12
03	Fundamental Analysis	12
04	Technical Analysis	12
05	Efficient Market Theory & CAPM	12
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Portfolio Management – An Introduction &amp; Process</b>
	<p>Investment - Meaning, Characteristics, Objectives, Investment V/s Speculation, Investment V/s Gambling and Types of Investors</p> <p>Portfolio Management – Meaning, Evolution, Phases, Role of Portfolio Managers, Advantages of Portfolio Management.</p> <p>Investment Environment in India and factors conducive for investment in India.</p> <p>Portfolio Analysis – Meaning and its Components, Calculation of Expected Return and Risk, Calculation of Covariance, Risk – Return Trade off.</p> <p>Portfolio Selection – Meaning, Feasible Set of Portfolios, Efficient Set of Portfolios, Selection of Optimal Portfolio, Markowitz Model, Limitations of Markowitz Model, Measuring Security Return and Portfolio Return and Risk under Single Index Model and Multi Index Model.</p>
2	<b>Portfolio Management – Valuation</b>
	<p>Portfolio Revision – Meaning, Need, Constraints and Strategies.</p> <p>Portfolio Evaluation – Meaning, Need, Measuring Returns (Sharpe, Treynor and Jensen Ratios) and Decomposition of Performance.</p>
3	<b>Fundamental Analysis</b>
	<p>Economy Analysis – Meaning, Framework, Economic Analysis, Forecasting, Barometric or Indicator Approach, Econometric Model Building and Opportunistic Model Building.</p> <p>Industry Analysis – Concept of Analysis, Industry Life Cycle, Industry Characteristics</p> <p>Company Analysis – Financial Statements, Analysis of Financial Statements, (Practical questions on Debt equity ratios, total debt ratio, proprietary ratios, interest coverage ratio, Profitability ratios related to sales, investment and equity shares Efficiency or Activity Ratios) and Assessment of risk ( Leverages)</p>
4	<b>Technical Analysis</b>
	<p>Dow Theory</p> <p>Meaning and Principles of Technical Analysis, Price Chart, Line Chart, Bar Chart, Japanese Candlestick Chart, Trends and Trend Reversals, Chart Patterns, Support and Resistance, Reversal Patterns, Continuation Patterns and Elliot Wave Theory</p> <p>Mathematical Indicators – Calculation of Moving Averages (Simple and Exponential Moving Average), Oscillators and Relative Strength Index</p> <p>Market Indicators</p> <p>Fundamental Analysis V/s Technical Analysis</p>

Sr. No.	Modules / Units
5	<b>Efficient Market Theory &amp; CAPM</b>
	Random Walk Theory The Efficient Market Hypothesis Forms of Market Efficiency Competitive Market Hypothesis CAPM – Fundamental Notions of Portfolio Theory, Assumption of CAPM, Efficient Frontier with Riskless Lending and Borrowing, Capital Market Line, Security Market Line and Pricing of Securities with CAPM. Arbitrage Pricing Theory (APT) – The Return Generating Model, Factors Affecting Stock Return, Expected Return on Stock, APT V/s CAPM.

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)  
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**1. Elective Courses (EC)**

**5. Management Control Systems**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Developments in Management Accounting and Control Systems	08
02	Financial Goal Setting	12
03	Responsibility Centres	15
04	Transfer Pricing	15
05	Inflation Accounting	10
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
1	<b>Developments in Management Accounting and Control Systems</b>
	<p>–Introduction- The Modern economic environment, Traditional production processes, The background to change, The new manufacturing computer-aided design, Computer-aided manufacturing, Computer-integrated manufacturing, Flexible manufacturing systems, Value chain, Production operations systems and Management strategies, Material requirements planning, Manufacturing Resources Planning, Optimised Production Technology (OPT), ERP, CRM and SCM Just-in-time concept , Total Quality Management (TQM) and Synchronous Manufacturing.</p> <p>Control in special sectors: Scrap Control, Control of R &amp; D – Project Control, Administrative Cost Control and the emphasis on continuous improvement.</p>
2	<b>Financial Goal Setting</b>
	<p>Analysis of Incremental ROI, Sensitivity Analysis, Developing Financial Goals along Organizational Hierarchy.</p> <p>Concept and Technique of Responsibility Budgeting - Analytical framework for Developing Responsibility Budgets - Integrating Responsibility Budgets Integrating Responsibility Budgeting with MBO System.</p>
3	<b>Responsibility Centres</b>
	<p>Introduction to Cost, Revenue, Profit and Investment Centres, Reporting of Responsibility Centre.</p> <p>Performance Measures -Investment Centres/Strategic Business Units, Return on Investment, The problems with ROI and Residual income (RI)</p>
4	<b>Transfer Pricing</b>
	<p>Introduction - Aims and Features, General rules, Cost-based prices, Market-based prices, Marginal cost, Dual pricing, Profit-maximising transfer prices, Negotiated transfer prices and other behavioural considerations</p>
5	<b>Inflation Accounting</b>
	<p>Introduction - Need, Brief History, Methods of Inflation Accounting (Current Purchasing Power and Current Cost Accounting), Inflation Accounting and Corporate Taxation. Financial Reporting to Management under conditions of change in price level.</p>

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**1. Elective Courses (EC)**

**6. Economics Paper – III (Indian Economy)**

**Modules at a Glance**

<b>Sr. No.</b>	<b>Modules</b>	<b>No. of Lectures</b>
01	Introduction Agricultural Sector	15
02	Industrial Sector	15
03	Service Sector and External Sector	15
04	Money and Banking	15
	<b>Total</b>	<b>60</b>

Sr. No.	Modules / Units
<b>1</b>	<b>Introduction Agricultural Sector</b>
	Introduction Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance Agricultural marketing National agricultural policy
<b>2</b>	<b>Industrial Sector</b>
	Growth and pattern of industrialization Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects
<b>3</b>	<b>Service Sector and External Sector</b>
	Service Sector Nature and scope of service industry Recent trends in Banking industry, Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991 FDI, foreign capital and transnational companies in India. Role and impact of SAARC, ASEAN and WTO
<b>4</b>	<b>Money and Banking</b>
	Money market and its features Monetary policy of RBI Progress of commercial banking in India Development of capital markets SEBI and its functions

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)**  
**Programme at Semester VI**  
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**2. Core Courses (EC)**

**1. Financial Accounting – VII**

**Modules at a Glance**

Sr. No.	Modules	No. of Lectures
01	Final Account for Electricity Company	15
02	Final Accounts for Co-Operative Society: (Co-Operative Housing Society and Consumer Co-Operative Society)	15
03	Investment Accounting (w.r.t. Accounting Standard - 13)	10
04	Mutual Fund	08
05	Introduction to IFRS and Indian Accounting Standards	12
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1	<b>Final Account for Electricity Company</b>
	Final Accounts as per Double Account System <ul style="list-style-type: none"> <li>• Final Accounts as per Electricity Rules</li> <li>• Receipt &amp; Expenditure on Capital Account</li> <li>• General Balance Sheet</li> <li>• Contingency Reserve</li> </ul> Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets Simple practical problems
2	<b>Final Accounts for Co-Operative Society (Co-Operative Housing Society and Consumer Co-Operative Society)</b>
	Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting provisions including appropriation to various funds Format of Final Accounts – Form N Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society
3	<b>Investment Accounting (w.r.t. Accounting Standard- 13)</b>
	For shares (variable income bearing securities) For debentures/Preference. shares (fixed income bearing securities) Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). Columnar format for investment account.
4	<b>Mutual Fund</b>
	Introduction, Historical Background SEBI Guidelines, Organisation, NAC Scheme, Types of Mutual Fund Schemes, , FOF Scheme, Load or No-Load Scheme, Investment Valuation norms, Pricing of units, Contents of Balance sheet and revenue Account, Evaluation of mutual funds, Disposal of Investments, Recognition of Income, Accounting policies and entries.
5	<b>Introduction to IFRS</b>
	<b>Accounting standards:</b> Role/objectives of accounting standards, Development of accounting standards in India - Requirements of international accounting standards - International organizations engaged in accounting harmonization - IASB - FASB - Role of IASB in developing IFRS, Applicability, Interpretation, Scope and compliance of Accounting Standards <b>Indian Accounting standards (Ind AS) :</b> Introduction, Road map, First time adaptation of Indian Accounting Standard, Conceptual framework <b>Comparison of Ind AS, IFRS and AS</b> <b>IFRS :</b> Introduction, scope Purpose & Objective of financial statement-its Frame work-its assumption, characteristics, element, recognition & measurement., first time adoption of IFRS Convergence of Ind-As and IFRS

**Revised Syllabus of Courses of B.Com.(Accounting and Finance)  
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<ul style="list-style-type: none"> <li>• <i>Indirect Taxes: Law and Practice by V.S. Datey, Taxmann</i></li> <li>• <i>Indirect Taxes by V.S. Balchandra, Sultan Chand and Sons, New Delhi</i></li> <li>• <i>GST Law &amp; practice with Customs &amp; FTP by V.S. Datey, Taxmann</i></li> <li>• <i>GST by V.S. Datey, Taxmann</i></li> <li>• <i>GST &amp; customs Law by K.M. Bansal, University Edition</i></li> <li>• <i>GST Law &amp; practice with Customs &amp; FTP by Vineet Sodhani, Snow White Publications</i></li> <li>• <i>GST Law &amp; practice with Customs &amp; FTP by Sanjiv Agarwal, Snow White Publications</i></li> <li>• <i>Indirect taxes(Containing GST, Customs &amp; FTP) by MOhd. Rafi, Bharat Publications</i></li> </ul>
<b>Security Analysis And Portfolio Management</b>
<ul style="list-style-type: none"> <li>• <i>Blake, David 1992, Financial Market Analysis , McGraw Hill London</i></li> <li>• <i>Francis J.C Investments, Analysis and Management McGraw Hill New York.</i></li> <li>• <i>Pistolese Clifford Using Technical Analysis Vision Books</i></li> <li>• <i>Reilly Frank K and Keith Brown Investment Analysis and Portfolio Management.</i></li> </ul>

## Reference Books

### Management Control Systems

- Anthony & Govindrajana - *Management Control Systems (TATA McGraw Hill), 12th Edition, 2006.*
- Bob Scarlett – *Management Accounting and Performance Evaluation, Oxford Press, 2006 Edition*
- Maciaririllo & Kirby – *Management Control Systems (Prentice Hall India), 2th Edition*

### Economics

- *Indian Economic Survey Reports (Annual), Ministry of Finance, Government of India*
- *Indian Economy by Misra and Puri, Himalaya Publishing House - Delhi*
- *Gaurav Dutt & Ashwini Mahajan, (2016) Indian Economy, S.Chand & company PVT LTD New Delhi*
- *A.N. Agarwal – Indian Economy problems of Development and Planning New Age International Publisher*
- *Ruddar Datt K.P.M Sundharam – Indian Economy S. Chand E-co LTD. Delhi*

### Core Courses (CC)

#### Financial Accounting - VII

- *Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi*
- *Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi*
- *Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi*
- *Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Financial Accounting by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi*
- *Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai*
- *Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi*
- *Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc*
- *Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida*
- *Compendium of Statement and Standard of Accounting, ICAI*
- *Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai*
- *Company Accounting Standards by Shrinivasan Anand, Taxman, New Delhi*
- *Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi*
- *Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi*
- *Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi*
- *Financial Accounting a Managerial Perspective, Varadraj B. Bapat, Mehul Raithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi*

# University of Mumbai



**B.Com. (Accounting and Finance)  
Programme  
Guidelines for Project Work  
at  
Third Year  
Semester VI**

**Under Choice Based Credit, Grading and  
Semester System**

*(To be implemented from Academic Year 2018-2019)*

***Board of Studies-in-Accountancy***

## **Introduction**

Inclusion of project work in the course curriculum of the B.Com. (Accounting & Finance) programme is one of the ambitious aspects in the programme structure. The main objective of inclusion of project work is to inculcate the element of research analyse and scientific temperament challenging the potential of learner as regards to his/ her eager to enquire and ability to interpret particular aspect of the study. It is expected that the guiding teacher should undertake the counselling sessions and make the awareness among the learners about the methodology of formulation, preparation and evaluation pattern of the project work.

- There are two modes of preparation of project work
  1. Project work based on research methodology in the study area
  2. Project work based on internship in the study area

## **Guidelines for preparation of Project Work**

### **1. General guidelines for preparation of project work based on Research Methodology**

- The project topic may be undertaken in any area of Elective Courses.
- Each of the learner has to undertake a Project individually under the supervision of a teacher-guide.
- The learner shall decide the topic and title which should be specific, clear and with definite scope in consultation with the teacher-guide concerned.
- University/college shall allot a guiding teacher for guidance to the students based on her / his specialization.
- The project report shall be prepared as per the broad guidelines given below:
  - Font type: Times New Roman
  - Font size: 12-For content, 14-for Title
  - Line Space : 1.5-for content and 1-for in table work
  - Paper Size: A4
  - Margin : in Left-1.5, Up-Down-Right-1
  - The Project Report shall be bounded.
  - The project report should be 80 to 100 pages

# Format

*1<sup>st</sup> page (Main Page)*

*Title of the problem of the Project*

**A Project Submitted to  
University of Mumbai for partial completion of the degree of  
Bachelor in Commerce (Accounting and Finance)  
Under the Faculty of Commerce**

**By**

*Name of the Learner*

**Under the Guidance of**

*Name of the Guiding Teacher*

*Name and address of the College*

*Month and Year*

*2<sup>nd</sup> Page*

*This page to be repeated on 2<sup>nd</sup> page (i.e. inside after main page)*

*On separate page*

## **Index**

Chapter No. 1 (sub point 1.1, 1.1.1, .... And so on)	Title of the Chapter	Page No.
Chapter No. 2	Title of the Chapter	
Chapter No. 3	Title of the Chapter	
Chapter No. 4	Title of the Chapter	
Chapter No. 5	Title of the Chapter	

**List of tables, if any, with page numbers.**

**List of Graphs, if any, with page numbers.**

**List of Appendix, if any, with page numbers.**

**Abbreviations used:**

# **Structure to be followed to maintain the uniformity in formulation and presentation of Project Work**

## *(Model Structure of the Project Work)*

- **Chapter No. 1: Introduction**

In this chapter Selection and relevance of the problem, historical background of the problem, brief profile of the study area, definition/s of related aspects, characteristics, different concepts pertaining to the problem etc can be incorporated by the learner.

- **Chapter No. 2: Research Methodology**

This chapter will include Objectives, Hypothesis, Scope of the study, limitations of the study, significance of the study, Selection of the problem, Sample size, Data collection, Tabulation of data, Techniques and tools to be used, etc can be incorporated by the learner.

- **Chapter No. 3: Literature Review**

This chapter will provide information about studies done on the respective issue. This would specify how the study undertaken is relevant and contribute for value addition in information/ knowledge/ application of study area which ultimately helps the learner to undertake further study on same issue.

- **Chapter No. 4: Data Analysis, Interpretation and Presentation**

This chapter is the core part of the study. The analysis pertaining to collected data will be done by the learner. The application of selected tools or techniques will be used to arrive at findings. In this, table of information's, presentation of graphs etc. can be provided with interpretation by the learner.

- **Chapter No. 5: Conclusions and Suggestions**

In this chapter of project work, findings of work will be covered and suggestion will be enlisted to validate the objectives and hypotheses.

*Note: If required more chapters of data analysis can be added.*

- **Bibliography**
- **Appendix**

*On separate page*

*Name and address of the college*

## ***Certificate***

This is to certify that Ms/Mr \_\_\_\_\_ has worked and duly completed her/his Project Work for the degree of Bachelor in Commerce (Accounting & Finance) under the Faculty of Commerce in the subject of \_\_\_\_\_ and her/his project is entitled, “ \_\_\_\_\_ *Title of the Project* \_\_\_\_\_ ” under my supervision.

I further certify that the entire work has been done by the learner under my guidance and that no part of it has been submitted previously for any Degree or Diploma of any University.

It is her/ his own work and facts reported by her/his personal findings and investigations.



Name and Signature of  
Guiding Teacher

Date of submission:

*On separate page*

## ***Declaration by learner***

I the undersigned Miss / Mr. \_\_\_\_\_ *Name of the learner* \_\_\_\_\_ here by,  
declare that the work embodied in this project work titled “ \_\_\_\_\_  
\_\_\_\_\_ *Title of the Project* \_\_\_\_\_ ”,  
forms my own contribution to the research work carried out under the guidance of  
\_\_\_\_\_ *Name of the guiding teacher* \_\_\_\_\_ is a result of my own research work and has  
not been previously submitted to any other University for any other Degree/ Diploma  
to this or any other University.

Wherever reference has been made to previous works of others, it has been clearly  
indicated as such and included in the bibliography.

I, here by further declare that all information of this document has been obtained and  
presented in accordance with academic rules and ethical conduct.

Name and Signature of the learner

Certified by

Name and signature of the Guiding Teacher

*On separate page*

## ***Acknowledgment***

*(Model structure of the acknowledgement)*

To list who all have helped me is difficult because they are so numerous and the depth is so enormous.

I would like to acknowledge the following as being idealistic channels and fresh dimensions in the completion of this project.

I take this opportunity to thank the **University of Mumbai** for giving me chance to do this project.

I would like to thank my **Principal**, \_\_\_\_\_ for providing the necessary facilities required for completion of this project.

I take this opportunity to thank our **Coordinator** \_\_\_\_\_, for her moral support and guidance.

I would also like to express my sincere gratitude towards my project guide \_\_\_\_\_ whose guidance and care made the project successful.

I would like to thank my **College Library**, for having provided various reference books and magazines related to my project.

Lastly, I would like to thank each and every person who directly or indirectly helped me in the completion of the project especially **my Parents and Peers** who supported me throughout my project.

## 2. Guidelines for Internship based project work

- Minimum 20 days/ 100 hours of Internship with an Organisation/ NGO/ Charitable Organisation/ Private firm.
- The theme of the internship should be based on any study area of the elective courses
- Experience Certificate is Mandatory
- A project report has to be brief in content and must include the following aspects:
  - **Executive Summary:**  
A bird's eye view of your entire presentation has to be precisely offered under this category.
  - **Introduction on the Company:**  
A Concise representation of company/ organization defining its scope, products/ services and its SWOT analysis.
  - **Statement and Objectives:**  
The mission and vision of the organization need to be stated enshrining its broad strategies.
  - **Your Role in the Organisation during the internship:**  
The key aspects handled, the department under which you were deployed and brief summary report duly acknowledged by the reporting head.
  - **Challenges:**  
The challenges confronted while churning out theoretical knowledge into practical world.
  - **Conclusion:**  
A brief overview of your experience and suggestions to bridge the gap between theory and practice.
- The project report based on internship shall be prepared as per the broad guidelines given below:
  - Font type: Times New Roman
  - Font size: 12-For content, 14-for Title
  - Line Space : 1.5-for content and 1-for in table work
  - Paper Size: A4
  - Margin : in Left-1.5, Up-Down-Right-1
  - The Project Report shall be bounded.
  - The project report should be of minimum 50 pages

## Evaluation pattern of the project work

The Project Report shall be evaluated in two stages viz.	
<b>• Evaluation of Project Report (Bound Copy)</b>	<b>60 Marks</b>
▪ Introduction and other areas covered	20 Marks
▪ Research Methodology, Presentation, Analysis and interpretation of data	30 Marks
▪ Conclusion & Recommendations	10 Marks
<b>• Conduct of Viva-voce</b>	<b>40 Marks</b>
▪ In the course of Viva-voce, the questions may be asked such as importance / relevance of the study, objective of the study, methodology of the study/ mode of Enquiry (question responses)	10 Marks
▪ Ability to explain the analysis, findings, concluding observations, recommendation, limitations of the Study	20 Marks
▪ Overall Impression (including Communication Skill)	10 Marks

**Note:**

- *The guiding teacher along with the external evaluator appointed by the University/ College for the evaluation of project shall conduct the viva-voce examination as per the evaluation pattern*

### Passing Standard

- Minimum of Grade E in the project component
- In case of failing in the project work, the same project can be revised for ATKT examination.
- Absence of student for viva voce: If any student fails to appear for the viva voce on the date and time fixed by the department such student shall appear for the viva voce on the date and time fixed by the Department, such student shall appear for the viva voce only along with students of the next batch.

**Revised Syllabus of Courses of B.Com. (Accounting and Finance) Programme  
at Semester V and VI  
with effect from the Academic Year 2018-2019**

**Scheme of Evaluation**

The performance of the learners will be evaluated in two Components. One component will be the Internal Assessment component carrying 25% marks and the second component will be the Semester-wise End Examination component carrying 75% marks. The allocation of marks for the Internal Assessment and Semester End Examinations will be as shown below:-

**A) Internal Assessment: 25 %**

**Question Paper Pattern  
(Internal Assessment- Courses without Practical Courses)**

Sr. No.	Particular	Marks
1	<b>One class test (20 Marks)</b>	
	Match the Column/ Fill in the Blanks/ Multiple Choice Questions <i>(½ Mark each)</i>	05 Marks
	Answer in One or Two Lines (Concept based Questions) <i>(01 Mark each)</i>	05 Marks
	Answer in Brief (Attempt Any Two of the Three) <i>(05 Marks each)</i>	10 Marks
2	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks

**B) Semester End Examination: 75 %**

- i) Duration: The examination shall be of 2 ½ Hours duration
- ii) Theory question paper pattern
  - There shall be five questions each of 15 marks.
  - All questions shall be compulsory with internal choice within the questions.
  - Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the topic.

**(Detail question paper pattern has been given separately)**

**❖ Passing Standard**

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment and Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 10 out of 25) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 30 Out of 75) separately, to pass the course and minimum of Grade E to pass a particular semester A learner will be said to have passed the course if the learner passes the Internal Assessment and Semester End Examination together.

## **Question Paper Pattern (Practical Courses)**

Maximum Marks: 75

Questions to be set: 05

Duration: 2 1/2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A. Sub Questions to be asked 10 and to be answered any 08 B. Sub Questions to be asked 10 and to be answered any 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	15 Marks
Q-2	Full Length Practical Question <b>OR</b>	15 Marks
Q-2	Full Length Practical Question	15 Marks
Q-3	Full Length Practical Question <b>OR</b>	15 Marks
Q-3	Full Length Practical Question	15 Marks
Q-4	Full Length Practical Question <b>OR</b>	15 Marks
Q-4	Full Length Practical Question	15 Marks
Q-5	A) Theory questions B) Theory questions <b>OR</b>	08 Marks 07 Marks
Q-5	Short Notes To be asked 05 To be answered 03	15 Marks

**Note:**

**Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.**

## **Question Paper Pattern (Theoretical Courses)**

Maximum Marks: 75

Questions to be set: 05

Duration: 2 1/2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 10 and to be answered any 08 B) Sub Questions to be asked 10 and to be answered any 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	15 Marks
Q-2	Full Length Question <b>OR</b>	15 Marks
Q-2	Full Length Question	15 Marks
Q-3	Full Length Question <b>OR</b>	15 Marks
Q-3	Full Length Question	15 Marks
Q-4	Full Length Question <b>OR</b>	15 Marks
Q-4	Full Length Question	15 Marks
Q-5	A) Theory questions B) Theory questions <b>OR</b>	08 Marks 07 Marks
Q-5	Short Notes To be asked 05 To be answered 03	15 Marks

**Note:**

**Theory question of 15 marks may be divided into two sub questions of 7/8 and 10/5Marks.**