

UNIVERSITY OF KOTA, KOTA



**SCHEME OF EXAMINATION AND COURSES OF STUDY
FACULTY OF COMMERCE
M.Com. (Accounting and Finance) Degree Four Semesters Course
Session 2023-24**

M.COM (ACCOUNTING AND FINANCE)

The Master of commerce (Accounting and Finance) is a two years full time course. The course has been organized in IV Semesters over two years. Each year will comprise of two semesters.

- **Course Code:** A&F10150T
- **Type of Course:** Generic
- **Title of the Course:** M. Com (Accounting and Finance)
- **Level of the Course:** PG Level
- **Credit of the Course:** 100
- **Delivery Sub-Type of the Course:** Practical
- **Pre-requisite of the Course:** Any graduate pass from the recognized university

The course is designed to provide holistic knowledge of Accounting and Finance to the master's level students so, as to make them capable of undertaking their learnings into practicality. It aims at providing a complete overview of all the aspects related to the subject. Finance is the backbone of any commercial activity and proper management of financial transaction is crucial for the sustainable running of the business. Accounting in simpler terms can be defined as the proper management of financial transactions of the firm by keeping it in a book or entry type format.

With expanding business and growth opportunities firms nowadays require a dedicated set of personnel who can handle their finance related matters in an effective and efficient manner. This, in turn, has increased the demand for qualified commerce background students in the industry.

A master's level course in accounting and finance tries to satisfy the industry's demands by crafting professional and qualified personnel out of master's level students. The course achieves these objectives through its exhaustive syllabus and wider coverage area that provides the students with a 360-degree overview of the concepts and principle.

Objectives:

- ✓ To generate managerial skills for dealing with International Business.
- ✓ To locate, ensure, recognize and develop the enabling capabilities of students for management of International Business.
- ✓ To develop innovation and employability.
- ✓ To develop skills in Students so that they are place able in the industry.

Duration of the Course:

The course M.Com (Accounting and Finance) shall consist of two academic years divided into four semesters.

Eligibility for Admission:

As per (*Prospectus : 2019-2020, University of Kota, Kota*) The M.Com (Accounting and Finance) programme consists of:

- (i) Any Graduate pass from recognized university / as per University Norms.
- (ii) Core and Skill based courses of theory as well as practical papers which are compulsory for all students.
- (iii) Dissertation/Project Work/Summer training/Field work which can be done in an organization (Government, Industry, Firm, Public Enterprise, *etc.*) approved by the Department.

Course designed with a focused employability in following Areas:

Teaching	The teaching job of college Assistant professor through qualifying RPSC Exam and also at university level.
UGC NET-JRF	Students can also apply for the UGC-NET/JRF for pursuing a PhD in the field of commerce and accounts
Accountant	The job of an accountant involves proper management of financial transaction records pertaining to revenue and expenditure of the firm.
Investment Analyst	The job involves market research in regards to investment options so, as to offer best possible advice to the investors.
Personal Finance Consultant	Personal Finance Consultant is involved in providing personalized solutions in regards to the financial management related queries of the customers/firms.
Investment Banker	An Investment banker act as an advisory that provides investment-related advice to government or big corporations helping them raise money in the capital market.
Economic officer	It is a typical public sector job for which recruitment is done through UPSC exam. The job involves one to be in a role of economic advisor or assistant in various departments/ministries

Attendance:

Every teaching faculty handling a course shall be responsible for the maintenance of attendance Register for candidates who have registered for the course. The teacher of the course must intimate the Head of the Department at least seven calendar days before the last instruction day in the semester about the attendance particulars of all students. Each student should earn 75% attendance in the courses of a particular semester failing which he or she will not be permitted to appear in the End-Semester Examinations. However, it shall be open to the authorities to grant exemption to a candidate who has failed to obtain the prescribed 75% attendance for valid reasons and such exemptions should not under any circumstance be granted for attendance below 65%.

Teaching Methodologies:

The classroom teaching would be through conventional lectures or power point presentations (PPT). The lecture would be such that the student should participate actively in the discussion. Student seminars would be conducted and scientific discussions would be arranged to improve their communicative skills. In the laboratory, instructions would be given for the experiments followed by demonstration and finally the students have to do the experiments individually.

Maximum Marks:

Maximum marks of a theory and practical paper shall be decided on the basis of their contact hours/credit per week. One teaching hour per week shall equal to one credit and carry 25 maximum marks and therefore, four teaching hours/credit per week shall carry 100 maximum marks for each theory paper/course. Each four contact hours per week for laboratory or practical work shall be equal to two credits per week and carry 25 maximum

marks and therefore, sixteen teaching hours per week shall carry 100 maximum marks for laboratory or practical work.

Scheme of Examinations:

The examination shall be divided into two parts in which first part is continuous assessment or internal assessment and second part is semester assessment or external assessment. The schemes for the internal and external examinations shall be as under:

- a) The assessment of the student for theory paper shall be divided into two parts in which first part is continuous assessment or internal assessment (30% of maximum marks) and second part is semester assessment or external assessment (70% of maximum marks). For practical papers there will be only one external assessment (100% of maximum marks).
- b) The internal assessment for each theory paper shall be taken by the teacher concerned in the Department during each semester. There will be one internal assessment tests each of 15% weightage, for theory papers in each semester. Internal assessment test shall be of one hour duration for each paper and shall be taken according to academic calendar notified by the University. ***One internal assessment test shall be of 20 Marks Maximum which is written based examination of one hour duration and 10 Marks on the basis of the candidate’s attendance (regularity), participation in departmental activities (i.e. seminars, workshops, fun - learning activities etc.) and PPT presentation or assignment on any topic of each paper given by teacher concerned.***

Continuous Assessment Weightage			External Assessment Weightage	Total marks (Total Credits)
Mid term	Seminar Project report/ presentation	Total	Paper Based External Evaluation (End term examination)	
20	10	30	70	100 (04)

Evaluation of 200 marks (08 credits)

For each paper 100 Marks internal evaluation will be by course coordinator and teacher concerned will be devoted to presentation by the student and remaining 100 marks evaluation by panel of at least one external examiner (appointed by the university) and one internal examiner at the end of each semester.

- c) A student who remains absent (defaulter) or fails or wants to improve the marks in the internal assessment may be permitted to appear in the desired paper(s) (only one time) in the same semester with the permission of the concerned Head of the Department. A defaulter / improvement fee of Rupees 250/- per paper shall be charged from such candidates. Duly forwarded application of such candidates by the teacher concerned shall be submitted to HOD who may permit the candidate to appear in the internal assessment after depositing the defaulter/ improvement fee. A record of such candidates shall be kept in the Department.

- d) The external assessment shall be of three hours duration for each theory paper and six hours duration for practical paper. The practical examination shall be taken by the panel of at least one external and one internal examiner at the end of each semester.

- e) *'Student should qualify both internal & external assessment separately to pass the paper i.e. if candidate passes in external & fails in internal, the candidate has to reappear in internal & external exam of that paper. But if candidate passes in the internal & fails in the external, the candidate has to reappear in external exam of that paper and in internal examination he has option either to forward the obtained internal marks of that paper in the previous attempt (on the basis of the application submitted by the candidate and approval of Head of Department for the same) or can reappear in the internal examination if he want to improve his marks in that paper.'*
- f) The syllabus for each theory paper is divided into five independent units and each theory question paper will be divided into two sections as mentioned below:
- Section-A shall have 01 compulsory question comprising 10 questions (maximum 20 words answer) taking two questions from each unit. Each question shall be of one mark and total marks of this section will be 10. This section will be compulsory in the paper.
There will be one question with 10 marks having two parts from each unit with no internal choice.
The Weightage of each part is 2 marks hence the total weightage of this section is 20 marks (10×2).
 - Section-B will carry 25 marks with equally divided into five long answer type questions (answer about in 250 words) and examiners are advised to set two questions from each unit and students are instructed to attempt five questions by selecting one question from each unit.
There will be five questions with one question from each unit with internal choice (may have sub-division). The weight of each question of 10 marks hence the total weightage of the section is 50 marks (10×5)
- g) The pattern of question paper of internal and external shall be as follows:
- (A) Continuous or Internal Assessment:**
30% weightage of Maximum Marks (30 Marks out of 100 Maximum Marks)

DEPARTMENT OF COMMERCE AND MANAGEMENT UNIVERSITY OF KOTA, KOTA

First/Second Internal Test 20.....

Duration of Exam: 1.00 Hr

Class: M.Com

Subject:

No. of Students:

Max. Marks: 20

Semester:

Paper:

Teacher:

Note: The question paper contains three sections as under:

Section-A : One compulsory question with 04 parts. Please give short answers in 30 words for each part.

Section-B : 02 questions to be attempted having answers approximately in 300 words.

SECTION A

Q.1		2
(a)		2
(b)		2
(c)		2
(d)		2
SECTION B		
Q.2		6
Q.3		6

(B) Semester or External Assessment:

70% weightage of Max. Marks (70 Marks out of 100 Max. Marks)

Duration of Examination: 3 Hours

Max. Marks: 70

SECTION-A: 10x2=20

(Answer all questions)

(Two question from each unit with no internal choice)

Q. No. 12

- (i) **2Marks**
- (ii) **2 Marks**
- (iii) **2Marks**
- (iv) **2Marks**
- (v) **2Marks**
- (vi) **2Marks**
- (vii) **2Marks**
- (viii) **2Marks**
- (ix) **2Marks**
- (x) **2 Marks**

SECTION-B: 10x5=50

(Answer all questions)

(One question from each unit with internal choice) (Maximum two sub-divisions only)

Q. No. 2. .

.....
Or
.....

Q. No. 3.

10 Marks

.....
Or
.....

Q. No. 4.

10 Marks

.....
Or
.....

Q. No. 5.

10 Marks

.....
Or
.....

Q. No. 6.

10 Marks

.....
Or
.....

Rules regarding determination of results / As per University Norms:

Each semester shall be regarded as a unit for working out the result of the candidates. The result of the each semester examination shall be worked out separately (even if he/she has appeared at the paper of the lower semester along with the papers of higher semester) in accordance with the following conditions:

- a) The candidate shall be declared as pass in a semester examination, if he/she secures at least 40% marks in each theory paper separately in external & internal examination and 50% marks in each practical paper and at least 50% marks in project/dissertation with 50% aggregate marks in that semester.
- b) A candidate declared as fail/absent in one or more papers at any odd semester examination shall be permitted to take admission in the next higher semester (even semester) of the same academic session.
- c) A candidate may be promoted in the next academic session (odd semester) if he/she has cleared collectively at least 50% of the papers of both semesters of previous

academic session with 50% of the aggregate marks. The candidate who does not fulfil the above condition will remain as an ex-student and will reappear in the due papers along with next odd/even semester exams.

- d) If any student who is provisionally admitted in higher odd semester but could not secure prescribed minimum marks in previous semesters will be treated as ex-student and his/her admission fee will be carry forwarded to the next odd semester of forthcoming academic session.
- e) If a candidate, who is declared as pass, wishes to improve his/her performance in the theory papers of previous semester, he/she may re-appear only one time in these papers in next odd/even semester examinations.
- f) Candidate shall not be permitted to re-appear or improve the marks obtained in the external examination of practical / dissertation in any condition.
- g) If the number of papers prescribed in a semester examination is an odd number, it shall be increased by one for the purpose of reckoning 50% of the papers for considering the student pass/fail.
- h) A candidate may be given only two additional chances for passing the semester thus maximum tenure for completing the two years' postgraduate course will be limited to four years, for three years postgraduate programme up to five years and so on.
- i) The grace marks scheme shall be applicable as per University norms.

COURSE STRUCTURE

S.No.	Category	Paper Code	Nomenclature	Maximum Marks		Credits
				Internal*	External**	
1	DCC	101	Financial Management	30	70	4
2	DCC	102	Corporate Accounting - I	30	70	4
3	DCC	103	Management Accounting	30	70	4
4	DCC	104	Indian Financial System	30	70	4
5	DCC	105	Computerized Accounting and Communicative English	-	200	8
			Total Marks (600)	120	480	24
			Semester II			
1	DCC	201	Advanced Statistical Analysis	30	70	4
2	DCC	202	Cost Accounting and Cost Control	30	70	4
3	DCC	203	Security Market Operations and Portfolio Management	30	70	4
4	DCC	204	Research Methodology	30	70	4
5	DCC	205	Spreadsheet Applications	-	200	8
	CHO			50		2
			Total Marks (650)	170	480	26
			Semester III			
1	DCC	301	Project Planning and Control	30	70	4
2	DCC	302	Operation Research	30	70	4
3	DSE	303	Corporate Tax Planning and Management OR Govt. Accounting and Auditing	30	70	4
4	DSE	304	Advanced Accounting OR Corporate Governance and CSR	30	70	4
5	IOJ	305	Summer Placement & Work Report Presentation	-	100+100 = 200	8
	CHO			50		2
			Total Marks (650)	170	480	26
			Semester IV			
1	DCC	401	Ethics in Accounting	30	70	4
2	DCC	402	Indirect Taxes	30	70	4
3	DSE	403	Contemporary Auditing OR Cost Audit, Standards and Management Audit	30	70	4
4	DSE	404	Corporate Accounting- II	30	70	4

			OR Behavioral Finance			
5	DPR	405	Dissertation and Viva Voce Or MOOC Course Banking and Financial Markets: A Risk Management Perspective	-	100+100=200	8
			Total Marks (600)	120	480	24
Grand Total Credits						100

Continuous Assessment Weightage			External Assessment Weightage	Total marks (Total Credits)
Mid term	Seminar Project report/ presentation	Total	Paper Based External Evaluation (End term examination)	
20	10	30	70	100 (04)

Evaluation of 200 marks (08 credits)

For each paper 100 Marks internal evaluation will be by course coordinator and teacher concerned will be devoted to presentation by the student and remaining 100 marks evaluation by panel of at least one external examiner (appointed by the university) and one internal examiner at the end of each semester.

SEMESTER FIRST

101. FINANCIAL MANAGEMENT

Objective

To inculcate knowledge about basics of financial management

UNIT- 1

Financial Management: Meaning, Scope, Finance function, Agency theory, Objectives of financial management, Profit maximization and Wealth maximization, Time Value of Money.

UNIT- 2

Capital Structure: Meaning, Financial Structure, Leverages, Operating Leverages, Degree of operating leverages, Behavior of degrees of operating leverages, Financial Leverages and combined leverages, Capital structure plan and degree of operating leverages. Indifferences point of alternate plans. EBIT and EPS Analysis, Financial breakeven point, Cost of capital, Computation of various components of capital structure, Weighted average cost of capital, capital structure theories.

UNIT- 3

Investment Decisions: Concept of Capital Budgeting, Features of capital budgeting and their comparative analysis, Capital budgeting under certainty & uncertainty.

UNIT -4

Investment in Current assets: Meaning of working Capital, Types of working capital, Monitoring efficiency in working capital management, Cash & Receivable Management. Inventory management determination of various levels of inventory, Economic orders Quantity (EOQ) and Re-order level under uncertainty.

UNIT -5

Dividend Decisions: Introduction, Divisible profit, Legal aspects of divisible profits, Kinds of dividends, Dividend policy, Factors affecting dividend policy, Importance of stable dividend policies, Theories of dividend. Walters Models, Gordon Model, M.M. Hypothesis.

Suggested Readings

1. Agrawal & Agrawal : Financial Management (Hindi).
2. Bhalla V.K.: Modern Working Capital Management, Anmol Pub, Delhi
3. Brigham E.F, Gapenski L.C., and Ehrhardt M.C: The Financial Management and Practice; Harcourt College Publishers, Singapore.
4. Khan M.Y.and Jain P.K: Financial Management,Text and Problems; Tata McGraw Hill, New Delhi.
5. Pandey I.M: Financial Management: VikasPublishing House, New Delhi.
6. Prasanna Chandra: Financial Management Theory and Practice; Tata McGraw Hill, New Delhi
7. Rao, Singh, Rao,: Financial Management : Apex Publishers, Udaipur
8. Van Home J.C: Financial Management and Policy;Prentice Hall of India, New Delhi.
9. Van Home J.C: Fundamentals of FinancialManagement; Prentice Hall of India, New Delhi.

102. CORPORATE ACCOUNTING I

Objective

This course enables the students to develop awareness about Corporate Accounting inconformity with Indian Accounting Standards.

Course Contents:

Unit – I

Ind AS 1 Presentation of Financial Statements

Ind AS 2 Inventories

Unit – II

Ind AS 7 Statement of Cash Flows

Ind AS 12 Income Taxes

Unit – III

Ind AS 16 Property, Plant, and Equipment

Ind AS 20 Accounting for Government Grants and Disclosure of Government Assistance

Unit – IV

Ind AS 23 Borrowing Costs

Ind AS 24 Related Party Disclosures

Unit – V

Ind AS 32 Financial Instruments Presentation

Ind AS 33 Earnings per Share

Suggested Readings:

1. Chatterjee, B.D., Jain Jinendra - Illustrated Guide to Indian Accounting Standards (Ind AS)
2. CA Santosh Maller – Accounting under Ind AS
3. Patel Chintan N., Mantri Bhupendra - A Quick Guide To Indian Accounting Standards (Ind AS)
4. D'Souza Dolphy, Bansal Vishal- Indian Accounting Standards (Ind AS)
5. Saraf Mukesh - Practical Implementation and Application Guide of Indian Accounting Standards (Ind-AS) - IFRS Converged Ind-AS
6. Adukia Rajkumar S - Handbook On Indian Accounting Standards (Ind As) - Converged Global Accounting Standards
7. Miriyala Ravi Kant, Miriyala Sunitanjani - Ind AS Made Easy

103. MANAGEMENT ACCOUNTING

Objective

This course provides the students an understanding of Management, Accounting Concepts and applications.

COURSE CONTENTS

Unit – I

Management Accounting: Meaning, Definition, Nature and Scope, Difference between Financial Accounting and Cost Accounting and Management Accounting Functions, Object, Importance and Techniques, Role of Management Accountants.

Fundamentals of Financial Statements: Nature and Subject matter of Profit & Loss Account and Balance Sheet, Limitations of Financial Statements.

Unit – II

Financial Statements Analysis : Meaning and Definition, Objectives, Importance, Type of Financial Analysis, Tools and Techniques of Financial Analysis Limitations of Analysis, Analysis of Comparative Financial Statements and Common-size Statements, Trend Analysis.

Ratio Analysis: Meaning and Definition, Forms, Importance, Objectives and Precaution, Limitations, Classification, Calculation and Interpretation of Financial Ratios.

Unit – III

Analysis of Working Capital: Meaning, Definitions, Concepts, Type, Components, Determinants, Analysis of Working Capital, Estimation of Working Capital requirements. Cash Flow Statement as per IND AS: Concept, Meaning and definitions, objectives, importance, limitations and preparation.

Unit – IV

Management Information and Reporting System : Meaning and Definition, Importance, Installation of Management Information System, Principles of a good Information System, Information and Reporting, Essential of a good reporting System, Type of accounting reports, Limitations of reporting system.

Business Forecasting : Concept, Objectives, Importance, Methods. Exponential Smoothing

UNIT-V

Analysis of Value Addition : Concept of Value addition, Meaning and Definition, Value Added Statement, Calculation of Value Added Ratios, Preparation and Interpretation of Value Added Statement.

Balanced Scorecard: Financial Perspective, Customer Perspective, Internal Business Process Perspective, Learning and Growth Perspective.

Suggested Readings :

1. Anthony, R.N.: Management Accounting, (D.B. Taraporewala & Sons Pvt.Ltd., Mumbai.
2. Garison, Ray H.: Managerial Accounting (Business Publications, Inc.)
3. Hingorani, N.L., Ramanathan & Grewal, T.S. : Management Accounting Sultan Chand & Sons, Delhi.
4. John Dearden & Bhattacharya : Management Accounting Vikas Publishing House, New Delhi.
5. Kaplan, Robert S. and Atkinson, Anthony A: Advanced Management Accounting, Pearson Education Asia.
6. Keller, I.R.: Management Accounting for Profit Control (McGraw Hill.)
7. Khandelwal, N.M.: Prabandhakiya Lekhanken, Rajasthan Hindi Granth Academy, Jaipur
8. Manmohan & Sinha : Management Accounting, Sahitya Bhawan, Agra.
9. Rao, N.S., Heda, B.L. and Gupta, S.L.: Management Accounting (Hindi), Apex publishing House, Udaipur
10. Tricker, R.L.: Management Information & Control System, John Wiley & Sons.
11. Vinayakam & Sinha: Management Accounting, Sahitya Bhawan, Agra.

104. INDIAN FINANCIAL SYSTEM

Objective

This course aims at providing students with an understanding of the structure, organization, and working of financial system in India.

Course Contents:- UNIT-I

Indian Financial system: Nature and role of financial system; Constituents of Indian Financial system. Financial system and economic development;

UNIT-II

Financial Markets: Money and capital markets; Money market: meaning, constituents, functions of money market; Money market instruments; Recent trends in Indian money market; Capital market: primary and secondary markets;

Financial Services: Types of financial services, fund based and fee based; Risk Regulatory framework for Financial Services in India

UNIT-III

Indian Banking System: RBI, Commercial Banking - Meaning, functions, management and investment policies, Development Banking - Concept, objectives and functions of development banks, Credit Creation and Credit Control.

Non-Banking Financial Institutions: Concept and role of non-banking financial institutions; Sources of finance; Functions of non-banking financial institutions; Investment policies and non-banking financial institutions in India.

UNIT-IV

Merchant Banking: Concept, functions and growth; Government policy and merchant banking services, SEBI guidelines; Future of merchant banking in India.

Hire Purchase and Leasing concept and objectives,

UNIT-V

Mutual Funds: Concept, performance appraisal and regulation of mutual funds (with special reference to SEBI guidelines); Designing and marketing of mutual funds schemes; Latest mutual fund schemes in India; an overview.

Credit Rating objectives and scope, Functions of credit Rating Agencies, Credit Rating agencies in India, Benefits and Limitations of Credit Rating.

Suggested Readings:

1. Avadhani: Investment and Securities Markets in India, Himalaya Publications, Delhi.
2. Averbach, Robert D.: Money, Banking and Financial Markets; MacMillan, London
3. Babu G. Ramesh, Financial Services in India, Concept Publishing Company, New Delhi.
4. Bater G.S., Financial Services and Markets, Deep & Deep Publications, New Delhi.
5. Bhasin Niti, Banking & Financial Markets in India, New Century Publications, New Delhi.
6. Bhole, L.M.: Financial Markets and Institutions, Tata McGraw Hill, Delhi
7. Desai Vasant, India Financial Systems, Himalaya Publishing House, New Delhi.
8. Ghosh, D.: Banking Policy in India, Allied Publications, Delhi
9. Giddy, I.H.: Global Financial Markets, A.I.T.B.S., Delhi
10. Gordan & Natarajan, Financial Markets and Services, Himalaya Publishing House, New Delhi.
11. Khan, M.Y.: Indian Financial System, Tata McGraw Hill, Delhi.
12. Reserve Banks of India, Various Reports, RBI Publication, Mumbai
13. Srivastava R.M.: Management of Indian Financial Institution; Himalaya Publishing House, New Delhi
14. Varshney, P.N.: Indian Financial System, Sultan Chand & Sons, New Delhi
15. Verma J.C.: Guide to Mutual Funds and Investment Portfolio, Bharat Publishing House, New Delhi

105. COMPUTERISED ACCOUNTING and COMMUNICATIVE ENGLISH

Objective

To impart the knowledge of implementing accounting procedure with the use of computers

COURSE CONTENTS:-

Unit -1

Introduction, Types of Accounts, Accounting Principles or concepts, Mode of Accounting, rules of Accounting, Double-entry system of bookkeeping, Creation / setting up of Company in Tally.ERP9 ,Chart of Groups, Groups, Multiple Groups, Ledgers, Multiple Ledgers, Stock Groups, Multiple Stock Groups, Stock Categories, Multiple Stock Categories, Units of Measure, Stock Items

Unit -2

Introduction ,Types of Vouchers, Chart of Vouchers ,Bill-wise details, Cost centers and Cost Categories, Multiple currencies, Interest calculations ,TDS, TDS Reports, TDS Online Payment, TDS Returns filing. Tally vault. Security controls
Tally Audit, Backup and restore, Split Company Data, import and export of data, Printing Reports and Cheques, Financial Statements, Trading Account,

Unit -3

Profit & Loss Account, Balance Sheet, Trail balance, Day Book, List of Accounts, Stock ,Summary, Outstanding Statement Inventory, CGST ,SGST ,List of Accounts, Stock Summary, Outstanding Statement

Unit -4

Telephonic conversation- Introducing yourself, Giving Information, Answering the call, Leaving message, Taking notes, Comprehension Improving, comprehension skills, techniques for good comprehension, Understanding author's viewpoint, summarizing, understanding the gist, Importance of report, characteristics of a report, format of a report, writing a report

Unit-5

Resume writing for job application, Building a good resume, types of resume
Business letters and Emails- objectives of writing letters and emails, structure of letters, structure of emails, types of business letters (collection, credit, enquiry, claim, adjustment, sales, etc.), E-mail etiquettes,
Group discussion- characteristics of a group discussion, Do's and Don'ts of group discussion
Common Errors- Errors related to various parts of speech (noun, pronoun, adjective, adverb, and preposition)

Suggested Readings:

1. Bangiz Reamesh: Learning Tally 9
2. Blyton Enid : Mystery of Tall
3. Bhargava Rita : Tally 7.2 including VAT TDS under new tax system
4. Maidasani Dinesh : Straight to the point tally 9/0
5. Nadhani, A.K. and Nadhani, K.K. : Implementing Tally 9 Comprehensive Guide
6. Nadhani, A.K. and Nadhani, K.K. : Simple Tally 9
7. O'Brien, T.: The Ultimate Book of Common Errors by Rupa Publications Pvt. Ltd.
8. Singh, Vishnu Priya: Quick Learn Tally Version 9.0
9. Sharma, R.C and Mohan, K. : Business Correspondence and Report Writing by Tata McGraw – Hill Publishing Company Limited.
10. Taylor, S. and Chandra, V.: Communication for Business – A Practical Approach – 4th

Edition, Pearson, India

Note: Latest version of Tally software shall be implemented which is available before the commencement of semester.

**SPECIAL RULES AND SCHEME OF EXAMINATION FOR PAPER CODE
105: COMPUTERIZED ACCOUNTING AND COMMUNICATIVE ENGLISH**

1. The examination in this paper shall consist of two parts:

	Time
Computerized Accounting (I TO III UNIT):	Max. Marks: 120 2hrs
Communicative English (IV & V):	Max. Marks: 80 1hrs

Candidate shall have to pass separately in both the parts.
2. Examination of computerized accounting shall consist of one practical lab exam and shall be conducted by a board of examiners having one external (to be appointed by the university) and one internal examiner.
3. Viva Voce for Communicative English shall consist of one practical lab exam and shall be conducted by a board of examiners having one external (to be appointed by the University) and one internal examiner.

SEMESTER SECOND

201. ADVANCED STATISTICAL ANALYSIS

Objective:-

To enable the students to gain understanding of statistical techniques as per requirements of business.

Course Contents:-

Unit – I

Probability: addition, Multiplication theorem, Conditional Probability, Mathematical expectations, Bayesian Approach, Theoretical frequency distribution.

Unit – II

Tests of Significance – T test, F-test, z test, chi square test, ANOVA (One way & Two way)

Unit – III

Non-parametric Tests: Sign test, Run Test, Signed Rank Test, Kruskal Wallis Test, Interpolation and Extrapolation

Unit – IV

Partial and multiple correlation and regression, Association of attributes (Two attribute situations).

Unit – V

Statistical Decision Theory, Software Applications in Statistics- SPSS

Suggested Readings:

1. Sancheti and Kapoor – Statistics.
2. Hooda, R.P. – Statistics for Business and Economics.
3. Gupta, S.P. – Statistics.
4. Gupta, B.N. – Statistics.
5. Nagar, K.N. – Sakhyiki ke Mool Tattva, Meenakshi Prakashan, Agra.

202. COST ACCOUNTING AND COST CONTROL

Objective:-

This course aims at apprising the student of advanced topics in the subject. **Course Contents:-**

Unit – I

Budgetary Control System: Major features, need and advantages, Role of Accountant in BCS, Types of Budget, Steps and process of Budgeting, Dimensions in budgeting, Kaizen Budgeting, Activity Based Budgeting, Responsibility and Accountability, Human Aspects in Budgeting.

Unit – II

Uniform Costing: Concept, Meaning, Definition, Objectives, Scope and Limitations, Uniform Costing and Inter-firm comparisons, Uniform Costing and Managerial Decisions for inter harmonization and competition.

Unit – III

Activity Based Costing: Concepts, Nature, Scope, Significance, objectives and Limitations of ABC, Basic characteristics of ABC, Difference between Traditional, Target and Activity Based Costing, Product Life Cycle and its Stages, ABC Umbrella Management, Cost Driver Analysis, Levels of costs, Product Profitability Analysis, Benefits and Criticism of Activity Based Costing.

Unit – IV

Cost Based Decision Making: Make or Buy, Purchase or Lease, Drop or Continue

Unit – V

Cost Accounting Standards in India: Introduction, CAS - 1: Classification of Cost, CAS - 6 Material Cost, CAS -7: Employee Cost, CAS-16: Depreciation and Amortisation

Suggested Readings:

1. Arora, M.N. – Cost Accounting, Himalaya Publishing Company, New Delhi.
2. Barfield, J.T., Raiborn, C.A. and Kinney, M.R. – Cost Accounting: traditions and Innovations, South Western College Publishing Co., Cincinnati, OH 45227.
3. Bhar, B.K. – Cost Accounting.
4. Gordon Shilling law – Cost Accounting: Analysis and Control, D.B.Taraporevala Sons & Co. (Pvt.) Ltd., Bombay.
5. Horngren, C.T., Foster, G. and Datar, S.M. – Cost Accounting: A Managerial Emphasis, Prentice Hall of India, New Delhi
6. Jain, D.C., Khandelwal, M.C. and Pareek, H.S. – Cost Accounting, Amjara Book Company, Jaipur.
7. Khan, M.Y. and Jain, P.K – Cost Accounting and Financial Management, Tata McGraw Hill Pub. Co. Ltd., New Delhi.

203. SECURITY MARKET OPERATIONS and PORTFOLIO MANAGEMENT

Objective

The objective of this course is to impart knowledge about operations in security markets and other related institutions and enable students learn various methods of building portfolios evaluation and revision under various economic environmental constraints.

Course Contents:- Unit-I

Security Markets: Primary and secondary market; Primary market: its role and functions; methods of selling securities in primary market; new financial instruments.

Unit-II

Brokers, registrars and managers, bankers, etc., Listing of securities; Depository: Introduction, role and need; Share Price Indices: Need and importance; Compiling of index numbers and interpretation.

Unit-III

Portfolio Management: Meaning, importance, objectives and various issues in portfolio construction, revision of portfolio: an evaluation

Portfolio Analysis: Estimating rate of return and standard deviation of portfolio returns; Effects of Combining securities; Markowitz risk-return optimization solution.

Single Index Model: Portfolio total risk, portfolio market risk and unique risk; Sharpe optimization solution.

Capital market Theory: Capital market line, security market line; Risk free lending and borrowing; recent developments.

Unit-IV

Factor Models: Arbitrage pricing theory, Principle of Arbitrage, arbitrage portfolios, two factor and multi-factor models.

Portfolio Construction: Techniques of portfolio construction.

Portfolio Performance Evaluation: Measure of return, risk adjusted measures performance evaluation, Techniques sharpe, method of treynor, jenson, market timing, evaluation criteria and procedures.

Unit-V

Derivative Trading: Future and forwards: concept, meaning and importance;

Futures: Hedgers and speculators; Future contract; Future markets: clearing house, margins, Mark to Market margins, Future Trading; Future Pricing;

Options: Types of options; Valuation of options; Binomial Option Pricing Model; Black-Scholes model; Futures vs. options

Suggested Readings:

1. Barua, Raghunathan and Verma: Portfolio Management, Tata McGraw Hill, Delhi
2. Clark, James and Francis: Investment Analysis and Management, McGraw Hill, International Edition, New York.
3. Elton Edwin J., Gumber Martin J.: Modern J: Modern Portfolio Theory and Investment Analysis, John Wiley, New York.
4. Fabozzi, Frank J: Investment Management, Prentice Hall, International Edition, New York.
5. Fischer, D.E. and Jordan R.J.: Security Analysis and Portfolio Management, Prentice Hall, Delhi.
6. Sharpe, Willam F., Gordon J. Alexander and J.V. Bailly: Investments, Prentice Hall, Delhi.
7. Chandrate, K.R., et al: Capital Issue, SEBI & Listing; Bharat Publishing House, New Delhi
8. Dalton, John M.: How the stock Market Works, Prentice Hall, New Delhi
9. Donald E. Fisher, Ronald J. Jordan: Security Analysis and Portfolio Management; Prentice all, New Delhi.

10. Machi Raju, H.R.: Working of Stock Exchanges in India; Eastern Ltd., New Delhi.
11. Raghunathan, V.: Stock Exchanges and Investments; Tata McGraw Hill, New Delhi.
12. Website of bseindia.com, nseindia.com
13. Chance, Don M.: An Introduction to Derivatives, Dryden Press, International Edition.
14. Chew, Lilian: Managing Derivative Risk, John Wiley, New Jersey
15. Hull, J.: Options, Futures and other Derivatives, Prentice Hall, New Delhi.
16. Report of Prof. L.C. Gupta: Committee on Derivatives Trading.
17. Report of Prof. J.C. Verma: Committee Report on Derivatives Trading.

204. RESEARCH METHODOLOGY

Objective:-

This Course aims at providing an overview of research methodology and certain quantitative techniques.

Course Contents:-

Unit – I

Research: Definition, Importance, Types, Steps in Research Methodology, Defining Research Problem; Research Design.

Unit – II

Sampling Design: Types of Sample, Purpose and advantages of sampling, Sampling Error, Measurement and Scaling, Multi-dimensional scaling.

Unit – III

Types of Data: Primary, Secondary; Techniques of Data Collection: Questionnaire, Interview and Schedule and their formats.

Unit – IV

Hypothesis Formulation: Meaning, Nature, types, characteristics of a useful hypothesis, importance of a Hypothesis, testing hypothesis.

Unit – V

Multivariate Analysis: Factor Analysis, Discriminant Analysis, Research Report Writing, Referencing: APA and MLA, Bibliography.

Suggested Readings:

1. Beri, G.C. – Marketing Research
2. Boyd *et al.* – Marketing Research
3. Kothari, C.R. – Research Methodology
4. Sharma, K.R. – Business Research Methods
5. Das, Priyaranjan – Research Methodology with SPSS

205. SPREADSHEET APPLICATIONS

Objective: This course focuses at providing a comprehensive input on the subject.

GENERAL OBJECTIVES: This course provides the student with the knowledge to organize, analyze, and evaluate spreadsheet data.

Unit -1

Session 1 Introduction

Interface, Tabs and Ribbons, Document Windows, Navigation Tips, Office Button and Save

Session 2: Entering, Editing and Formatting Data

Introduction, Entering Data, Fonts, Fills, and Alignment, Cut, Copy, and Paste, Paste Special, Undo and Redo, Moving, Finding, and Replacing a Value, Cell Styles, Comments

Session 3: Formatting Numbers

Introduction, Currency Format, Format Painter, Formatting Dates, Custom and Special Formats

Session 4: Managing Worksheets

Introduction ,Naming and Moving Worksheets, Copying Worksheets, Adding, Deleting and Hiding ,Worksheets, Grouping Worksheets, Moving, Copying, Deleting and Hiding Grouped Worksheets.

Unit -2

Session 5: Modifying Rows and Columns

Introduction, Inserting and Deleting Columns and Rows, Inserting & Deleting Cells, Inserting Multiple Columns & Rows, Modifying Cell Width and Height, Hiding and Unhiding Rows and Columns

Session 6: Understanding Formulas

Introduction, Using Operations, Creating Formulas, AutoSum, Common Formulas, Searching for Formulas, Copying Formulas, Using Relative and Absolute References

Session 7: Changing Views

Introduction, Workbook Views, Show/Hide, Zoom Features, Freeze Panes, Split Windows, Viewing Multiple Windows, Minimize The Ribbon, Worksheet Backgrounds, Watermarks

Session 8: AutoFill and Custom Lists

Introduction ,AutoFill a Series, AutoFill Non-Adjacent Cells, AutoFill on Multiple Sheets, Creating Custom Lists, Series Formatting

Unit -3

Session 9: Conditional Formatting

Introduction, Highlight Cells Rules, Top/Bottom Rules, Data Bars, Color Scales, Custom Formatting Rule

Session 10: Tables

Introduction, Insert a Table and Style Options, Add Rows and Columns, Perform a Function in a Table, Summarise With Pivot Table,

Session 11: Referencing Formulas

Introduction, Multiple Sheet References, Consolidating Data - With or Without Links

Session 12: Ranges and Dates

Introduction, Cell Names, Named Ranges, Formulas with Cell Names, Date Formulas

Unit -4

Session 13: Conditional Logic

Introduction ,IF Statement, Nested IF,AND,OR,NOT,IFERROR,SUMIF,AVERAGEIF,COUNTIF & COUNTIFS,SUMIFS,AVERAGEIFS

Session 14: Text Formulas

Introduction, Case Formulas, Fix Number Fields, Trim Spaces, Substitute Text

Session 15: Introduction to Charts

Introduction, Chart Types, Instant Chart, Update Chart, Column Chart, Picture Fill, Adjust Chart Size, Line Chart, Scatter Chart, Session

Session 16: Outline, Sort, Filter, and Subtotal

Sort Data, Filter Data, Advanced Filter, Conditional Sorting and Filtering,

Unit -5

Session 17: Protecting Data

Introduction, Workbook Passwords, Protecting Workbooks, Unlocking Cells,

Session 18: Printing

Introduction, Page Orientation, Page Breaks, Print Area, Margins, Print Titles, Headers and Footers, Scaling, Sheet Options

Session 19: Macros

Introduction and Macro Security, Recording a Macro, Assign a Macro to a Button or Shape, Run a Macro upon Opening a Workbook, How to Inspect and Modify a Macro

Session 20: Saving a Workbook

Introduction, Save As Previous Version, Auto Recover Save Options, Templates, Save As PDF, Save As Web Page, Macro-Enabled Workbook

Suggestive Readings:

1. Microsoft Excel 2019 Winston Waynw Publisher PHI
2. Data Analysis with excel Nigam Manisha BPB Publication
3. Excel 2019 Lalwani Lokesh, BPB Publication

SEMESTER THIRD

301. PROJECT PLANNING AND CONTROL

Objective

The objective of this course is to enable students learn the process and issues relating to preparation, appraisal, review and monitoring of projects.

Course Contents

UNIT I

Identification of Investment Opportunities: Project ideas, screening of ideas; Environment scanning and opportunity analysis; Government regulatory framework.

Market and Demand Analysis: Information required for market and demand analysis; Sources of information: primary and secondary; Demand forecasting.

UNIT II

Technical Analysis: Materials and inputs; Production technology; Product mix; Plant location and layout; Selection of plant and equipment.

Cost of Project and Means of Financing: Major cost components; Means of financing; Planning capital structure; Various financing schemes of financial institutions.

UNIT III

Profitability, Financial Projections and Tax Considerations: Cost of production; Break even analysis; Project balance sheet, profit and loss account and cash flows statement; Provisions and considerations for computing taxable income.

Appraisal Criteria and Appraisal Process: Methods of appraisal under certainty, risk and uncertainty; Investment appraisal in practice; Process followed by financial institutions; Project appraisal techniques.

UNIT IV

Social Cost Benefit Analysis: Rationale for social cost benefit analysis; Methodology of SCBA; L&M approach and UNIDO approach; Measurement of the impact on distribution: SCBA in India.

UNIT V

Network Techniques for Project Implementation, Monitoring and Control: PERT and CPM techniques; Critical path, event stacks and activity floats; Scheduling to match availability of manpower, Measures of variability and probability of completion by a specified date; Project implementation practices in India.

Suggested Readings:

1. Bryce, M.C.: Industrial Development, McGraw Hill (Int. Ed.), New York
2. Chandra, Prasanna: Project Preparation, Appraisal and Implementation, Tata McGraw Hill, Delhi.
3. Chaudhary, S.: Project Management, Tata McGraw Hill, New Delhi
4. I.D.B.I.: Manual of Industrial Project Analysis in Developing Countries.
5. Little I.M.D. and Mirrlees J.A.: Project Appraisal and Planning for Developing Countries, Heinemann Education Books, London.
6. O.E.C.D.: (i) Manual for Preparation of Industrial Feasibility Studies, (ii) Guide to Practical Project Appraisal.
7. Pitale, R.L.: Project Appraisal Techniques, Oxford and IBH.
8. Planning Commission: Manual for Preparation of Feasibility Report
9. Timothy, D.R. and W.R. Sewell: Project Appraisal and Review, Macmillan, India

302. OPERATIONS RESEARCH

Objective

To provide an overview of all the operations research techniques to the students.

Course Contents Unit – I

Operations Research: Concept, Significance, Models, Techniques, Approaches, and Limitations. Linear Programming: Characteristics, Need and Importance, Graphic Method, Simplex Method, Duality, Sensitivity Analysis.

Unit – II

Transportation Problem: Initial feasible solution, determining optimal solution, Assignment Problems: Unbalanced Problems.

Unit – III

Inventory Planning and Control: Objectives, Inventory costs, Inventory levels, Economic order quantity, and selective inventory control. Goal programming, Integer Programming (Elementary).

Unit – IV

Queuing Theory: Assumptions, Main elements, Problems. Game Theory: Two person zero sum game, Mixed strategies.

Unit – V

Network Analysis: CPM, PERT, Time-cost Trade off, Simulation: Monte Carlo Approach.

Suggested Readings:

1. Agrawal, N.P. – Operations Research.
2. Kapoor, V.K. – Operations Research.
3. Kothari, C.R. – Operations Research.
4. Vohra, N.D. – Operations Research.

303. CORPORATE TAX PLANNING AND MANAGEMENT

Objective:- To aim at selected aspects of the subject.

Course Contents:- Unit – I

Introduction to Tax Management: Concept of Tax Planning, Tax Avoidance and Tax Evasion, Corporation Taxation and Dividend Tax, Tax Planning for New Business – Tax Planning with reference to Location, Nature and form of Organisation of New Business.

Unit – II

Tax Planning for Financial Management Decisions: Tax Planning relating to Capital Structure Decision, Dividend Policy, Inter Corporate Dividend and Bonus Shares.

Unit – III

Tax Planning for Managerial Decision: Tax Planning in respect of Own or Lease, Sale of assets used for Scientific Research, Make or Buy Decisions, Repair, Replace, Renewals or Renovation and Shut Down or Continue Decisions.

Unit – IV

Special Tax Provision: Tax Provision relating to Free Trade Zones, Infrastructure Sector and Backward Areas, Tax Incentives for Exporters, Tax Planning with reference to Amalgamation of companies.

Unit – V

Tax Payment: Return of Income and Assessment, Penalties and Prosecution, Appeals and Revision, Tax Deduction and Collection at source, Advance Payment of Tax.

Suggested Readings:

1. Manoharan, T.N. – Income Tax, Snow White, Mumbai, 2010.
2. Mehrotra, H.C. – Income Tax: Law and Accounts: Sahitya Bhawa Publication, 2010-11.
- 3.. Singhania, Vinod, K. and Singhania, Kapil – Direct taxes: Taxman, New Delhi, 2010-11
4. Singhania, Vinod, K. etc. Direct Taxes Planning and Management: Taxman, 2010-11.
5. Tandon, O.C. – Taxation's Income Tax Rules, 1962, Bhargava, New Delhi, 2010.

OR

Government Accounting and Auditing

304. ADVANCED ACCOUNTING

OBJECTIVE

To provide knowledge about advanced topics in accounting.

Course Contents

Unit – I

Amalgamation, Absorption and Reconstruction of companies including intercompany holdings, preparation and implementation of reconstruction scheme (along with tax and social aspects).

Unit – II

Liquidation of companies: Consequences, List 'B' contributories, preferential creditors, liquidators and receivers final statements and preparation of statement of affairs and List 'H'. **Unit – III**
Accounts of Holding Companies: provisions of Companies Act, 2013 preparation of consolidated P&L a/c and B/s including intercompany.

Unit – IV

Accounts of Banking Companies: Provisions, schedule format, classification of assets, provisioning norms, income recognition.

Unit – V

Accounting systems for service sector companies: Hotels and Restaurants, Hospitals, Travel Companies, Micro Finance Companies.

Suggested Readings:

1. Gupta, R.L. and Radhaswami, M. – Advanced Accounts Vol. II (English & Hindi).
2. Khandelwal, M.C. – Higher Accounting (English & Hindi).
3. Maheshwari, S.N. – Advanced Accountancy Vol. II (English).
4. Sehgal Ashok and Sehgal Deepak – Advance Accounting Vol. II (English).
5. Shukla, M.C. and Grewal, T.S. – Advanced Accounts Vol. II (English & Hindi).

OR

Corporate Governance and CSR

305. Summer Placement & Work Report Presentation

- Student has to undergo a one month summer placement under either a professional i.e., CA, CMA, CS or under any Government or Private institute or business enterprise, immediately after second semester exams which will inculcate practical knowledge and practices among students.
- Under this placement, student has to undergo training in working hours during entire working days at the workplace and based on his learning, student has to prepare a Work Report.
- Workload: Maximum Four students to be allotted to each faculty member for which 2 periods per student will be assigned.
- The Work Report before submission has to be verified by the faculty or supervisor under whose supervision training has been allotted by the department and by the concerned professional (CA, CMA or CS) or designated authority of the institute (where training has been undertaken by the student).
- Examination:
The student shall be required to submit the Work Report and make presentation before a panel of examiners comprising one internal and one external expert (to be appointed by the university), who would jointly conduct evaluation.

SEMESTER FOURTH

401. ETHICS IN ACCOUNTING

Objective:

To provide knowledge about ethical issues in accounting

Course Contents:-

Unit – I

Nature, Scope and Purpose of Ethics, Relevance of Values, Importance of Ethics and Moral Standards, Sources of Ethics, types of Ethics, Ethical Dilemma, Ethics and its relation to accounting and auditing.

Unit – II

Indian Ethos: Concept, Need, Purpose and Relevance of Indian Ethos, Sources of Indian Ethos, Salient Features (Brain Stilling, Total Quality mind, Intuition, Triguna Theory, Sanskaras, Self Management, Yoga and Meditation, Holistic Approach.

Unit – III

Shri Bhagvad Gita and Self-Management: Overview of Geeta, Kith and Kin Dilemma, Karma Yoga, Leadership through conduct , self management, Guna Theory, White-Collar Crime and Cooking the Books: Enron, Arther-Anderson, Satyam Cases.

Unit – IV

Work Ethics: Concept, Four P's of Work Ethics, Ways and Means to improve Work Ethic, Work Ethics at various levels.

Theory of Swadharma, Gandhian Ethical Values, Theory of Trusteeship.

Unit – V

Corporate Governance: Introduction, Concept, purpose of Corporate Governance, International Practices or Models of CG, Best CG practices clause 49 of companies act – role of SEBI, benefits and barriers in effective CG in India.

Corporate Social Responsibility: Introduction, Concept of CSR, various areas of CSR, arguments for and against CSR, barriers in CSR implementation, CSR accounting and auditing, CSR scenario in India and emerging trends.

ICAI Code of Conduct

Suggested Readings:

1. Albrecht, W.S. – Ethical Issues in Practice of Accounting (South Western)
2. Chattopadhyay, P- Sins of Multinational Companies (IAA Research Foundation).
3. Gupta, Dipankar – Ethics Incorporated (Response Books)
4. Khandelwal, N.M.
5. Raju, M.K. – Managerial Challenges, CMK Raju Consultants Pvt. Ltd.

402. INDIRECT TAXES

Objective

This course aims at imparting basic knowledge about major indirect tax laws.

COURSE CONTENTS

Unit – I

CGST/SGST- Important terms and definitions under Central Goods and Service Tax Act, 2017 and State Goods and Service Tax Act, 2017, Basic of GST, Meaning and scope of supply, Levy and collection of tax.

Unit – II

CGST/SGST- Time and value of supply of goods and/ or services, Input Tax Credit, Transitional Provisions, Registration under CGST/SGST Act, Filing of Returns and Assessment, Payment of Tax including Payment of tax on reverse charge basis, Refund under the Act.

Unit – III

CGST/SGST- Maintenance of Accounts and Records, Composition scheme, Job work and its procedure, Various Exemptions under GST, Demand and recovery under GST, Miscellaneous provisions under GST.

Unit – IV

IGST- Scope of IGST, Important terms and definitions under Integrated Goods and Service Tax Act, 2017. Levy and collection of IGST, Principal for determining the place of supply and Place of supply of goods and services, Zero rated Supply.

Unit – V

Custom Duty Act : Introduction and definitions, Officers of Customs and their powers. Tax Liabilities and Valuation of Goods, Computation of Custom duty, Penalties and Prosecution.

Suggested Readings:

1. Abhishek Rastogi: Professionals guide to GST Ideation to reality (2017) Custom Act 1962 and Rules
2. Datey V.S.: GST Ready Reckoner, Taxman Publication, New Delhi Patel, Chaudhary: Indirect Taxes, Chaudhary Publication, Jaipur
3. Commercial GST, Commercial law publisher (India) Pvt Ltd, New Delhi.
4. Rajat Mohan: illustrated guide to GST (2017)

403. CONTEMPORARY AUDITING

Objective:-

This Course aims at provide a exposure about contemporary and advance topics on the subject.

Course Contents:- Unit – I

Audit of Limited Companies: Auditors responsibility, , Audit of branches and Joint Audit.
Concept of true and fair, concept of materiality in the context of audit companies.

Unit – II

Rights, Duties and Liabilities of Auditors; Non-financial Audit, Management Audit, Propriety Audit, and Efficiency Audit.

Unit – III

Audit under different provisions of Income Tax Act, Special features of audit of banks, Insurance companies and Cooperatives Society.

Unit – IV

Auditor's Report: Certificate and Report, Types of Audit Report, special reports on prospectus, dividends and divisible profits and depreciation.

Unit-V

Cost Audit: Meaning, Qualification, Rights, duties and liabilities of cost auditor.

Suggested Reading:

1. Jha Aruna – Students Guide to Auditing.
2. Gupta Kamal– Contemporary Auditing.
3. T.R. Sharma – Higher Auditing
4. Tandon B.N. – A Handbook of Practical Auditing.

OR

Cost Audit, Standards and Management Audit

404. CORPORATE ACCOUNTING II

Objective:-

To inculcate knowledge about Corporate Accounting with respect to Indian Accounting Standards.

Course content-

Unit– I

Ind AS 34 Interim Financial Reporting

Ind AS 36 Impairment of Assets

Unit – II

Ind AS 37 Provisions, Contingent Liabilities, and Contingent Assets

Ind AS 38 Intangible Assets

Unit – III

Ind AS 40 Investment Property

Ind AS 101 First-time Adoption of Indian Accounting Standards

Ind AS 103 Business Combinations

Unit – IV

Ind AS 104 Insurance Contracts

Ind AS 110 Consolidated Financial Statements

Ind AS 113 Fair Value Measurement

Unit – V

Ind AS 115 Revenue from Contracts with Customers

Ind AS 116 Leases

Suggested Readings:

1. Chatterjee, B.D., Jain Jinendra - Illustrated Guide to Indian Accounting Standards (Ind AS)
2. CA Santosh Maller – Accounting under Ind AS
3. Patel Chintan N., Mantri Bhupendra - A Quick Guide To Indian Accounting Standards (Ind AS)
4. D'Souza Dolphy, Bansal Vishal- Indian Accounting Standards (Ind AS)
5. Saraf Mukesh - Practical Implementation and Application Guide of Indian Accounting Standards (Ind-AS) - IFRS Converged Ind-AS
6. Rajkumar S Adukia - Handbook On Indian Accounting Standards (Ind As) - Converged Global Accounting Standards
7. Miriyala Ravi Kant, Miriyala Sunitanjani - Ind AS Made Easy

OR

Behavioral Finance

404. DISSERTATION

A Short Research shall be conducted by the student under supervision of a Faculty member assigned by the department. The candidate shall be required to submit two copies of the dissertation before commencement of fourth semester examination.

Evaluations shall be made by an external examiner (appointed by the university). Maximum marks for evaluation will be 50 and remaining 50 marks will be for viva - voce. A committee will be constituted to conduct the viva – voce examination. The members of the committee will be senior most Professor, HOD, Supervisor and External examiners (appointed by the university).

Or

Banking and Financial Markets: A Risk Management Perspective.

By P.C. Narayan Indian Institute of Management Bangalore (IIMB).

Banking and financial markets ‘encompass the ecosystem’ that (a) channelizes money from those who have it (i.e. savers/Investors) to those who need it (i.e. borrowers) and (b) facilitates cross-border flow of funds through exchange of currencies. That ecosystem of bank and financial markets (including Central Bank) has deepened in size. Sophistication and complexity over the years. However, in recent times they have also been the subject of abuse, failures and economic distress in several countries resulting in a ‘contagion’ that has concurrently affected several countries around the world.

More recently, and perhaps more importantly. Thanks to the liberalization of most economies, the world has witnessed an exponential increase in the free flow of capital across countries. Banking institution and financial markets, being the predominant conduit for such free flow of capital across countries, have therefore become even more “globally interconnected. “Such globally interconnected financial system, combined the risks and the consequent contagion, as witnessed in the global financial meltdown that was triggered in 2008.

The course will look at banking and financial markets from a risk management perspective where you will learn about.

How to measure and manage credit risk, interest rate risk, foreign exchange risk, operational risk, off-balance sheet risk, etc. In any financial system.

How these risks have become omnipresent and significantly more complex as a result of globalization and interconnectedness of banking and financial markets across countries.

Liquidity and solvency issues in financial institutions and markets and how they could be managed.

The structure of asset securitizations and credit derivatives and their role in managing (sometimes augmenting) risks in any financial system.

How to measure. Quantify and analyze the level and degree of financial risk over a stipulated time frame using different tools and techniques such as value at Risk (VaR), Stress Test, etc.

The role of regulation and monetary policy to: (a) ensure the stability and longevity of any financial system and (b) minimize the impact of possible adverse outcomes and contagion effects implicit in any financial crisis, particularly when the financial systems are globally interconnected.

Prerequisites:

Basic understanding of statics and mathematics concepts is recommended. Knowledge of basic finance and banking concepts would be an advantage. Alternatively, learners should have completed the course titled 'introduction to banking and financial markets – I.

COURSE LAYOUT

Week 1: Overview of risk Management

Overview of Risk Management in Banking and financial Markets Liquidity & solvency
Managing Liquidity (CRR and SLR) Managing solvency & capital Adequacy (BASEL-I)
Liquidity Risk Management.

Operational Risk: Measuring and Managing operational Risk

Week 2: credit Risk Retail Lending Lending to SMEs

Measuring and managing credit Risk Monitoring credit Risk
Credit Risk Assesments Models Loan Concentration Risk
Loan Portfolio Risk

Week 3: Interest Rate Risk Overview of Interest Rate Risk Yield Curve: An overview

Measuring and Managing IRR: Reprising Model Measuring and Managing IRR: Duration Gap
Analysis Interest Rate Derivatives
Interest Rate Futures Interest Rate Swaps
Risk Measurement Matrices VaR (Value at Risk)
Stress Test

Week 4: Foreign Exchange Risk

Recap of Foreign Exchange Risk concepts and Terminology Foreign Exchange Risk: Introduction
Managing Foreign Exchange Risk: Transaction Exposure
Translating Exposure Operating Exposure Currency options

Week 5: Asset Securitization, CDO & CDSs

Asset Securitization: An overview
Basic Attributes, Cash Flows and Structuring Payments Structure
Credit Rating and Credit Enhancements
Types of Securitization: Residential Mortgage Backed Securities (RMSB)

Week 6: BASEL II, BASEL III and Regulation & Monetary Policy

Basel II Guidelines for capital Adequacy Base III Guidelines

Regulation & Monetary Policy Regulation & Monetary Policy

Regulation and Monetary Police for Banks Need for Independence of Central Banks 2008 Financial Crisis

The student should visit SWAYAM portal for registration in course. Books and Reference
Instructor Bio

P.C. Narayan

Indian Institute of Management Bangalore (IIMB)

P.C. Narayan is a faculty member in the finance & Accounting Area at the Indian Institute of Management Bangalore (IIMB). Where he been teaching since 2003. His areas of research interest and expertise including risk management, banking and financial markets, International finance, regulation and monetary police and technology related to banking and financial markets. His PhD thesis won the ‘outstanding Doctoral Research Award’ of the Foundation for Management Education and Emerald publishing in 2013. He won the ‘Teaching Innovator Award-2016form the Ministry of Human Resources Development, Government of India for his innovative and effective use of technology in the graduate Class- room. He was a member of the Advisory Group of the Unique Identification Authority of India (UIDA) set up by the Government of India in 2009. He consults for and train managers in several organization in India and abroad in the banking, Manufacturing and information. Technology sectors. Priors to joining IIMB, he was based overseas for several for several years with a multinational bank andsubsequently as the president of a bank in India. Having spent many years in industry as well as in academia and having travelled to over 40 countries and having worked in 40 countries and having worked in 20 different countries, he brings a breadth of global experience and a unique cross-cultural perspective in his teaching and research.

COURSE CERTIFICATE

Type of Exam: Computer based exam

You will have to appear at the allotted exam centre and produce your Hall ticket and Government photo Identification card (Example: Driving License, Passport, PAN card, voter ID, Aadhaar-ID with your Name, date of birth photograph and signature) for verification and take the exam in person. You can find the final allotted exam centre details in hall ticket.

The questions will be on the computer and the answers will have to be entered on the computer; typemof questions may include multiple choice question, fill in the blanks etc.

FINAL CERTIFICATE:

Weithtage: 25% weigtage for weely assignment + 75% weigtage for exam.

Passing Marks: You will be eligible for certificate only if you score minimum 40% weekly assessment and min 40% in final exam. If you score less than 40% in either weekly assessments (avg) or in final exam, you will not receive the certificate.

The final score will determine if you will/will not receive a certificate.

- 1 Final Score < 40% No certificate.
- 2 Final Score between < 40% - 49.99%: Grade D.
- 3 Final Score < 40% - 50 - 59.99%: Grade C.
- 4 Final score between 60% - 84.99: Grade B.
- 5 Final score of 85% and above: Grade A.