

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

(To be implemented from Academic Year 2017-2018)

Semester IV

| No. of Courses | Semester IV | Credits |
|----------------------|--|-----------|
| 1 | <i>Elective Courses (EC)</i> *Any three courses from the following list of the courses | |
| 1 | Financial Accounting (Special Accounting Areas) - IV | 03 |
| 2 | Management Accounting (Introduction to Management Accounting) | 03 |
| 3 | Auditing - III | 03 |
| 4 | Taxation - III (Direct Taxes- II) | 03 |
| 5 | Wealth Management | 03 |
| 2 | <i>Ability Enhancement Courses (AEC)</i> | |
| 2A | <i>Ability Enhancement Compulsory Course (AECC)</i> | |
| 4 | Information Technology in Accountancy - II | 03 |
| 2B | <i>**Skill Enhancement Courses (SEC)</i> | |
| 5 | Any one course from the following list of the courses | 02 |
| 3 | <i>Core Courses (CC)</i> | |
| 6 | Business Law (Company Law) - III | 03 |
| 7 | Research Methodology in Accounting and Finance | 03 |
| Total Credits | | 20 |

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

**Revised Syllabus of Courses of B.Com. (Accounting and Finance)
Programme at Semester IV
with Effect from the Academic Year 2017-2018**

1. Elective Courses (EC)

Financial Accounting (Special Accounting Areas) - IV

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|--|------------------------|
| 1 | Preparation of Final Accounts of Companies. | 15 |
| 2 | Redemption of Preference Shares | 10 |
| 3 | Redemption of Debentures | 15 |
| 4 | Ascertainment and Treatment of Profit Prior to Incorporation | 10 |
| 5 | Foreign Branch | 10 |
| | Total | 60 |

| Sr. No. | Modules / Units |
|---------|--|
| 1 | Preparation of Final Accounts of Companies |
| | <p>Relevant provisions of Companies Act related to preparation of Final Account (excluding cash flow statement)</p> <p>Preparation of financial statements as per Companies Act. (excluding cash flow statement)</p> <p>AS 1 in relation to final accounts of companies (disclosure of accounting policies)</p> |
| 2 | Redemption of Preference Shares |
| | <p>Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules.</p> <p>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,</p> <p>(Question on entries and/or Balance Sheet)</p> <p>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 premium payable on redemption of preference shares.</p> |
| 3 | Redemption of Debentures |
| | <p>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</p> <p>Methods of redemption of debentures: By payment in lumpsum and by payment in instalments (excluding from by purchase in open market), Conversion.</p> <p>(Question on entries. ledgers and/or Balance Sheet and /or redemption of preference shares)</p> |
| 4 | Ascertainment and Treatment of Profit Prior to Incorporation |
| | <p>Principles for ascertainment</p> <p>Preparation of separate, combined and columnar Profit and Loss Account including different basis of allocation of expenses/ incomes</p> |
| 5 | Foreign Branch |
| | Conversion as per AS 11 and incorporation in HO accounts |

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1. Elective Courses (EC)

**Management Accounting
(Introduction to Management Accounting)**

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|--|------------------------|
| 1 | Introduction to Management Accounting | 05 |
| 2 | Analysis and Interpretation of Accounts | 10 |
| 2 | Financial Statement analysis: Ratio analysis | 15 |
| 3 | Cash Flow Analysis | 15 |
| 4 | Working Capital Management | 15 |
| | Total | 60 |

| Sr. No. | Modules / Units |
|---------|--|
| 1 | Introduction to Management Accounting |
| | Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting |
| 2 | Analysis and Interpretation of Accounts |
| | 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) |
| 3 | Financial Statement analysis: Ratio analysis |
| | Meaning of financial Statement Analysis, steps, Objective and types of Analysis. Ratio analysis: Meaning, classification, Du Point Chart, advantages and Limitations. Balance Sheet Ratios: i) Current Ratio ii) Liquid Ratio iii) Stock Working Capital Ratio iv) Proprietary Ratio v) Debt Equity Ratio vi) Capital Gearing Ratio Revenue Statement Ratios: i) Gross Profit Ratio ii) Expenses Ratio iii) Operating Ratio iv) Net Profit Ratio v) Net Operating Profit Ratio vi) Stock Turnover Ratio Combined Ratio i) Return on Capital employed (Including Long Term Borrowings) ii) Return on proprietor's Fund (Shareholders Fund and Preference Capital) iii) Return on Equity Capital iv) Dividend Payout Ratio v) Debt Service Ratio vi) Debtors Turnover vii) Creditors Turnover |
| 4 | Cash Flow Analysis |
| | Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only)) |
| 5 | Working Capital Management |
| | A. Concept, Nature of Working Capital , Planning of Working Capital B. Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization C. Operating Cycle Practical Problems |

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1. Elective Courses (EC)

Taxation - III (Direct Taxes- II)

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|--------------|---|-----------------|
| 1 | Clubbing of Income | 05 |
| 2 | Set Off & Carry Forward of Losses | 05 |
| 3 | Computation of Tax liability of Individual & HUF | 05 |
| 4 | Computation of Income of Partnership Firm in Relation to Sec: 40(b) & Tax Thereon With Applicable Rate of Tax | 15 |
| 5 | Return of Income – Sec 139 | 05 |
| 6 | Tax Deduction at Source Advance Tax Interest Payable | 15 |
| 7 | DTAA U/S 90 & 91 | 05 |
| 8 | Tax Planning & Ethics in Taxation | 05 |
| Total | | 60 |

| Sr. No. | Modules/ Units |
|---------|--|
| 1 | Clubbing of Income - Section 60 to 65 |
| 2 | Set Off & Carry Forward of Losses |
| | Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains |
| 3 | Computation of Tax liability of Individual & HUF |
| 4 | Computation of Income of Partnership Firm in Relation to Sec: 40(b) & Tax Thereon With Applicable Rate of Tax |
| 5 | Return of Income – Sec 139 |
| | Excluding u/s 139(4A), 139(4B), 139(4C) & 139 (4D) |
| 6 | Tax Deduction at Source Advance Tax U/S 207, 208, 209, 210 & 211 Interest Payable U/S 234A, 234B, 234C |
| | Basic Aspects of Deduction of Taxes at Source 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 Advance Tax U/S 207, 208, 209, 210 & 211 Sec: 207 – Income Liable to Advance Tax Sec: 208 – Liability of Advance Tax Sec: 209 – Computation of Advance Tax Sec: 210 – Payment of Advance Tax by Assessee on His Own Account Sec: 211 – Due Dates of Payment of Advance Tax Interest Payable U/S 234A, 234B, 234C Sec: 234A – Interest for default in furnishing return of income Sec: 234B – Interest for default in payment of advance tax Sec: 234C – Interest for deferment of advance tax |
| 7 | DTAA U/S 90 & 91 |
| 8 | Tax Planning & Ethics in Taxation – Basic Concepts |

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.

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2A. Ability Enhancement Courses (AEC)

Information Technology in Accountancy - II

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|--|------------------------|
| 1 | Business Process | 15 |
| 2 | Computerized accounting system | 20 |
| 3 | Concept of MIS Reports in Computer Environment | 15 |
| 4 | IT and Auditing | 10 |
| Total | | 60 |

| Sr. No. | Modules / Units |
|---------|---|
| 1 | Business Process |
| | Introduction, Definition and Meaning of business process 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 Information systems – Meaning, Use of IT in accountancy |
| 2 | Computerized accounting system |
| | Introduction and meaning Uses and Benefits Role Need and requirements of 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 softwares Accounting software TALLY – Accounting and reports |
| 3 | Concept of MIS Reports in Computer Environment |
| | 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 |
| 4 | IT and Auditing |
| | Need and importance of IT in auditing Auditing in IT environment |

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2B. Skill Enhancement Courses (SEC)

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

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|---|------------------------|
| 1 | Introduction to Basic Management Concepts | 05 |
| 2 | Planning | 10 |
| 3 | Organising | 10 |
| 4 | Staffing | 10 |
| 5 | Directing and Controlling | 10 |
| | Total | 45 |

| Sr. No. | Modules / Units |
|---------|---|
| 1 | Introduction to Basic Management Concepts |
| | Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management Levels of Management Principles of Management |
| 2 | Planning |
| | Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning Features and process of decision making |
| 3 | Organising |
| | 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 |
| 4 | Staffing |
| | Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction between Recruitment and Selection Employment tests and types of Interview |
| 5 | Directing and Controlling |
| | 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 |

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3. Core Courses (CC)

Business Law (Company Law) - III

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|------------------------------|------------------------|
| 1 | Definitions | 10 |
| 2 | Incorporation of companies | 20 |
| 3 | Public Offer | 10 |
| 4 | Private Placement | 10 |
| 5 | Share Capital and Debentures | 10 |
| | Total | 60 |

| Sr. No. | Modules / Units |
|----------|---|
| 1 | Definitions |
| | Section 2 Clause (2) – Accounting Standard Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director Clause (48) – Indian Depository Receipts Clause (62) – One Person Company Clause (85) – Small Company |
| 2 | Incorporation of companies |
| | Section 3 to Section 20 |
| 3 | Public Offer |
| | Sections 23, 25 to 28, 33, 35, 39 |
| 4 | Private Placement |
| | Section 42 |
| 5 | Share Capital and Debentures |
| | Sections 43, 46, 47, 52 to 56, 61 to 72 |

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

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3. Core Courses (CC)

Research Methodology in Accounting and Finance

Modules at a Glance

| Sr. No. | Modules | No. of Lectures |
|----------------|---|------------------------|
| 1 | Introduction to Research | 15 |
| 2 | Research Design in Accounting and Finance | 15 |
| 3 | Data Collection and Processing | 15 |
| 4 | Interpretation and Report Writing | 15 |
| Total | | 60 |

| Sr. No. | Modules / Units |
|---------|--|
| 1 | Introduction to Research |
| | 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 research problem : Meaning and Selection Review of Literature |
| 2 | Research Design in Accounting and Finance |
| | Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs |
| 3 | Data Collection and Processing |
| | 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 Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis. Use of computer and internet in data collection and processing |
| 4 | Interpretation and Report Writing |
| | Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types |