

**Shiv Chhatrapati Shikshan Sanstha's
Rajarshi Shahu Mahavidyalaya (Autonomous),
Chandra Nagar, Latur (Maharashtra)**

**BACHELOR OF VOCATION PROGRAM
(Accounting and Taxation)**

Second Year Syllabus

[Approved by BoS on w.e.f. June 2021]

(2020 – 2023)



- : Under : -

**The National Skill Qualification Framework
(NSQF)**

- : Approved By : -

Governing Body

**Rajarshi Shahu Mahavidyalaya (Autonomous),
Chandra Nagar, Latur (Maharashtra) – 413 512**

B.Voc. II Year (Semester – III)

Paper	Course Title	Course Code	Total Hours		Total Hours	Credits	Marks		
			L	P			CIA	ESE	Total
B.Voc. (Accounting and Taxation) Second Year (Semester – III)									
General Academic Components									
I	Human Resource Management	U-HUR-435	80	0	80	4	40	60	100
II	Business Laws	U-BUL-436	80	0	80	4	40	60	100
III	E-Commerce	U-ECO-437	80	0	80	4	40	60	100
Skill Development Component									
IV	Financial Management	U-FIM-438	80	0	80	4	40	60	100
V	Cost Accounting – I	U-COA-440	80	0	80	4	40	60	100
VI	Income Tax – I	U-INT-442	80	0	80	4	40	60	100
VII	Lab Course – VII (Based on Specific Course – IV)	U-LAC-439	0	40	40	2	25	25	50
VIII	Lab Course – VIII (Based on Specific Course – V)	U-LAC-441	0	40	40	2	25	25	50
IX	Lab Course – IX (Based on Specific Course – VI)	U-LAC-442	0	40	40	2	25	25	50
X	Internship – III	U-INT-444	0	180	180	6	100	0	100
Total			480	300	780	36	415	435	850

Total 36 Credits : 24 Credits (Vocational Education) + 12 Credits (General Education)

General Academic Component
U-HUR-436 : Human Resource Management

Credit : 4

Max. Marks : 100

Objectives : On Completion of this course, Students will have the knowledge of Business and will be able to start and manage a Business.

Outcome : Students can understand the various techniques of management used in business.

Unit I : Business

- 1.1 Definition
- 1.2 Characteristics
- 1.3 Objectives of business
- 1.4 Forms of Business Organisation
 - 1.4.1 Sole Proprietorship
 - 1.4.2 Partnership firm
 - 1.4.3 Company-features

Unit II : Management and Planning

- 2.1 Management
 - 2.1.1 Definitions
 - 2.1.2 Features of management
 - 2.1.3 Principles of management
 - 2.1.4 Functions of management
- 2.2 Planning
 - 2.2.1 Meaning
 - 2.2.2 Steps in Planning
 - 2.2.3 Planning Process
 - 2.2.4 Decision making
 - 2.2.5 Steps in Decision making

Unit III : Organising and Staffing

- 3.1 Organising
 - 3.1.1 Definition and meaning
 - 3.1.2 Features of Organising
 - 3.1.3 Organisational Structure
 - 3.1.4 Delegation –Process
 - 3.1.5 Decentralization
- 3.2 Staffing
 - 3.2.1 Meaning
 - 3.2.2 Objectives
 - 3.2.3 Recruitment
 - 3.2.3.1 Sources of Recruitment
 - 3.2.4 Training
 - 3.2.4.1 Methods of Training

Unit IV : Directing

- 4.1 Motivation
 - 4.1.1 Definition
 - 4.1.2 Maslow's theory of Hierarchy of needs
 - 4.1.3 Douglas McGregor's theory
- 4.2 Leadership
 - 4.2.1 Importance
 - 4.2.2 Leadership Styles
 - 4.2.3 Qualities of a good leader
- 4.3 Communication
 - 4.3.1 Process
 - 4.3.2 Types of Communication

Unit V : Coordination and Control

- 5.1 Coordination
 - 5.1.1 Concept
 - 5.1.2 Features
 - 5.1.3 Internal and External Coordination
- 5.2 Control
 - 5.2.1 Concept
 - 5.2.2 Importance
 - 5.2.3 Process
 - 5.2.4 Essentials of a Good Control System

Reference Books ;

1. Dr.C.B. Gupta, Business Organisation and Management, Sultan Chand & Co.

General Academic Component
U-BUL-436 : Business Laws

Credit : 4

Max. Marks : 100

Objectives : (1) To understand basic legal terms and concepts used in law pertaining to business. (2) To comprehend applicability of legal principle to situations in Business world by referring to few decided leading cases.

Outcome : Students can understand the various terms and concepts used in business.

Unit I : Indian Contract Act 1872

- 1.1 Definition, kinds and concepts of contracts.
- 1.2 Offer and Acceptance
- 1.3 Consideration
- 1.4 Capacity of Parties
- 1.5 Free Consent
- 1.6 Legality and Objects of consideration
- 1.7 Void Agreements
- 1.8 Performance of Contract.
- 1.9 Discharge of Contract and Remedies.

Unit II : The Sale of Goods Act 1930

- 2.1 Contract of Sales of Goods
- 2.2 Conditions and Warranties
- 2.3 Transfer of Property
- 2.4 Performance of a contract of sale
- 2.5 Rights of unpaid Seller

Unit III : The Indian Partnership Act, 1932

- 3.1 Concept of partnership:-Partnership and company, Hindu joint family firm, Test for determination of existence for partnership. Kinds of partnerships
- 3.2 Registration, Effects of non-registration.
- 3.3 Rights and duties of partners towards other partners.
- 3.4 Authority of partner and liabilities towards third parties
- 3.5 Admission, retirement, expulsion of partners and their liabilities
- 3.6 Dissolution of the firm

Unit III : The Companies Act, 2013

- 4.1 Company-Definition, Meaning, Features and Types of Companies
- 4.2 Incorporation of a Company- Memorandum of Association, Article Of Association and Prospectus, Statement in lieu of Prospectus and share capital structure.
- 4.3. Company Management and Board Meeting: Administrative Hierarchy - Board of Director –Director- Legal Position, Appointment, Qualification, Disqualification, Removals Power, duties, Liabilities. Managing Director – Meaning, Appointment, and Disqualification. Manager - Meaning, Disqualification.
- 4.4 Company Meetings: Meaning of meeting-General Body meeting – statutory Meeting, Annual General meeting, Extra ordinary meeting-Board Meeting.

Unit V : The Consumer Protection Act, 2019

- 5.1 Salient features of Act.
- 5.2 Definitions-Consumer, Complaint, Services, Defect and
- 5.3 Deficiency, Complainant.
- 5.4 Rights and Reliefs available to consumer.
- 5.5 Procedure to file complaint.
- 5.6 Consumer Disputes Redressal Agencies (Composition, Jurisdiction, Powers and Functions.)
- 5.7 Procedure followed by Redressal Agencies

Recommended Books:

- 1. Business and Commercial Laws-Sen and Mitra.
- 2. An Introduction to Mercantile Laws-N. D. Kapoor
- 3. Business Laws-N. M. Wechlekar
- 4. Company Law-Avatar Singh
- 5. Law of Contract-Avtar Singh
- 6. Business Laws-Kuchhal M.C.
- 7. Business Law for Management-Bulchandani K.R.
- 8. Consumer Protection Act in India . Niraj Kumar
- 9. Consumer protection in India. V.K.Agrawal
- 10. Consumer Grievance Redressal under CPA. Deepa Sharma.

General Academic Component

U-ECO-437 : E-Commerce

Credit : 4

Max. Marks : 100

Objectives : At the end of the course, students shall be able to apply the mathematical tools in solving business problems.

Outcome : Students can understand the various mathematical techniques. Students can solve business problems by using mathematical tools.

Unit I : E Commerce

- 1.1 Internet business,
- 1.2 Internet & E-business,
- 1.3 E-commerce websites- Google search for a product.
- 1.4 Visiting to the site and searching for a product.
- 1.5 Evaluating the product features, customer opinion, selecting the products - price tags and offers- checking the availability in particular area by providing Pin code- customer registration to the site with mobile number or Email id- selected product to be transfer to the wish list.

Unit II : Viewing the wish list

- 2.1 Transfer to card - proceed to the purchase.
- 2.2 Providing address for delivery.
- 2.3 Options for making payments - select the payment option- debit card- credit card- internet banking- select the bank of the customer- proceed to payment.
- 2.4 Payment Gateway.

Unit III : Delivery and Return

- 3.1 Banking window for Internet banking.
- 3.2 Making the payment – returns to Ecommerce website.
- 3.3 View the billing options - delivery by India post - courier service.
- 3.4 Tracking system for the goods - receipt of delivery - checking the goods.
- 3.5 Informing about unsatisfied goods through emailing- messaging- chatting.
- 3.6 Return the goods if not admissible - fund returns to the accounts of customers.

Reference Books :

1. E-Commerce an Indian Perspective (Second Edition) – by P.T. Joseph, S.J. Presentice-Hall of India
2. Internet for Everyone - Alexis Leon and Mathews Leon, Vikas Publishing House Pvt. Ltd., New Delhi 5 3.
Internet for Dummies - Pustak Mahal, new Delhi
4. Ecommerce Strategies, technologies and applications, David whitenedy, McGraw hill Publications
5. Concepts of Ecommerce, Adesh K pandey, Katson Books publications.

Skill Development Component
U-FIM-438 : Financial Management

Credit : 4

Max. Marks : 100

Objectives : At the end of the course, students shall be able to learn the concepts of Financial Management and shall be able to learn the concepts of Financial Management and to identify problems in financing areas of the company and solve them.

Outcome : At the end of the course the students shall have acquired Financial Management concepts.

Unit I : Introduction to Financial Management

- 1.1 Financial Management:
 - 1.1.1 Meaning
 - 1.1.2 Scope of Financial Management
 - 1.1.3 Environment of Finance
- 1.2 The time value of Money
- 1.3 Risk and Return
- 1.4 Valuation of Securities.

Unit II : Working capital management

- 2.1 Working capital management:
 - 2.1.1 Working capital policy
 - 2.1.2 Cash management
 - 2.1.3 Credit management
 - 2.1.4 Inventory management.

Unit III : Cost of Capital

- 3.1 Cost of Capital
 - 3.1.1 Basic concepts.
 - 3.1.2 Cost of debenture capital
 - 3.1.3 Cost of preferential capital
 - 3.1.4 Cost of term loans
 - 3.1.5 cost of equity capital (Dividend discounting and CAPM model).
- 3.2 Cost of retained earnings.
- 3.3 Determination of Weighted average cost of capital (WACC)
- 3.4 Marginal cost of capital.

Unit IV : Capital structure and dividend policies

- 4.1 Capital structure and dividend policies
 - 4.1.1 Capital structure and cost of capital
 - 4.1.2 Planning the capital structure
 - 4.1.3 Dividend policy and share valuation
 - 4.1.4 Long term financing
 - 4.1.5 Sources of long-term finance
 - 4.1.6 Raising long term finance
- 4.2 Basics of stock market in India

4.3 Other financial institution.

Unit V : Leverages

5.1 Operating leverages

5.2 Financial Leverages

5.3 Total Leverage

5.4 Financial planning and budgeting.

Reference Books :

1. I.M.Pandey – Fundamentals of Financial Management, Vikas
2. M.Y.Khan and P.K.Jain – Fundamentals of Financial Management, TMH
3. Joseph Anbarasu and N Janakiraman – Financial and Invest Management, S. Chand
4. Vyuptakesh Sharu – Fundamentals of Financial Management, Pearson Ed.
5. Van Horne and Wachawicz Jr. – Fundamentals of Financial Management, Pearson Ed.
6. Prasanna Chandra – Fundamentals of Financial Management, TMH.

Skill Development Component
U-COA-440 : Cost Accounting -I

Credit : 4**Max. Marks : 100**

Objectives : At the end of the course, students shall have acquired knowledge and understanding of the concepts of Management Accounting and shall be able to apply the techniques to develop skills for decision making to a given accounting situation in business.

Outcome : At the end of the course the students shall have acquired Management Accounting concepts.

Unit I: Introduction to Cost Accounting:**15 Lectures**

- 1.1 Meaning of Cost Accounting and It's Origin.
- 1.2 Objectives of Cost Accounting. Financial Accounting V/S Cost Accounting.
- 1.3 Elements of Cost and Cost Classification.
- 1.4 Basic Concepts of Cost, Cost Unit & Cost Centre.
- 1.5 Methods of Costing

Unit II: Unit Costing:-**15 Lectures**

- 2.1 Meaning and Characteristics of Unit Costing
- 2.2 Procedure of Ascertaining Unit Cost and Preparation of Cost Sheet
- 2.3 Treatment of Stocks: Opening Stock, Stock of Work-In-Progress, Closing Stock
- 2.4 Determination of Tender Price

Unit III: Material and Labor Cost Control :-**15 Lectures**

- 3.1 Meaning, Significance of Material Cost Control and Material Purchase Procedure
- 3.2 Store Management: Stock Levels and Inventory Control: EOQ and ABC Analysis
- 3.3 Meaning and Significance of Labour Cost Control
- 3.4 Labour Turnover, Idle Time and Over Time
- 3.5 Labour Remuneration System (Wages And Incentive Plans) : Time Rate System, Payment By Result, Halsey Plan, Rowan Plan, Taylor's Differential Piece Rate System, Merrick Differential Piece Rate System

Unit IV: Overhead :-**15 Lectures**

- 4.1 Meaning and objectives of study of overhead
- 4.2 Classification of overheads
- 4.3 Absorption of overheads and it's different base of Absorption
- 4.4 Computation of Machine Hour rate

Reference Books:-

- 1) S.P.Iyengar : Cost Accounting : Principles and Practices Sultanchand & sons, New Delhi.
- 2) M.N.Arora : Essentials of Cost Accounting Sultan Chand & sons New Delhi
- 3) Dr. Kayande Patil : Costing Chaitanya publication, Nasik
- 4) B.K.Bhar : Cost Accounting (Methods and Problems) Academic publishers, Calucutta.
- 5) Prof. B.B.Singh : Problem in Cost Accounts. Vishwabharati Prakashan, Nagar.

Skill Development Component**U-INT-442 : Income Tax - I****Credit : 4****Max. Marks : 100**

Objectives : At the end of the course, students shall be able to learn the concepts of taxation in general and income tax in particular and shall be able to calculate tax on incomes under different heads.

Outcome : At the end of the course the students shall have acquired knowledge about the basic concepts, computation of income under the head salary and house property.

Unit I : Basic Concepts of Income Tax

- 1.1 Brief History of income tax
- 1.2 Characteristics of Income tax
- 1.3 Difference between Direct Tax and Indirect Tax.
- 1.3 Basis and Procedure of charging of Income Tax.
- 1.4 Important Definitions – Income, Gross total Income, Total Income, Casual Income, Person, Assessee, Deemed Assessee, Assessee in Default, Assessment Year, Previous Year, Financial Year, Permanent Account Number (PAN), Tax Deduction and Collection Account Number (TAN), Angel Tax.
- 1.5 Provisions relating to casual income

Unit II : Agricultural income

- 2.1 Definition of Agricultural Income
- 2.2 Kinds of Agricultural Income
- 2.3 Important points regarding computation of Agricultural Income
- 2.4 Partly Agricultural Income
- 2.5 Residence and Tax liability of all assessee
- 2.6 Problems based on Agricultural Income and residential status
- 2.7 Exempted income (Sec. 10)

Unit III : Computation of income under salary - I

- 3.1 The characteristics / features of salary
- 3.2 Incomes that are chargeable to tax under the head salaries as per section 15
- 3.3 Different forms of salary
 - 3.3.1 Advance salary
 - 3.3.2 Arrear salary
 - 3.3.3 Gratuity
 - 3.3.4 Pension
 - 3.3.4.1 Government employee Leave encashment
 - 3.3.4.2 Non-government employee Leave encashment
 - 3.3.5 Provident fund and its calculation
 - 3.3.6 Profit in lieu of salary
- 3.4 Allowance
 - 3.4.1 Taxable and non-taxable

Unit IV : Computation of income under salary - II

- 4.1 Perquisites

- 4.1.1 Specified employee and unspecified employee
- 4.1.2 Taxable for all specified and unspecified
- 4.1.3 Taxable for specified employee only
- 4.1.4 Exempted for all (specified and unspecified with certain limits)
- 4.2 Deductions u/s 16

Unit V : Computation of income under house property

- 5.1 Basic terms
 - 5.1.1 Expected rent
 - 5.1.2 Fair rental value
 - 5.1.3 Market value
 - 5.1.4 Actual rent
 - 5.1.5 Standard rent
 - 5.1.6 Unrealized rent
 - 5.1.7 Vacancy period
 - 5.1.8 Arrear rent
 - 5.1.9 Gross annual value
 - 5.1.10 Net annual value
 - 5.1.11 Standard deduction
 - 5.1.12 Sub letting
 - 5.1.13 Composite rent
 - 5.1.14 Municipal tax
 - 5.1.15 Municipal value ratio
 - 5.1.16 Notional value
 - 5.1.17 Self-occupied house
 - 5.1.18 Let out house
 - 5.1.19 Deemed to be let out house
- 5.2 Income that can be taxed under the head house property
- 5.3 Exempted house property income
- 5.4 Calculation of Gross Annual Value
- 5.5 Calculation of Net Annual Value
- 5.6 Treatment of partly let out and partly self-occupied house
- 5.7 Treatment of part of the year let out and part of the year self-occupied
- 5.8 The rules should be followed while allowing interest on borrowed capital for self-occupied house.
- 5.9 The treatment of the followings
 - 5.9.1 Pre-completion/ pre-construction interest
 - 5.9.2 Date of loan
 - 5.9.3 Date of completion
 - 5.9.4 Date of repayment
 - 5.9.5 Unrealized rent and arrear of rent recovered
 - 5.10 Calculation of income from house property

Reference Books :

1. N.Hariharan - Income tax, law and practice, Vijay Nicole Imprint Private Limited

2. Gaur and Narang - Income tax, law and practice, Kalyani
3. Dinkarpagare - Law and practice of income tax, Sultan Chand.
4. Dr.H.C. Mehratora and Dr. S.P. Goyal, Sahitya Bhawan Publications, Agra.

B.Voc. II Year (Semester – IV)

Paper	Course Title	Course Code	Total Hours		Total Hours	Credits	Marks		
			L	P			CIA	ESE	Total
B.Voc. (Accounting and Taxation) Second Year (Semester – IV)									
General Academic Components									
I	Auditing	U-AUD-533	80	0	80	4	40	60	100
II	Financial Services and BFSI	U-FSB-534	80	0	80	4	40	60	100
III	Risk Management	U-RIM-535	80	0	80	4	40	60	100
Skill Development Component									
IV	Cost Accounting –II	U-COA-536	80	0	80	4	40	60	100
V	Business Reporting	U-FIR-538	80	0	80	4	40	60	100
VI	Income Tax – II	U-INT-540	80	0	80	4	40	60	100
VII	Lab Course – X (Based on Specific Course – IV)	U-LAC-537	0	40	40	2	25	25	50
VIII	Lab Course – XI (Based on Specific Course – V)	U-LAC-539	0	40	40	2	25	25	50
IX	Lab Course – XII (Based on Specific Course – VI)	U-LAC-5341	0	40	40	2	25	25	50
X	Internship – IV	U-INT-542	0	180	180	6	100	0	100
	Total		480	300	780	36	415	435	850

Total 36 Credits : 24 Credits (Vocational Education) + 12 Credits (General Education)

General Academic Component**U-AUD-533 : Auditing****Credit : 4****Max. Marks : 100**

Objectives : The objective of the course is to provide the candidates with sound knowledge of the important provisions of the audit and company law and their applications in practices.

Outcome : Students can understand the various concepts regarding the audit.

UNIT I : Introduction to Auditing

- 1.1 Definition of Auditing,
- 1.2 Objectives of Auditing - Primary and Secondary, Expression of Opinion, Inherent Limitations of Audit.
- 1.3 Principles of Audit, Types of Audit, Advantages of Independent Audit.
- 1.4 Auditing Vs Accounting, Auditing Vs Investigation.

UNIT II : Audit Planning, Procedures and Documentation

- 2.1 Meaning, Objectives, Factors to be Considered, Sources of Obtaining Information,
- 2.2 Discussions with Client, Overall Audit Plan,
- 2.3 Audit Programme Meaning, Factors to be Considered, Advantages, Disadvantages,
- 2.4 Methods of Work, Instruction before Commencing Works of Audit, Audit Working papers, Audit Notebook.

UNIT III : Detection and Prevention of Fraud and Errors

- 3.1 Meaning, Types of Errors - Commission, Omission,
- 3.2 Principle and Compensating,
- 3.3 Types of Frauds,
- 3.4 Auditor's Duties and Responsibilities in Respect of Fraud & errors.

UNIT IV: Audit Evidence

- 4.1 Introduction, Evidence for Assertions,
- 4.2 Formation of Opinion,
- 4.3 Type of Evidence,
- 4.4 Audit Techniques of Collecting Audit Evidence,
- 4.5 Audit Sampling, Types of Sampling

UNIT V : Checking Vouching, Audit Report and Internal Audit

- 5.1 Meaning and Definition of Vouching,
- 5.2 Objectives of Vouching,
- 5.3 Test checking-Vouching of Cash Book,
- 5.4 Verification and Valuation of Assets and Liabilities,
- 5.5 Elements of Audit Report, Types of Audit Report -Qualified and Clean Audit Report, Audit Certificate.
- 5.6 Internal Audit
 - 5.6.1 Meaning
 - 5.6.2 Basic Principles of Establishing Internal Audit,
 - 5.6.3 Objectives, Evaluation of Internal Audit by Statutory Auditor,
 - 5.6.4 Usefulness of Internal Audit,
 - 5.6.5 Internal Audit Vs External Audit,
 - 5.6.6 Internal Checks Vs Internal Audit

Reference Books:

1. Auditing and Assurance By CA Pankaj Garg. Taxman
2. Auditing and Assurance By CA Raj K. Agrawal. Study At Home.
3. Auditing Practices By Abhishek Mittal. Pooja Law Publication
4. Auditing and Assurance By Best Ward Publication

General Academic Component
U-FSB-534 : Financial Services and BFSI

Credit : 4

Max. Marks : 100

Objectives : To enable the student to acquire knowledge on financial services provided in India and the role of BFSI.

Outcome : Students can understand the various financial services provided in India and the role of BFSI.

Unit I : Financial Services & Financial Markets

- 1.1 Financial system in markets.
- 1.2 Objectives of financial system
- 1.3 Types of financial services
- 1.4 Regulation of financial services.
- 1.5 Problems and prospects of financial service sector.
- 1.6 Management of NIM
- 1.7 Difference between secondary market and NIM
- 1.8 Functions of stock exchanges
- 1.9 National stock exchanges, OTCEI and non-banking financial institutions.
- 1.10 SEBI functions and workings.
- 1.11 Listing of securities.
- 1.12 Self regulations of the markets.

Unit II : Capital Market Instruments

- 2.1 Capital Market Instruments
 - 2.1.1 Equity
 - 2.1.2 Debentures
 - 2.1.3 Preference Shares
 - 2.1.4 Sweat Equity
 - 2.1.5 Non- Voting Shares
 - 2.1.6 Share Warrants, Pure
 - 2.1.7 Hybrid and Derivatives
- 2.2 Rating and Grading of Instruments
 - 2.2.1 Concept
 - 2.2.2 Scope and Significance
 - 2.2.3 Regulatory Framework
 - 2.2.4 Rating Agencies in India
 - 2.2.5 Rating Methodologies.

Unit III : Securities Market Intermediaries

- 3.1 Securities Market Intermediaries
 - 3.1.1 Primary Market and Secondary Market Intermediaries
 - 3.1.2 Role and Functions
 - 3.1.3 Merchant Bankers
 - 3.1.4 Stock Brokers
 - 3.1.5 Syndicate Members

- 3.1.6 Registrars
- 3.1.7 Underwriters
- 3.1.8 Bankers to an Issue
- 3.1.9 Portfolio Managers
- 3.1.10 Debenture Trustees
- 3.1.11 Foreign Institutional Investors
- 3.1.12 Depositories, Depositories Participants
- 3.1.13 Custodians
- 3.1.14 Credit Rating Agencies
- 3.1.15 Venture Capitalists

Unit IV : Stock Exchange

- 4.1 Functions and Significance of Stock Exchanges
 - 4.1.1 Operations and Trading Mechanism of Stock Exchanges
 - 4.1.2 Settlement of Securities
 - 4.1.3 Stock Market Indices
 - 4.1.4 Risk Management
 - 4.1.5 Surveillance Mechanism at Stock Exchanges
 - 4.1.6 Straight through Processing
 - 4.1.7 Demutualization of Stock Exchanges
 - 4.1.8 SME Exchange

Unit V : Debt Market

- 5.1 Debt Market:
 - 5.1.1 Instruments
 - 5.1.2 Listing
 - 5.1.3 Primary and Secondary Segment
- 5.2 Money Market
 - 5.2.1 Growth of Money Market in India
 - 5.2.2 Structure and Institutional Mechanism
- 5.3 Money Market Instruments
 - 5.3.1 Treasury Bills
 - 5.3.2 Commercial Bills
 - 5.3.3 Commercial Paper
 - 5.3.4 Factoring Agreements
 - 5.3.5 Discounting of Bill

Reference Books :

1. Brigham and Ehrhardt, Corporate Finance - A focused Approach, Cengage Learning, 2nd Edition, 2011.
2. M.Y Khan, Indian Financial System, Tata McGraw Hill, 6th Edition, 2011
3. Smart, Megginson, and Gitman, Corporate Finance, 2nd Edition, 2011.
4. Krishnamurthy and Viswanathan, Advanced Corporate Finance, PHI Learning, 2011.

General Academic Component
U-RIM-535 : Risk Management

Credit : 4

Max. Marks : 100

Objectives : To provide expert knowledge and understanding of risk management, risk evaluation, risk and returns, portfolio analysis and risk diversification.

Outcome : Students can understand of risk management, risk evaluation, risk and returns, portfolio analysis and risk diversification.

Unit I : Risk Management

- 1.1 Risk Meaning
- 1.2 Uncertainty
 - 1.2.1 Peril
 - 1.2.2 Hazard
 - 1.2.3 Subjective risk
- 1.3 Acceptable risk versus Unacceptable risk
- 1.4 Classification of risk
- 1.5 Classification of Pure risk
- 1.6 The cost of risk
- 1.7 Degree of risk-Meaning
- 1.8 Scope & Objective of Risk Management
- 1.9 Personal risk management
- 1.10 Corporate risk management
- 1.11 Risk Management Process
 - 1.11.1 The Administration of Risk Management Process
 - 1.11.2 Influencing factors
 - 1.11.3 Constrains
 - 1.11.4 Monitoring & review
 - 1.11.5 Risk Identification
 - 1.11.6 Perception of risk
 - 1.11.7 Operative cause/perils- Safety Audit.

Unit II : Risk Evaluation

- 2.1 Risk Evaluation Meaning
- 2.2 Presentation of Data
- 2.3 Probability Concepts
- 2.4 Risk and Law of large number
- 2.5 Risk Control
- 2.6 Risk avoidance
- 2.7 Risk reduction
- 2.8 Classifications of risk
- 2.9 Evaluation of risk reduction measures
- 2.10 Risk Financing

- 2.11 Retention
- 2.12 Determination of retention levels
- 2.13 Captive Insurer
- 2.14 Self Insurance
- 2.15 Risk retention group.
- 2.16 Transfer-Non-insurance transfer- Insurance.

Unit III : Risk and Returns

- 3.1 Portfolio analysis
- 3.2 Portfolio theory
- 3.3 Assessment of portfolio performance
- 3.4 Portfolio revision
- 3.5 Practical aspects.

Unit IV : Risk and the Construction of Mean-Variance Efficient Portfolios

- 4.1 Calculating historical returns
- 4.2 Volatilities
- 4.3 Correlations Implications of the Central Limit Theorem on return distributions Risk measures
 - 4.3.1 Sharpe ratio
 - 4.3.2 Information ratio.

Unit V : Risk Diversification

- 5.1 Basics – Balanced Portfolio
- 5.2 Origin and Development of MFS (Mutual Fund) in India
- 5.3 Superiority of MFS over other investment options.

Reference Books:

1. Mahir A. Desai, International Finance, A Case book. Wiley India Edition, 2007
2. MilindSathye, Larry Rose, Larissa Allen, Rae Weston, International Financial Management, Wiley Publications, 2006
3. Portfolio Management – Dr. Dover – PHI Publishers
4. Security Analysis and Portfolio Management–Preeti Singh – Himalaya Publishers
5. Financial Markets – Dr. Gurusamy – Vikas Publishers.

Skill Development Component
U-COA-536 : Cost Accounting-II

Credit : 4**Max. Marks : 100**

Objectives : On completion of this course the students will be familiar with the importance of cost ascertainment, reduction and control of Material, Labour and Overheads, will have developed the skills needed to apply costing technique for each element of cost and will have understood the procedures to calculate the cost of the products and services.

Outcome : Students can understand various techniques of cost, costing and cost accounting.

Unit I: Operating Costing **15 Lectures**

- 1.1 Meaning, Features of Service Industries
- 1.2 Cost Classification and Composite Cost Units
- 1.3 Preparation of Cost Sheet for Transport Service

Unit II: Process Costing **15 Lectures**

- 2.1 Meaning Features and Procedure of Process Costing
- 2.2 Valuation and Recording of Normal Loss with or without Scrap Value.
- 2.3 Valuation and Recording of Abnormal Loss & Gain.
- 2.4 Concept of Inter-process Profit.

Unit III: Contract Costing **15 Lectures**

- 3.1 Meaning, Features and Procedure of Ascertaining Contract Cost
- 3.2 Profit on Completed Contract: Computing & Accounting
- 3.3 Profit on In-completed Contract: Computing & Accounting
- 3.4 Concept of Cost Plus Contract, Escalation and De-escalation Clause.

Unit IV: Reconciliation between Financial Profit and Costing Profit **15 Lectures**

- 4.1 Ascertainment of Profit as per Costing Record
- 4.2 Ascertainment of Profit as per Financial Record
- 4.3 Preparation of Reconciliation Statement
- 4.4 Preparation of Memorandum Reconciliation A/c

Reference Books:

- 1) S.P.Iyengar : Cost Accounting : Principles and Practices Sultanchand & sons, New Delhi.
- 2) M.N.Arora : Essentials of Cost Accounting Sultan Chand & sons New Delhi
- 3) Dr. Kayande Patil : Costing Chaitanya publication, Nasik
- 4) B.K.Bhar : Cost Accounting (Methods and Problems) Accademic publishers, Calucutta.
- 5) Prof. B.B.Singh : Problem in Cost Accounts. Vishwabharati Prakashan, Nagar.

Skill Development Component
U-FIR-538 : Financial Reporting

Credit : 4**Max. Marks : 100**

Objectives : This course will have all the elements that would go into reviewing a potential investment opportunity. The path to evaluating the opportunity to its fullest after one has gone through basics of strategy, finance, and accounting.

Outcome : Students can understand various techniques of basics of strategy, finance, and accounting.

Unit I : Financial Models for project appraisal

- 1.1 Use of functions like Net Present Value (NPV)
- 1.2 Internal Rate of Return (IRR)
- 1.3 Forecasting techniques.

Unit II : Business Valuation Basics

- 2.1 Principles and techniques of valuation
- 2.2 DCF
- 2.3 Multiple methods
- 2.4 Accounting based valuation
- 2.5 Assets valuation
- 2.6 Earning valuation
- 2.7 Cash flow valuation
- 2.8 Other valuation basis.

Unit III : Valuation in Mergers and Acquisitions:

- 3.1 Assets and cash flows
- 3.2 Strengths and weakness of various valuation method
- 3.3 Recognition of interest of various stakeholders
- 3.4 Selection of appropriate cost of capital for valuation
- 3.5 Synergistic benefits
- 3.6 Forms of consideration and terms of acquisitions
- 3.7 Post-merger integration process.

Unit IV : Fair value in Accounting Measurement:

- 4.11 Concept
- 4.2 Measurement techniques
- 4.3 Standards
- 4.4 Challenges
- 4.5 Accounting treatment.

Unit V : Valuation of Intangibles:

- 5.1 Intellectual property
- 5.2 Intangibles
- 5.3 Brand Valuation.

Reference Books :

1. Business Analysis Valuation: Using financial statements – Paul M Healy & Krishna G Palepu

Skill Development Component**U-INT-540 : Income Tax - II****Credit : 4****Max. Marks : 100**

Objectives : At the end of the course, students shall be able to learn the concepts of taxation in general and income tax in particular and shall be able to calculate tax on incomes under different heads.

Outcome : At the end of the course the students shall have acquired knowledge about the basic concepts, computation of income under the head PGBP, Capital Gain and other sources.

Unit I : Computation of income under profits and gains of business or profession

- 1.1 Basic terms
 - 1.1.1 Business
 - 1.1.2 Profession
 - 1.1.3 Vocation
 - 1.1.4 Speculation business
 - 1.1.5 Illegal business
 - 1.1.6 Bad debt recovered allowed earlier
 - 1.1.7 Bad debt recovered disallowed earlier
 - 1.1.8 Under valuation of stock
 - 1.1.9 Over valuation of stock
- 1.2 Various incomes that are taxable under the head of income from business and profession
- 1.3 Various methods of accounting
- 1.4 The losses, which are incidental to business
- 1.5 Various expenses, which are expressly allowed and disallowed while calculating income from business
- 1.6 Calculation of undervaluation and over valuation of stock
- 1.7 Calculation of Income from business
- 1.8 Rules for calculating Income from profession
- 1.9 Calculation of Income from profession

Unit II : Computation of income under capital gains

- 2.1. Basic terms - Income From Capital Gains
 - 2.1.1 Capital assets
 - 2.1.2 Short term capital assets
 - 2.1.3 Long term capital asset
 - 2.1.4 Short term capital gain
 - 2.1.5 Long term capital gain
 - 2.1.6 Transfer
 - 2.1.7 Slump sale
 - 2.1.8 Cost of acquisition
 - 2.1.9 Cost of improvement
 - 2.1.10 Indexed cost
- 2.2 Treatment of depreciable asset while calculating capital gains

- 2.3 Various assets which are not included in capital assets
- 2.4 The capital gains exempted u/s 10
- 2.5 Various exemption u/s 54,54B,54D,54EC, 54ED,54F,54G and 54H
- 2.6 Calculation of the income under capital gains

Unit III : Computation of income under Other Sources

- 3.1 Basic term – Income from Other Source
 - 3.6.1 Cash system accounting
 - 3.6.2 Mercantile system of accounting
 - 3.6.3 Casual income
 - 3.6.4 Tax free Government securities
 - 3.6.5 Less tax Government securities
 - 3.6.6 Tax free Commercial securities
 - 3.6.7 Less tax Commercial securities
 - 3.6.8 Stake money
- 3.7 Residuary head of income
- 3.8 The general income u/s 56(1) and specific income u/s 56(2) that can be taxed under the head of other source

Unit IV : Deduction from Gross Total Income

- 4.1 General principles for deductions from incomes
- 4.2 Deduction u/s 80C
- 4.3 Deduction u/s 80CCC
- 4.4 Deduction u/s 80CCD
- 4.5 Aggregate amount of deductions u/s 80CCE
- 4.6 Deduction in respect of invest in listed equity shares (Sec. 80CCG)
- 4.7 Deduction in respect of medical treatment (Sec. 80DDB)
- 4.8 Deduction u/s 80E
- 4.9 Deduction u/s 80G
- 4.10 Deduction u/s 80GGC
- 4.11 Deduction u/s 80U

Unit V : Computation of Total Income and tax liability of Individuals

- 5.1 Procedure for computing total income.
- 5.2 Rates of income tax
- 5.3 Computation as a member of HUP
- 5.4 Computation as a member of AOP / BOI
- 5.5 Rounding off of income
- 5.6 Numerical problems

Reference Books :

- 1. N.Hariharan - Income tax, law and practice, Vijay Nicole Imprint Private Limited
- 2. Gaur and Narang - Income tax, law and practice, Kalyani
- 3. Dinkarpagare - Law and practice of income tax, Sultan Chand.
- 4. Dr.H.C.Mehrotora and Dr. S.P.Goyal, Sahitya Bhawan Publications, Agra.