

B.Com.
International Accounting
Courses and Syllabi
(2018-2021)



P.G. & RESEARCH DEPARTMENT OF COMMERCE
BISHOP HEBER COLLEGE (Autonomous)
(Affiliated to Bharathidasan University)
(Reaccredited with 'A' Grade (CGPA – 3.58/4.0) by the NAAC &
Identified as College of Excellence by the UGC)
DST – FIST Sponsored College & DBT Star College
TIRUCHIRAPPALLI – 620 017
TAMIL NADU, INDIA

2018-2021

Programme: B.Com. - International Accounting (2018 onwards)

| Sem . | Part | Course | Course Title | Course Code | Hours / week | Credits | Marks | | |
|------------|------------|--------------|-----------------------------------|-----------------------|--------------|---------|-------|------|-------|
| | | | | | | | CI A | ES E | Total |
| I | I | Tamil I | Language-Tamil I | U18TM1L1 | 6 | 3 | 25 | 75 | 100 |
| | II | English I | English Communication Skills - I | U16EGNL1 | 6 | 3 | 40 | 60 | 100 |
| | III | Core I | Basics of Financial Accounting | U18CI101 | 6 | 5 | 25 | 75 | 100 |
| | | Allied I | Organisation Management | U18CI1Y1 | 5 | 4 | 25 | 75 | 100 |
| | | Allied II | Principles of Management | U18CI1Y2 | 5 | 4 | 25 | 75 | 100 |
| | IV | Value Edu. | Value Education (RI/MI) | U15VL1:1/ U15VL1:2 | 2 | 2 | 25 | 75 | 100 |
| II | I | Tamil II | Language – Tamil II | U18TM2L2 | 6 | 3 | 25 | 75 | 100 |
| | II | English II | Language through Literature | U16EGNL2 | 6 | 3 | 40 | 60 | 100 |
| | III | Core II | Financial Reporting -I | U18CI202 | 6 | 5 | 25 | 75 | 100 |
| | | Allied III | Basics of Cost Accounting | U18CI2Y3 | 5 | 4 | 25 | 75 | 100 |
| | | Allied IV | Business Law | U18CI2Y4 | 5 | 4 | 25 | 75 | 100 |
| | IV | Env. Studies | Environmental Science | U16EST21 | 2 | 2 | 25 | 75 | 100 |
| III | I | Tamil III | Language-Tamil III | U18TM3L3 | 6 | 3 | 25 | 75 | 100 |
| | II | English III | Business Communication in English | U17EGCL3 | 6 | 3 | 40 | 60 | 100 |
| | III | Core III | Financial Reporting -II | U18CI303 | 5 | 4 | 25 | 75 | 100 |
| | | Core IV | Performance Management-I | U18CI304 | 5 | 4 | 25 | 75 | 100 |
| | | Allied V | Taxation – Income Tax | U18CI3Y5 | 5 | 4 | 25 | 75 | 100 |
| | | SBEC I | Introduction to computer MS Word | U18CIPS1 | 2 | 2 | 40 | 60 | 100 |

| | | | | | | | | | |
|-----------|------------|----------------------|---|---------------------|----|---|----|----|-----|
| | | NMEC I | Students have to opt from other major | | 2 | 2 | 25 | 75 | 100 |
| IV | I | Tamil IV | Language – Tamil IV | U18TM4L4 | 5 | 3 | 25 | 75 | 100 |
| | II | English IV | English through Literature | U16EGNL4 | 5 | 3 | 40 | 60 | 100 |
| | III | Core V | Financial Management - I | U18CI405 | 5 | 5 | 25 | 75 | 100 |
| | | Elective I | Business Statistics/ Enterprise Resource Planning | U18CI4:1 / U18CI4:2 | 4 | 3 | 25 | 75 | 100 |
| | | Allied VI | Performance Management-II | U18CI4Y6 | 5 | 4 | 25 | 75 | 100 |
| | IV | SBEC II | MS Excel | U18CIPS2 | 2 | 2 | 40 | 60 | 100 |
| | | NMEC II | Students have to opt from other major | | 2 | 2 | 25 | 75 | 100 |
| | | Soft Skills | Life Skills | U16LFS41 | 2 | 1 | -- | -- | 100 |
| | V | Extension Activities | NSS,NCC,Rotract,Lioclub, etc ... | U16ETA41 | -- | 1 | -- | -- | -- |

| Sem. | Part | Course | Course Title | Course Code | Hours / week | Credits | Marks | | |
|-----------|------------|-------------|---|---------------------|--------------|---------|-------|-----|-------|
| | | | | | | | CIA | ESE | Total |
| V | III | Core VI | Audit & Assurance | U18CI506 | 5 | 5 | 25 | 75 | 100 |
| | | Core VII | Financial Management - II | U18CI507 | 6 | 5 | 25 | 75 | 100 |
| | | Core VIII | Taxation – GST | U18CI508 | 6 | 5 | 25 | 75 | 100 |
| | | Core IX | Banking Theory Law and Practice | U18CI509 | 6 | 5 | 25 | 75 | 100 |
| | | Elective II | Quantitative Techniques / International Trade | U18CI5:1 / U18CI5:2 | 5 | 5 | 25 | 75 | 100 |
| | IV | SBEC III | Derivative Market | U18CI5S3 | 2 | 2 | 25 | 75 | 100 |
| VI | III | Core X | Business Mathematics | U18CI610 | 6 | 5 | 25 | 75 | 100 |

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|--|---|----------------|---|--|----------|-----|----------------|---------------|-----|
| | | Core XI | Computers in Business | U18CI61 1 | 6 | 5 | 25 | 75 | 100 |
| | | Core XII | Financial Services | U18CI61 2 | 5 | 4 | 25 | 75 | 100 |
| | | Core XIII | Strategic Management | U18CI61 3 | 6 | 5 | 25 | 75 | 100 |
| | | Elective III | Business Valuation and Business Analysis/ Retail Management | U18CI6: 1/ U18CI6: 2 | 6 | 5 | 25 | 75 | 100 |
| | V | Gender Studies | Gender Studies | U16GST 61 | -- | 1 | -- | -- | 100 |
| | | | | | 180 | 140 | | | |
| * Other Languages : Hindi Sanskrit French | | | | | | | | | |
| Hindi Sanskrit French | | | | | | | | | |
| Semester I : U14HD1L1 U14HD3L3 | | | U14SK1L1 U14SK3L3 | | U14FR1L1 | | Semester III : | | |
| Semester II : U14HD2L2 U14HD4L4 | | | U14SK2L2 U14SK4L4 | | U14FR2L2 | | Semester IV : | | |
| Part I : 4 Core Theory : 13 Allied : 6 NMEC : 2 Env. Studies : 1 Value Education : 1 | | | | | | | | Total : 40 | |
| Part II : 4 Elective : 3 SBEC : 3 Soft Skills : 1 Extension Activities : 1 Gender Studies : 1 | | | | | | | | | |
| NMEC offered by the Department: | | | | 1. Principles of Commerce - U18CI3E1 | | | | | |
| | | | | 2. Principles of Management - U18CI4E2 | | | | | |

SEMESTER – I
BASICS OF FINANCIAL ACCOUNTING

Core : I
Hours: 6

Course code : U18CI101
Credits : 5

Course Objectives

The students will be able to:

1. Recall the basic principles of financial accounting for different types of organizations.
2. Learn the elements of financial reports.
3. Understand the qualitative characteristics of financial statements.
4. Understand the data sources of accounting and different business documents.
5. Exposed to the underlying concepts relating to financial accounting.
6. Prepare financial statements
7. Analyze the Events after reporting period
8. Introduced to the double-entry accounting with the aim of preparing & presenting various financial statements.

Unit I

1. Purpose of financial accounting
 - 1.1. Define financial accounting
 - 1.2. Purposes of financial statements for the users
 - 1.3. Main elements of financial reports
 - 1.4. Conceptual framework
 - 1.5. Definitions
 - 1.5.1. Asset
 - 1.5.2. Liability
 - 1.5.3. Equity
 - 1.5.4. Income & expenses

Unit II

2. Qualitative characteristics of financial statements
 - 2.1. Concepts
 - 2.1.1. Relevance
 - 2.1.2. Faithful presentation
 - 2.1.3. Materiality
 - 2.1.4. Substance over form
 - 2.1.5. Going concern
 - 2.1.6. Business entity
 - 2.1.7. Accruals
 - 2.1.8. Consistency

- 2.1.9. Comparability
- 2.1.10. Verifiability
- 2.1.11. Understandability and timeliness

Unit III

3. Accounting records & double entry accounting system

- 3.1. Main data sources for accounting
- 3.2. Different business documents
 - 3.2.1. Sales order
 - 3.2.2. Purchase order
 - 3.2.3. Goods received note
 - 3.2.4. Quotation
 - 3.2.5. Goods despatched note
 - 3.2.6. Invoice
 - 3.2.7. Credit & debit notes
 - 3.2.8. Receipt
 - 3.2.9. Remittance advice
 - 3.2.10. Cash vouchers
- 3.3. understand the double entry accounting & duality concept
- 3.4. types of transactions
 - 3.4.1. Sales
 - 3.4.2. Purchases
 - 3.4.3. Payments & receipts

Unit IV

4. Recording transactions

- 4.1. Recording into journals
- 4.2. Ledger accounts
- 4.3. Balancing of ledger accounts
- 4.4. Accounting for
 - 4.4.1. Discounts
 - 4.4.2. Sales tax
- 4.5. Recording cash transactions
- 4.6. Accounting & valuation of inventories
- 4.7. Accruals & prepayments
- 4.8. Tangible & non-tangible assets
- 4.9. Depreciation & amortisation accounting
 - 4.9.1. Receivables & payables
 - 4.9.2. Provisions & contingencies
 - 4.9.3. Errors & rectification
 - 4.9.4. Bank reconciliation statements

Unit V

5. Trial balance, financial statements

- 5.1. Statements of
 - 5.1.1. Profit or loss and other comprehensive income
 - 5.1.2. Cash flow statements
 - 5.1.3. Balance sheet
- 5.2. Events after reporting period
- 5.3. Interpretation of financial statements
- 5.4. Use of basic ratios related to
 - 5.4.1. Profitability
 - 5.4.2. Liquidity
 - 5.4.3. Activity and resource utilization

Text book:

1. ACCA Study Material, Financial Accounting (FA) , Kaplan Publishing

Reference Books:

1. R.L. Gupta and V.K. Gupta-Principles and practice of Accountancy, Eleventh edition-2005, Sultan Chand Sons, New Delhi
2. N. Vinayagam & B. Charumathi, Financial Accounting, Second revised edition-2008, S. Chand & Company Ltd, New Delhi

Theory 20% (Section A) , Problems 80% (Section B & C)

SEMESTER – I
ORGANISATION MANAGEMENT

Allied : **I**
Hours : **5**

Code : **U18CI1Y1**
Credits : **4**

Course Objective

The student will be able to

1. Acquire knowledge on Business Organisation, its stakeholders and the external environment
2. Identify the Business Organisational Structure, Functions and the role of Corporate Governance
3. Recall the Accounting & reporting systems, controls and compliance
4. Recognise the Principles of authority and leadership
5. Understand the importance of personal effectiveness
6. Recognise the purpose of international and organizational codes of ethics and code of conduct, IFAC, ACCA, etc.,
7. Establish the Purposes, Types, Advantages& Disadvantages of Committees used by business organisations.
8. Determine the benefits of a corporate code of ethics to the organization and its employees.

Unit I

1. Types of organisation & stakeholder analysis

- 1.1 Definition and common features of business organization
- 1.2 The purpose & types of organisation
- 1.3 Main features such as profit-oriented
- 1.4 Not-for-profit, public sector
- 1.5 Co-operatives and Non-government (NGOs)
- 1.6 Stakeholders of an organization
- 1.7 Internal & external
- 1.8 Objectives of stakeholders
- 1.9 How an organisation should satisfy these objectives
- 1.10 The power & interest of stakeholders in the organisation (use of Mendelow Matrix)

Unit II

2. Effect of environment on organisation

- 2.1 Political & Legal Factors
- 2.2 How the policy framework of political system & legal framework influence the business organisation in terms of
 - 2.2.1 Employment

- 2.2.2 Consumer protection
- 2.2.3 Data security
- 2.3 Macro-economic factors
- 2.4 Understanding the effect of macro-economic policies
- 2.5 Inflation
- 2.6 Interest rates
- 2.7 Unemployment
- 2.8 Fiscal & monetary policies
- 2.9 Global economic environment
- 2.10 Social & demographic factors
- 2.11 Impact of changes in social structure
- 2.12 Values and demographic changes
- 2.13 Technological factors
- 2.14 Information technology
- 2.15 Automation, digitisation
- 2.16 Competitive factors
- 2.17 Understanding of SWOT analysis
- 2.18 Porter's Value Chain and Porter's Five Forces models

Unit III

3. Organisation structure & Governance

- 3.1 The formal & informal structure
- 3.2 Types of structures such as entrepreneurial
 - 3.2.1 Functional
 - 3.2.2 Divisional
 - 3.2.3 Matrix and
 - 3.2.4 Boundary-less organisations
- 3.3 Suitability and relative merits & demerits of the types of organization
- 3.4 Principles of business governance
- 3.5 Separation of Ownership from Management
- 3.6 Concept of span of control
- 3.7 Centralisation vs decentralisation of business functions
- 3.8 Shared Services Approach
- 3.9 Offshoring & outsourcing of business functions
- 3.10 Hierarchical levels of business organization
- 3.11 Governance & social responsibility of an organization
- 3.12 Role of ethics in business

Unit IV

4. Personal Effectiveness and Communication I

- 4.1 Fundamental principles of ethical behavior
- 4.2 The role of regulatory and professional bodies in promoting ethical and professional standards in the accountancy profession

- 4.3 Corporate codes of ethics
- 4.4 Ethical conflicts and dilemmas

Unit V

5. Personal Effectiveness and Communication II

- 5.1 Personal effectiveness techniques,
- 5.2 Consequences of ineffectiveness at work,
- 5.3 Competence frameworks and personal development,
- 5.4 Sources of conflicts and techniques for conflict resolution and referral,
- 5.5 Communicating in business.

Text Books

ACCA Study Text, Accountant in Business (AB), Kaplan Publishing

Reference Text book

1. Peter Stokes, Organisational Management: Approaches and Solutions, First edition, Kogan Page, 2015

SEMESTER – I
PRINCIPLES OF MANAGEMENT

Allied : II
Hours : 5

Course code : U18CI1Y2
Credits : 4

Course objective

The students will be able to

1. Gain Understanding of current and relevant management knowledge.
2. Describe the effective management skills needed to maximize individual and organizational productivity related to the internal and external environment.
3. Understand the role of different functions within an organization and its relationship between accounting and other business functions.
4. Discuss the historical evolution of theories of management, including important contemporary thinking and research.
5. Analyze the elements and steps in the rational decision making process and discuss decision making including group decision making to identify the existing constraints.
6. Distinguish among strategic, tactical and operational plans and explain the benefits of planning
7. Identify the traits, dimensions, and styles of effective leadership.
8. Recognize the role of personal values and personality at work and explain the common factors that influence job fitness and performance.

Unit I

1. Levels of management in an organization

- 1.1. Understand the functions, role and information needs of various levels of management
 - 1.1.1. Strategic
 - 1.1.2. Middle management
 - 1.1.3. Operational levels
- 1.2. Delegation of authority
- 1.3. Communication
- 1.4. Formal & informal organization

Unit II

2. Management Functions

- 2.1. Understand the role of different functions within an organization
 - 2.1.1. R & D
 - 2.1.2. Sales
 - 2.1.3. Marketing
 - 2.1.4. Production
 - 2.1.5. Purchase

- 2.1.6. Administration
- 2.1.7. Finance & Accounting
- 2.1.8. Support services
- 2.1.9. Human resources
- 2.2. Relationship between accounting and other business functions

Unit III

3. Functions of Management

- 3.1. Understand the fundamental functions of management
 - 3.1.1. Planning
 - 3.1.2. Organizing
 - 3.1.3. Decision-making
 - 3.1.4. Communicating
 - 3.1.5. Coordinating
 - 3.1.6. Control
- 3.2. Financial systems and Use of IT

Unit IV

4. Management and Leadership theories

- 4.1. Management theories
 - 4.1.1. Taylor
 - 4.1.2. Fayol
 - 4.1.3. Mayo
 - 4.1.4. Mintzberg
 - 4.1.5. Drucker
- 4.2. Leadership
 - 4.2.1. Definition
 - 4.2.2. Different types of leadership styles
 - 4.2.3. Approaches to leadership referring to theories of Adair, Fiedler, Bennis, Kotter & Heifetz, Ashridge, Blake & Mouton
 - 4.2.4. Managing teams

Unit V

5. Leading and managing individuals and teams

- 5.1. Leadership, management and supervision
- 5.2. Recruitment and selection of employees
- 5.3. Individual and group behavior in business organizations
- 5.4. Team formation
- 5.5. Development and management
- 5.6. Motivating individuals and groups
- 5.7. Learning and training at work
- 5.8. Review and appraisal of individual performance

Textbook

ACCA Study Text, Accountant in Business (AB), Kaplan Publishing

Reference Text book

1. Aswathappa, K, Human Resource Management. New Delhi: Tata McGraw Hill Education Pvt Ltd, 2011
2. Rao, Subba, Human Resources Management. New Delhi: Himalaya Publishing House, 2013
3. Tripathi & Reddy, Principles of Management. New Delhi: Tata McGraw Hill Education Pvt Ltd, 2011

SEMESTER – II
FINANCIAL REPORTING (1)

Core : II
Hours : 6

Course code : U18CI202
Credits : 5

Course Objective

The students will be able

1. To define IFRS and Ind AS and to find out the difference between the both
2. To show the mapping and applicability of Ind AS and IFRS
3. To construct the application of IFRS for various transactions
4. To identify the various accounting policies applied in IFRS
5. To analyse the financial statement by incorporating the accounting standards
6. To interpret the statement of profit and loss account and other comparative income statement
7. To compare the financial performance using financial statement
8. To predict the trend analysis of an enterprise and compare with industry average

Unit I

1. The conceptual and regulatory framework for financial reporting:

- 1.1. The need for a conceptual framework and the characteristics of useful information
- 1.2. Recognition and measurement
- 1.3. Regulatory framework
- 1.4. The concepts and principles of groups and consolidated financial statements

Unit II

2. Use of IFRS and Ind AS

- 2.1. Understand the application of IFRS in India through the use of Ind AS
- 2.2. The applicability of Ind AS
- 2.3. The mapping of Ind AS to IFRS
- 2.4. Differences between IFRS & Ind AS
- 2.5. The list of IFRS (Ind AS)
- 2.6. Process of transition to IFRS for the first time

Unit III

3. Application of IFRS (Ind AS) for transactions

- 3.1. Asset based standards such as PPE
- 3.2. Intangible assets, borrowing costs,

- 3.3. Impairment of assets
- 3.4. Inventory & biological assets
- 3.5. Provisions & contingencies
- 3.6. Events after reporting period
- 3.7. Accounting policies
- 3.8. Estimates & errors

Unit IV

4. Preparation & Presentation of Financial Statements

- 4.1. Thorough knowledge of preparation & presentation of financial statements by incorporating the effects of the accounting standards (covered in Unit 2 only)
- 4.2. Statement of profit or loss and other comprehensive income
- 4.3. Statement of financial position (Balance sheet)

Unit V

5. Analysis of Financial Statements

- 5.1. Analyse the financial performance of an entity using the financial statements
- 5.2. Use of ratios in performance evaluation
- 5.3. Trend analysis
- 5.4. Comparison with competition or industry average

Text Book

1. ACCA Study material, F7, Kaplan Publishing

Books for Reference

1. Financial Reporting, Becker Educational Development Corp., 2016
2. Financial Reporting, BPP Learning Media LTD, 2016
3. Financial Reporting and Analysis, Lawrence Revsine, Daniel W. Collins , W. Bruce Johnson, H. Fred Mittelstaedt, 5th Edition, Pearson Publications, 2015

SEMESTER II
BASICS OF COST ACCOUNTING

Allied : III
Hours : 5

Course code : U18CI2Y3
Credits : 4

Course objective

Students will be able to:

1. Acquire knowledge of the nature, purpose and scope of managerial information
2. Understand the concept of Cost and its classification
3. Become familiar with the principles of cost & management accounting
4. Make use of the methods of valuing purchases and Issues
5. Apply the cost accounting methods & techniques to various business contexts.
6. Reconcile budgeted profits with actuals
7. Calculate standard costs and actual costs
8. Use budgets and standard costs for planning and control

Unit I

1. Introduction

- 1.1. Sources of data (internal & external)
- 1.2. Concept of cost
- 1.3. Cost classification based on nature of expenses, function, variability
- 1.4. Cost behaviour with use of graphs
- 1.5. Concept of cost objects, cost units & cost centres

Unit II

2. Accounting for Costs

- 2.1. Accounting for material costs
- 2.2. Ordering, receiving & issuing material
- 2.3. Methods of valuing purchases and issues (FIFO & Weighted Average methods only) Economic Order Quantity (EOQ)
- 2.4. Inventory levels
- 2.5. Accounting for labour
- 2.6. Direct & indirect cost of labour
- 2.7. Remuneration methods (individual & group)
- 2.8. Labour turnover
- 2.9. Overtime & idle time
- 2.10. Labour efficiency, capacity & volume ratios
- 2.11. Accounting for overheads

- 2.12. Allocation for overheads to production & nonproduction departments
- 2.13. Apportion service overheads to production departments
- 2.14. Production overhead absorption rates
- 2.15. Entries for accounting of material, labour & overhead costs.

Unit III

3. Methods of costing

- 3.1. Understanding of applying job & batch costing
- 3.2. Process costing (including joint products & by-products, equivalent production)
- 3.3. Service costing
- 3.4. Understand the differences between absorption & marginal costing

Unit IV

4. Budgeting & Standard costs

- 4.1. Understand the use of budgets and standard costs for planning & control
- 4.2. Flexible budgets
- 4.3. Reconciliation budgeted profits with actuals
- 4.4. Meaning & calculation of standard costs
- 4.5. Computation of simple variances v/s budgets & standards

Unit V

5. Performance measurement

- 5.1. Performance measurement overview
- 5.2. Performance measurement application
- 5.3. Cost reductions and value enhancement
- 5.4. Monitoring performance and reporting

Text Book

1. ACCA Study Material, F2, Kaplan Publishing

Books for Reference

1. Murthy & Gurusamy S, (2000). *Cost Accounting*, Tata McGrawHill Publications: New Delhi.
2. Jain S.P & Narang K. L., (2012). *Cost Accounting*, Kalyani Publications: New Delhi

Theory 20 % (Section A), Problems 80 % (Section B & C)

**SEMESTER – II
BUSINESS LAW**

**Allied : IV
Hours : 5**

**Course code: U18CI2Y4
Credits : 4**

Course Objectives

The students will be able to:

1. Summarise the basic concepts and classification of contract
2. Elaborate the exceptions to the rule, 'A contract without consideration is Void'.
3. Outline the Provisions of Sale of Goods Act 1930
4. Apply the rules under Negotiable Instruments Act, 1881
5. Identify the significance of crossing of a cheque
6. Outline the formation of a partnership firm
7. Explain the rights and duties of Partners.
8. Interpret the General Principles of Transfer of movable and Immovable property

Unit 1

1. INDIAN CONTRACTS ACT 1872

- 1.1 Essential elements of a Contract offer and Acceptance.
- 1.2 Void and Voidable agreements
- 1.3 Consideration, legality of object and Consideration.
- 1.4 Quasi Contracts, Contingent Contracts.
- 1.5 Performance of Contracts.
- 1.6 Discharge of Contracts.
- 1.7 Breach of Contract and Remedies for breach of Contract.

Unit - II

2. SALE OF GOODS ACT 1930

- 2.1 Definition
- 2.2 Transfer of Ownership
- 2.3 Conditions and Warranties
- 2.4 Performance of the Contract of Sale
- 2.5 Rights of unpaid Vendor
- 2.6 Auction Sales.

Unit – III

3. NEGOTIABLE INSTRUMENTS ACT, 1881

- 3.1 Characteristics of Negotiable Instruments.
- 3.2 Definition of Promissory Note, bill of exchange and Cheque

- 3.3 Difference between Promissory Note, Bill of exchange and cheque
- 3.4 Crossing – Meaning, Definition and Types of Crossing
- 3.5 Dishonour of Instrument Sec.131
- 3.6 Holder in Due course

Unit – IV

4. THE INDIAN PARTNERSHIP ACT, 1932

- 4.1 General nature of Partnership.
- 4.2 Rights and duties of Partners.
- 4.3 Reconstitution of firms.
- 4.4 Registration and Dissolution of firms.

Unit - V

5. TRANSFER OF PROPERTY ACT, 1882

- 5.1 Meaning and definition of Property and Transfer of Property.
- 5.2 Interpretation of
 - 5.2.1 Movable and Immovable property.
 - 5.2.2 Instrument
 - 5.2.3 Attestation
 - 5.2.4 Registration
 - 5.2.5 Attached to earth
 - 5.2.6 Actionable claim
 - 5.2.7 Notice.
- 5.3 General Principles of Transfer of movable and Immovable property

Text book

N.D.Kapoor - Elements of Mercantile Law, Sultan Chand & Sons, 2014

Reference Textbook

- 1. K.R.Bulchandani, Business law for man, Himalaya Publishing House, India, 2006
- 2. P.C. Tulsian - Business Law, Tata McGraw-Hill Education Pvt. Ltd., Third Edition, India, 2004

SEMESTER – III
FINANCIAL REPORTING (2)

Core : III
Hours : 5

Course code : U18CI303
Credits : 4

Course Objectives

The students will be able to

1. Prepare financial statements based on IFRS
2. Accounting for Non –Current Assets held for sale
3. Apply the recognition criteria to assets, liabilities, equity , income & expenses
4. Distinguish between the categories of financial instruments & indicate for the categories of financial instruments how they should be measured
5. Record a transaction that are in a foreign currency. Calculate EPS with an issue of full and with a bonus issue during the year.
6. Account for income taxes & record entries relating to income taxes in the accounting records.
7. Prepare a consolidated statement of profit or loss and other comprehensive income
8. Prepare & interpret a statement of cash flow to assess the performance and financial position of an entity.

Unit I

1. Application of Accounting standards

- 1.1. Standards related to Incomes Taxes,
- 1.2. Cash flows, Government Grants,
- 1.3. Effects of changes in foreign exchange rates,
- 1.4. Investments in associates & joint ventures,
- 1.5. Earnings per share, investment property,
- 1.6. Non-current assets held for sale and fair value measurement

Unit II

2. Preparation of Single Entity Financial Statements

- 2.1 Preparation of statement of changes to equity
- 2.2 Cash flow statements for a single entity,
- 2.3 Statement of profit or loss and balance sheet
- 2.4 Adjustments pertaining to the standards covered in Unit 1)

Unit III

3. Group Financial Statements-I

- 3.1 Consolidated financial statements (excluding group cash flow statement) for a simple group with one subsidiary and one associate
- 3.2 Computation of fair value of net assets,
- 3.3 Goodwill and Non-Controlling Interest (NCI) on date of acquisition.

Unit IV

4. Group Financial Statements-II

- 4.1 Computation of group reserves on date of consolidation –
- 4.2 Fair value adjustments on consolidation –
- 4.3 Effects of intra-group trading on consolidation –
- 4.4 Effect of disposal of parent's investment in subsidiary in parent's individual financial statements and
- 4.5 Consolidated financial statements

Unit V

5. Standards on specific transactions

- 5.1 Accounting for Leases (including right-of-use assets, exemption criteria, sale & leaseback transactions),
- 5.2 Financial instruments (excluding hedge accounting & impairment of financial assets)
- 5.3 Recognition & measurement of financial assets,
- 5.4 Financial liabilities & equity

Text book

ACCA Study Text, Financial Reporting (FR) Kaplan Publishing

Reference Textbook

- 1. Lawrence Revsine, Daniel W. Collin, W. Bruce Johnson, H. Fred Mittelstaedt, Financial Reporting and Analysis, 5th Edition, McGrawHill Publications, 2014
- 2. John Dunn, Financial Reporting and Analysis, Wiley, ISBN 9780470695036

SEMESTER – III
PERFORMANCE MANAGEMENT (1)

Core : IV
Hours : 5

Course code : U18CI304
Credits : 4

Course objective

The students will be able to

1. Gain knowledge and understanding of the role of performance management in an organization.
2. Demonstrate the advanced management accounting techniques used.
3. Share a common understanding on how performance management system can be effectively utilized to raise the performance of individuals and teams.
4. Understand and apply the concepts of relevant costs with regard to decision making techniques.
5. Deal with pricing decisions and risk analysis.
6. Identify and practice some performance appraisal strategies and techniques to enhance the performance.
7. Oriented about core elements, principles and benefits of management accounting techniques for the better performance of an organization.
8. Summarize the barriers to effective performance of a management and resolve those barriers.

UNIT I

1. Advanced Management Accounting Techniques - 1

- 1.1. Activity Based Costing
- 1.2. Use of appropriate cost drivers
- 1.3. Calculation of costs per driver and per unit
- 1.4. Comparing the ABC and traditional absorption costing
- 1.5. Target Costing
 - 1.5.1.1. Derive a target cost in manufacturing and service industry
 - 1.5.1.2. Suggest how a target cost gap can be reduced

UNIT II

2. Advanced Management Accounting Techniques - 2

- 2.1. Life Cycle Costing
- 2.2. Costs involved in different stages of life cycle
- 2.3. Benefits and application of life cycle costing
- 2.4. Throughput Accounting
 - 2.4.1.1. Theory of Constraints
 - 2.4.1.2. Calculation and interpretation of Throughput Accounting Ratio (TPAR)

- 2.5. Application in a multi-product entity and environmental accounting
- 2.6. Management of Environmental cost
- 2.7. Accounting for Environmental cost

UNIT III

3. Decision Making Technique

- 3.1. Understand and apply the concept of relevant costs
- 3.2. Determination of relevance with regard to a contextual decision
- 3.3. Opportunity cost
- 3.4. Cost – Volume – Profit (CVP) relationship
- 3.5. Calculate and interpret break-even point and margin safety
- 3.6. Estimation of target profit in single and multi-product scenario
- 3.7. Resource optimization in light of limiting factors
- 3.8. Single and Multiple factors
- 3.9. Make or Buy Decisions

UNIT IV

4. Pricing Decision And Risk Analysis

- 4.1. Factors affecting pricing of product or services
- 4.2. Price elasticity of demand
- 4.3. Demand equation
- 4.4. Calculate optimum selling price with $MR=MC$ equation
- 4.5. Pricing strategies
 - 4.5.1.1. Skimming
 - 4.5.1.2. Penetration
 - 4.5.1.3. Differential
 - 4.5.1.4. Cost-plus pricing
- 4.6. Apply techniques of maximax, maximin and minimax regret
- 4.7. Use of expected value technique
- 4.8. Decision tree
- 4.9. Value of perfect and imperfect information

UNIT V

5. Investment Appraisal

- 5.1. Investment appraisal techniques
- 5.2. Allowing for inflation and taxation in DCF
- 5.3. Adjusting for risk and uncertainty in investment appraisal
- 5.4. Specific investment decisions (lease or buy, asset replacement, capital rationing)

Text book

ACCA Study Material Text, Performance Management (PM) KAPLAN Publishing

Reference Textbook

1. Robert D.Austin, Measuring and Managing Performance in Organisations, Addison-Wesley Professional, 4th Edition, 2013
2. A.S. Kohli&T.Deb, Performance Management, Oxford Higher Education, 2008

SEMESTER – III
TAXATION - INCOME TAX

Allied : V
Hours : 5

Course code : U18CI3Y5
Credits : 4

Course Objective

The students will be able to

1. Understand the basic principles underlying the Income Tax Act
2. Identify the Residential status of an individual
3. Compute the taxable income of an assessee based on residential status
4. Compute Net Income under Salary
5. Calculate Income from House property
6. Compute of Income from Business or Profession
7. Estimate Income under Capital Gains and Other Sources
8. Apply various deductions under Income Tax Act

Unit I

1. Basic Concepts of Income Tax

- 1.1. History of income tax
- 1.2. Cannons of taxation
- 1.3. Assessee
- 1.4. Various types of Assessee
- 1.5. Assessment year
- 1.6. Previous year
- 1.7. Agricultural income
- 1.8. Capital receipts and revenue receipts
- 1.9. Capital expenditure and revenue expenditure
- 1.10. Capital loss and revenue loss
- 1.11. Incomes exempted u/s 10
- 1.12. Ordinary resident, not ordinary resident and non-resident
- 1.13. Basic conditions and additional conditions to identifying the residential status of individual
- 1.14. Residential status
 - 1.14.1.1. Hindu Undivided Family (HUF)
 - 1.14.1.2. Company
 - 1.14.1.3. Firm
 - 1.14.1.4. Association of Person (AOP)
 - 1.14.1.5. Body of Individual (BOI)
 - 1.14.1.6. Artificial Juridical person

- 1.15. Incidence of tax
- 1.16. Incomes are taxable for ordinary resident, not ordinary resident and non-resident

Unit II

2. Computation of income under salary

- 2.1. The characteristics / features of salary
- 2.2. Incomes that is chargeable to tax under the head salaries as per section 15
- 2.3. Different forms of salary
 - 2.3.1.1. Advance salary
 - 2.3.1.2. Arrear salary
 - 2.3.1.3. Gratuity
 - 2.3.1.4. Pension
 - 2.3.1.4.1.1. Government employee
 - 2.3.1.4.1.2. Non-government employee
 - 2.3.1.5. Leave encashment
 - 2.3.1.5.1.1. Government employee
 - 2.3.1.5.1.2. Non-government employee
 - 2.3.1.6. Provident fund and its calculation
 - 2.3.1.7. Profit in lieu of salary
- 2.4. Allowance
 - 2.4.1.1. Taxable and non-taxable
- 2.5. Perquisites
 - 2.5.1.1. Specified employee and unspecified employee
 - 2.5.1.2. Taxable for all specified and unspecified
 - 2.5.1.3. Taxable for specified employee only
 - 2.5.1.4. Exempted for all (specified and unspecified with certain limits)
- 2.6. Deductions u/s 16
- 2.7. Deduction u/s 80c

Unit III

3. Computation of income under house property

- 3.1. Basic terms
 - 3.1.1.1. Expected rent
 - 3.1.1.2. Faire rental value
 - 3.1.1.3. Market value
 - 3.1.1.4. Actual rent
 - 3.1.1.5. Standard rent
 - 3.1.1.6. Unrealized rent
 - 3.1.1.7. Vacancy period
 - 3.1.1.8. Arrear rent
 - 3.1.1.9. Gross annual value
 - 3.1.1.10. Net annual value

- 3.1.1.10.1.1. Standard deduction
- 3.1.1.10.1.2. Sub letting
- 3.1.1.10.1.3. Composite rent
- 3.1.1.10.1.4. Municipal tax
- 3.1.1.10.1.5. Municipal value ratio
- 3.1.1.10.1.6. Notional value
- 3.1.1.10.1.7. Self-occupied house
- 3.1.1.10.1.8. Let out house
- 3.1.1.10.1.9. Deemed to be let out house
- 3.2. Income that can be taxed under the head house property
- 3.3. Exempted house property income
- 3.4. Calculation of Gross Annual Value
- 3.5. Calculation of Net Annual Value
- 3.6. Treatment of party let out and partly self-occupied house
- 3.7. Treatment of part of the year let out and part of the year self-occupied
- 3.8. The rules should be followed while allowing interest on borrowed capital for self-occupied house.
- 3.9. The treatment of the following
 - 3.9.1.1. Pre-completion/ pre-construction interest
 - 3.9.1.2. Date of loan
 - 3.9.1.3. Date of completion
 - 3.9.1.4. Date of repayment
 - 3.9.1.5. Unrealized rent and arrear of rent recovered
- 3.10. Calculation of income from house property

Unit IV

4. Computation of income under business or profession

- 4.1. Basic terms
 - 4.1.1.1. Business
 - 4.1.1.2. Profession
 - 4.1.1.3. Vocation
 - 4.1.1.4. Speculation business
 - 4.1.1.5. Illegal business
 - 4.1.1.6. Bad debt recovered allowed earlier
 - 4.1.1.7. Bad debt recovered disallowed earlier
 - 4.1.1.8. Under valuation of stock
 - 4.1.1.9. Over valuation of stock
- 4.2. Various incomes that is taxable under the head of income from business and profession
- 4.3. Various methods of accounting
- 4.4. The losses which are incidental to business
- 4.5. Various expenses which are expressly allowed and disallowed while calculating income from business
- 4.6. Calculation of undervaluation and over valuation of stock

- 4.7. Calculation of Income from business
- 4.8. Rules for calculating Income from profession
- 4.9. Calculation of Income from profession

Unit V

5. Computation of income under capital gains and other sources

- 5.1. Income from Capital Gains
 - 5.1.1. Capital assets
 - 5.1.2. Short term capital assets
 - 5.1.3. Long term capital asset
 - 5.1.4. Short term capital gain
 - 5.1.5. Long term capital gain
 - 5.1.6. Transfer
 - 5.1.7. Slump sale
 - 5.1.8. Cost of acquisition
 - 5.1.9. Cost of improvement
 - 5.1.10. Indexed cost
- 5.2. Treatment of depreciable asset while calculating capital gains
- 5.3. Various assets which are not included in capital assets
- 5.4. The capital gains exempted u/s 10
- 5.5. Various exemption u/s 54,54B,54D,54EC, 54ED,54F,54G and 54H
- 5.6. Calculation of the income under capital gains
- 5.7. Income from Other Source
 - 5.7.1.1. Cash system accounting
 - 5.7.1.2. Mercantile system of accounting
 - 5.7.1.3. Casual income
 - 5.7.1.4. Tax free Government securities
 - 5.7.1.5. Less tax Government securities
 - 5.7.1.6. Tax free Commercial securities
 - 5.7.1.7. Less tax Commercial securities
 - 5.7.1.8. Stake money
- 5.8. Residuary head of income
- 5.9. The general income u/s56(1) and specific income u/s 56(2) that can be taxed under the head of other source
- 5.10. Various deductions
- 5.11. Various deductions that cannot be claimed as deductions
- 5.12. The treatment of casual incomes
- 5.13. Various kinds of securities and their tax treatment
- 5.14. Grossing up of income and its calculation
- 5.15. Calculation of income from other source

Text book

1. T.Srinivasan, Income Tax Law and Practice, Vijay Nicole Publications, Chennai,2019

Reference Textbooks

1. VinodSinghania, Students guide to Income Tax, Taxman, 2019
2. Gaur and Narang ,Income tax Law and Practice, Kalyani publishers,2019
3. DinkarPagare , Law and practice of income tax, Sultan Chand Sons,2019

SEMESTER III
INTRODUCTION TO COMPUTER
MS WORD

SBEC : I
Hours : 2

Course code : U18CIPS1
Credits : 2

Course Objectives

The students will be able to

1. Understand the Concepts of Ms- Word
2. Familiarise with to text manipulation and formatting of text documents.
3. Construct business and academic documents using Microsoft word.
4. Creating the tables, entering text, making borders and shading, creating bulleted and numbered lists and creating outlines.
5. Implement the different borders and shading to specified area of a document.
6. Use the advanced tools.
7. Selecting words, sentences, paragraphs etc and apply various types of formatting.
8. Acquire knowledge and skills in using Ms-Word.

Unit I

1. Beginning to Use Microsoft Word

- 1.1 Word Processing versus Desktop Publishing
- 1.2 Starting - Microsoft Word 2007
- 1.3 Opening a New Document
- 1.4 Saving a Document
- 1.5 Getting Help with MS Word
- 1.6 Basic Editing
 - 1.6.1 The Cursor
 - 1.6.2 Inserting Text - Deleting Text ~ Text Undo and Redo -Wrap Text
 - 1.6.3 Formatting - Selecting Text
 - 1.6.4 Applying a Font –Changing Font Size -Font Attributes - Font Colour- Clear Formatting–
 - 1.6.5 Text Alignment Copying and Moving Texts and Objects - The Clipboard - Paste

Unit II

2. Editing Features

2. Spell Check — Thesaurus - Auto Correct – Creating Own Default Dictionary
- 2.2. Word Count -Track Changes -Accepting and Rejecting Changes - Page View – Zoom

- 2.3. Paragraph Formatting - Changing Paragraph Alignment - Indenting Paragraphs –
- 2.4. Add Borders or Shading to a Paragraph, Apply Paragraph Styles –Change Spacing between Paragraphs and Lines

Unit III

3. Tables

- 3.1 Creating Tables
 - 3.1.1 Creating a table by highlighting the boxes
 - 3.1.2 Create a table by using Insert Table command
 - 3.1.3 Converting Text into a Table - Quick Tables -Entering Text
- 3.2 Table Tools -Inserting rows and columns- Deleting Cells, Rows or Columns - Merging Cells and Splitting Cells -Adjusting Column Width- Position text within a Cell
- 3.3 Borders and Shading. Bulleted and Numbered Lists - Creating Outlines

Unit IV

4. Page Formatting

- 4.1 Apply a Page Border and Color –
- 4.2 Changing the Orientation, Size of the Page, or Size of Columns
- 4.3 Insert Headers and Footers (including Page Numbers-Creating a Page Break-inserting Graphics, Pictures, and Table of Contents – Inserting Special Characters.

Unit V

5. Advanced Tools

- 5.1 References and Citations -Macros - Compare and Merge Documents –
- 5.2 Protect Document
- 5.3 Mailing Lists - Creating a List for Mail Merge – Mail Merge.

Text book

1. Study material prepared by the Department

Reference textbooks

1. Faithe Wempen ,Microsoft Word 2010 in Depth, Que Publishing, 2010, ISBN 9780789743114
2. Katherine Murray, Microsoft Word 2010 Inside Out, 1st Edition,2010, ISBN 9780735627291

SEMESTER III
PRINCIPLES OF COMMERCE

NMEC : I

Course Code : U18CI3E1

Hours : 2

Credits : 2

Course Objective

The students will be able

1. To acquire the current and relevant management knowledge.
2. To describe the effective management skills needed to maximize individual and organizational productivity related to the internal and external environment.
3. To understand the role of different functions within an organization and its relationship between accounting and other business functions.
4. To discuss the historical evolution of theories of management, including important contemporary thinking and research.
5. To analyze the elements and steps in the rational decision making process and discuss decision making including group decision making to identify the existing constraints.
6. To distinguish among strategic, tactical and operational plans and explain the benefits of planning
7. To identify the traits, dimensions, and styles of effective leadership.
8. To summarize the role of the manager in building the team and developing individuals.

Unit I

1. Introduction to Commerce

- 1.1.1 Economic activities – Concept of Business-
- 1.1.2 Characteristics of business- Objectives of business.
- 1.1.3 Classification of business activities: Industry and Commerce.
- 1.1.4 Industry–Types-Primary and Secondary.
- 1.1.5 Commerce: Trade and Aids to trade- Types

Unit II

2. Forms of Organisation

- 2.1.1 Forms of Organisation- Sole proprietorship-Partnership firm
- 2.1.2 Joint stock company- features, merits and demerits-
- 2.1.3 Formation of company
- 2.1.4 MOA-AOA-Prospectus
- 2.1.5 Public enterprises-Co-operative societies

Unit III

3. Transportation and Warehouses

- 3.1.1 Transport-Functions
- 3.1.2 Modes of transport- Road, Railway, Water, Airway
- 3.1.3 Advantages and disadvantages of Transportation
- 3.1.4 Warehouse - Types and functions

Unit IV

4. Banking and Insurance

- 4.1.1 Banking- Functions of Banks
- 4.1.2 Types of Bank Accounts.
- 4.1.3 Insurance- Principles of insurance
- 4.1.4 Types of insurance, Advantages of insurance.

Unit V

5. Marketing and Advertising

- 5.1.1. Marketing- Definition-Functions.
- 5.1..2 Marketing Mix
- 5.1..3 Market segmentation
- 5.1.4 Advertising- Types
- 5..1.5 Advertising media-Kinds of media.-Advantages and disadvantages

Textbook

Fundamentals of Business Organisation, Y.K. Bhushan, 20th Revised Edition, Sultan Chand, 2016

Reference Textbook

Modern Marketing Principles and Practices, R.S.N. Pillai and Bhagavathi, 4th Revised Edition, S.Chand& Chand Ltd , 2010

SEMESTER – IV
FINANCIAL MANAGEMENT (1)

Core : V
Hours : 5

Course code : U18CI405
Credits : 5

Course Objective

The students will be able to

1. Recognise the financial objectives of a business organisation
2. Identify the role and purpose of finance function
3. Summarise the Impact of fiscal and monetary policies on business
4. Examine the nature and role of financial markets
5. Recall the elements of Working capital
6. Estimate the inventory requirements of a business
7. Classify the techniques of WCM
8. Analyse the usage of the methods of appraising the investment

Unit I

1. Role & Purpose of Finance Function

- 1.1. Financial objective of a business organisation
- 1.2. Shareholder value maximisation v/s profit maximisation
- 1.3. Growth in earning per share, total shareholder return
- 1.4. Possible conflict between stakeholder objectives and balancing them
- 1.5. Linkage of financial objective with corporate strategy
- 1.6. Financial & other objectives of a not-for-profit organisation

Unit II

2. Financial Management Environment

- 2.1. Macroeconomic environment of the business
- 2.2. Role & impact of fiscal & monetary policies
- 2.3. Interest rate & exchange rate policies
- 2.4. Competition policies
- 2.5. Nature & role of financial markets such as capital market
- 2.6. Money market
- 2.7. Currency market
- 2.8. Products in capital markets & money markets such as derivatives

Unit III

3. Working Capital Management-I

- 3.1. Elements and composition of working capital
- 3.2. Objective of working capital management through balancing of profitability v/s liquidity
- 3.3. Cash operating cycle
- 3.4. Factors influencing it and computation thereof
- 3.5. Management of inventory through EOQ
- 3.6. Inventory levels
- 3.7. Availing bulk discounts

Unit IV

4. Working Capital Management-II

- 4.1. Early payment discounts and Just-In-Time (JIT) techniques
- 4.2. Management of receivables through credit policy
- 4.3. Early settlement discounts
- 4.4. Extending credit period
- 4.5. Factoring & invoice discounting
- 4.6. Managing accounts payables through bulk discounts
- 4.7. Early payment discounts
- 4.8. Managing cash using Baumol's model and Millar-Orr model
- 4.9. Working capital financing strategies

Unit V

5. Investment Appraisal

- 5.1. Types of investment projects such as mutually exclusive projects & independent projects Use of discounted cash flow (DCF) and non-DCF tools for investment appraisal
- 5.2. Payback period & discounted payback
- 5.3. Return on Capital Employed (ROCE)
- 5.4. Net Present Value (NPV) and Internal rate of Return (IRR)
- 5.5. Relative merits & demerits of these methods
- 5.6. Project risk assessment through sensitivity analysis
- 5.7. Lease v/s buy decision
- 5.8. Replacement cycle decision
- 5.9. Single period capital rationing
- 5.10. Risk adjusted discount rates

Text Book

1. ACCA Study Material, F9, Kaplan Publishing

Books for Reference

1. M.Y. Khan & P.K. Jain, Financial Management - Text Problems and Cases, 7th ed, Mc Graw Hill India, 2014
2. Van Hor ne and Wachawicz Jr., Fundamentals of Financial Management, Pearson Ed, 13th edition,2009.

SEMESTER IV

Elective – I

Hours: 4

BUSINESS STATISTICS

Course code:U18CI4:1

Credits: 3

Course Objective

At the end of the course the students;

1. Acquire skills relating to the collection and analysis of data
2. To draw meaningful inference from the analysis the appropriate statistical tool
3. To facilitate the data for comparative study of two different series
4. To calculate the representative single value from the given data
5. To ascertain the suitability of the first order averages
6. To decide the consistency of performance and to reveal the degree of uniformity in the series
7. To find out relationship between two variables and draw conclusion for decision making
8. To measure the purchasing power of money to assist in finding out real wages or income of the people.

Unit I Introduction to the study of Statistics

- 1.1. Statistics
 - 1.1.1. Meaning
 - 1.1.2. Definition
 - 1.1.3. Functions
 - 1.1.4. Scope
 - 1.1.5. Merits and Demerits
- 1.2. Sampling
 - 1.2.1. Meaning
 - 1.2.2. Definition
 - 1.2.3. Methods of sampling
- 1.3. Collection of data
- 1.4. Tabulation of data
- 1.5. Representation of data
 - 1.5.1. Diagrammatic Representation
 - 1.5.2. Graphic representation

Unit II Measures of central Tendency

- 2.1. Mathematical averages
 - 2.1.1. Arithmetic Mean
 - 2.1.1.1. Direct method
 - 2.1.1.2. Short-cut method

- 2.1.1.3. Step Deviation method
- 2.1.2. Geometric Mean
- 2.1.3. Harmonic Mean
- 2.1.4. Corrected Mean
- 2.1.5. Combined Mean
- 2.2. Positional averages
 - 2.2.1. Median
 - 2.2.2. Quartiles
 - 2.2.3. Deciles
 - 2.2.4. Percentiles
- 2.3. Mode

Unit III Measures of Dispersion

- 3.1. Range
- 3.2. Quartile Deviation
- 3.3. Mean Deviation
- 3.4. Standard Deviation
 - 3.4.1. Actual Mean method
 - 3.4.2. Assumed Mean Method
 - 3.4.3. Combined Standard Deviation
 - 3.4.4. Corrected Standard Deviation
- 3.5. Coefficient of variation
- 3.6. Comparison of Measures of dispersion
- 3.7. Lorenz Curve

Unit IV Correlation and Regression:

- 4.1. Correlation
 - 4.1.1. Definition
 - 4.1.2. Karl Pearson's Correlation
 - 4.1.3. Spearman Rank Correlation
 - 4.1.4. Concurrent Deviation
- 4.2. Regression
 - 4.2.1. Definition
 - 4.2.2. Regression Equation
 - 4.2.3. Linear Regression
 - 4.2.4. Difference between Regression and Correlation

Unit V Analysis of Time series and Index numbers:

- 5.1. Elements of Time Series
 - 5.1.1. Secular Trend
 - 5.1.1.1. Graphic Method
 - 5.1.1.2. Method of Semi-Averages

- 5.1.1.3. Method of Moving Averages
- 5.1.1.4. Method of Least Squares
- 5.1.2. Seasonal Fluctuations
 - 5.1.2.1. Method of Simple Averages
 - 5.1.2.2. Method of Moving Averages
 - 5.1.2.3. Ratio to trend Method
 - 5.1.2.4. Method of link Relatives
- 5.1.3. Cyclical Fluctuation
- 5.1.4. Random Fluctuation
- 5.2. Index Numbers
 - 5.2.1 Definition
 - 5.2.2. Simple Index number
 - 5.2.3. Weighted Index Number
 - 5.2.3.1 Laspeyre's formula
 - 5.2.3.2 Paache's formula
 - 5.2.3.3 Fisher's formula
 - 5.2.3.4 Marshal Edge-worth
 - 5.2.3.5 Bowley's formula
 - 5.2.3.6 Kelly's formula
 - 5.2.4. Mathematical tests of consistency
 - 5.2.4.1 Time reversal test
 - 5.2.4.2 Factor reversal test
 - 5.2.5. Fixed Index Number
 - 5.2.6. Chain Index Number
 - 5.2.7. Cost of Living Index

Text Book

R.S.N.Pillai and Bagavathy, Statistics : Theory and Practice, Sultan Chand & Sons, New Delhi, 2010

Reference textbook

PA.Navanitham, Business Mathematics and Statistics, Jai publishers, Trichy, 2009

Theory – 20% (Section A), Problems – 80% (Section B &C)

SEMESTER IV

Elective – I

**ENTERPRISE RESOURCE
PLANNING**

Course Code U18CI4:2

Hours: 4

Credits: 3

Course Objective

Students will be able to

1. Acquire basic knowledge on fundamental ERP concepts
2. Outline the different technologies used in ERP
3. Explain the concept of ERP technologies from organisation's perspective
4. Establish relationship between ERP, SCM and CRM
5. Recognise the various modules adopted in ERP environment
6. Become familiar with the integration between various modules
7. Acquire knowledge on the ERP life cycle
8. Develop a familiarity on the International software players in ERP market.

Unit I

1. ERP—INTRODUCTION

- 1.1 Relationship between Internet, Worldwide Web and ERP
- 1.2 Need and importance of the integration of ERP and other technologies.
- 1.3 Efficiencies associated with the use of Internet and worldwide web.
- 1.4 Online commerce solutions offered through ERP.
- 1.5 Fundamental concepts of ERP
- 1.6 Evolution and growth of ERP
- 1.7 Framework of ERP.
- 1.8 Creation of value in an organisation.
- 1.9 Uses and limitations of ERP

Unit II

2. ERP AND RELATED TECHNOLOGIES

- 2.1 Technologies adopted in ERP
- 2.2 Classify the various technologies employed in ERP
- 2.3 Phases or stages of implementation in the various technologies
- 2.4 Success factors of implementation of various technologies
- 2.5 Integration of ERP, SCM and CRM

Unit III

3. ERP MODULES

- 3.1 Modules of ERP
- 3.2 Features of the various modules of ERP
- 3.3 Sub-systems in the various modules
- 3.4 Integration between various modules
- 3.5 Cost and effect of ERP modules
- 3.6 Procedure for configuring the modules
- 3.7 Measure the contribution of the workforce to the working of the module
- 3.8 Integrated solution for supporting the operational needs of the ERP system

Unit IV

4. ERP IMPLEMENTATION LIFE CYCLE

- 4.1 Fundamental concepts of ERP implementation
- 4.2 Important concepts for implementing ERP
- 4.3 Various approaches to the study of ERP implementation
- 4.4 Different perspectives in ERP implementation
- 4.5 Objectives of ERP implementation
- 4.6 Various transition strategies and their suitability.
- 4.7 Challenges faced in ERP implementation.
- 4.8 Guidelines to be followed for ERP implementation
- 4.9 Challenges faced while implementing ERP.
- 4.10. Reasons for the failure of ERP implementation.
- 4.11 Benefits realized in ERP implementation.
- 4.12 Different phases of ERP implementation
- 4.13 Pre-evaluation screening process.
- 4.14 Package evaluation by the organization
- 4.15 Construct a Gap analysis in the implementation process
- 4.16 To estimate the training needs of the employees while implementing ERP
- 4.17 To describe the various methodologies of testing the ERP system
- 4.18 To execute the going live process of implementation

Unit V

5. ERP MARKET

- 5.1 ERP market place dynamics
- 5.2 Overview of the market place dynamics.
- 5.3 Characteristics of ERP market tiers.
- 5.4 ERP deployment methods.
- 5.5 ERP scenario in India.
- 5.6 ERP vendors and their products
- 5.7 Products offered by various ERP vendors.
- 5.8 Technologies used in the products offered by ERP vendors.

- 5.9 Select the most effective and efficient software suitable to the organisation's need.
- 5.10 International and Indian software for ERP

Text Book

Alexis Leon, Enterprise Resource Planning, 3rd Edition, Mcgraw Hill Education, 2012

Reference Textbook

1. Alexis Leon, ERP demystified, Tata McGraw Hill, 2008, ISBN 9780070656642
2. Jagan Nathan Vaman, Tata McGraw Hill, 2007, 9780070621077

SEMESTER IV
PERFORMANCE MANAGEMENT (2)

Allied : VI
Hours : 5

Course code : U18CI4Y6
Credits : 4

Course Objective

Students will be able to

1. Gain understanding on various types of budgets
2. Evaluate the Budgetary system of an organisation
3. Apply the tools of budgetary control and standard costing to evaluate the performance of a company
4. Acquire knowledge on the use of Performance Analysis in Financial and non-financial entities
5. Develop a mechanism for evaluating the performance of a business division and the divisional managers
6. Analyse the need to factor external considerations in performance management
7. Illustrate how behavioural aspects affect the performance of an organisation
8. Identify the methods of setting transfer prices

Unit I

1. Advanced Budgetary Control and Standard Costing

- 1.1. Budgetary systems in an organisation such as top-bottom, bottom-up, rolling, zero based, activity based, incremental budgets
- 1.2. Preparation of flexed budgets
- 1.3. Beyond budgeting model
- 1.4. Employee participation in budgetary system
- 1.5. Quantitative analysis using high-low method

Unit II

2. Advanced Budgetary Control and Standard Costing-II

- 2.1. Applying learning curve model
- 2.2. Advanced variance analysis with the help of material mix & yield variances, sales mix & quantity variances
- 2.3. Planning & operational variances
- 2.4. Performance analysis with variances

Unit III

3. Performance Analysis

- 3.1. Understand & apply financial & non-financial performance indicators (KPIs)
- 3.2. Using Norton's Balanced Scorecard model and Fitzgerald & Moon's Building Block model for performance measurement
- 3.3. Using Value-for-money approach for not-for-profit organisations
- 3.4. Economy, efficiency & effectiveness approach

Unit IV

4. Divisional Performance

- 4.1. Mechanism for evaluating the performance of a business division and the divisional managers
- 4.2. Tools such as Return on Investment (ROI)
- 4.3. Residual Income (RI)
- 4.4. Impact of transfer pricing on divisional performance
- 4.5. Methods of setting transfer prices

Unit V

5. Behavioural Considerations

- 5.1. Need to factor external considerations in performance management such as environment
- 5.2. Market conditions and stakeholder impact
- 5.3. Illustrate how behavioural aspects affect the performance of an organisation

Text book

1. ACCA Study Material, F5, Kaplan Publishing

Reference Textbook

1. Robert D.Austin, Measuring and Managing Performance in Organisations, Addison-Wesley Professional, 4th Edition, 2013
2. A.S. Kohli&T.Deb, Performance Management, Oxford Higher Education, 2008

SEMESTER IV
MS EXCEL

SBEC : II
Hours : 2

Course Code : U18CIPS2
Credits : 2

Course Objective

The students will be able to

1. Identify the different components of MS Excel
2. Create and open new and existing Workbook
3. Enter and edit data
4. Apply formulae and do basic calculations
5. Insert Word Art, Shapes and Charts
6. Create references, tables and functions in a spreadsheet
7. Be acquainted with data validation in Excel
8. Design slides using Powerpoint by applying themes, colors, special effects and animation objects

Unit I

1. Introduction to MS Excel

- 1.1 Navigating MS Excel – Cells, Rows, and Columns –
- 1.2 Workbooks –Opening – Labeling and Naming
- 1.3 Adding and Deleting –
- 1.4 Hiding/ Unhiding–
- 1.5 Columns and Rows – Adjacent Columns –Separated-Columns –
- 1.6 Saving Workbooks -Saving an Existing File.
- 1.7 Headers and Footers –
- 1.8 Margins for Headers and Footers – Print Area ~print a Range of pages –
- 1.9 Printing

Unit II

2. Entering Information into Ms Excel

- 2.1 Entering data – Entering Labels and Values - Entering Values –Multiple Entries –
- 2.2 Copying Cells, Rows and Columns – Pasting Cells, Rows, and Columns-
- 2.3 To Paste an item from clipboard –
- 2.4 Inserting and Deleting Rows and Columns-To insert a Column – To insert a Row
- 2.5 Filling Cells with a Series of Data —Editing Cell Data – Find and Replace, Go to a Cell Data
- 2.6 Locking Rows and Columns by Freezing Panes -Spell Check –AutoCorrect –

- 2.7 Formatting a Worksheet – Change Font Style and Sizes - Adding Borders and Colors to Cells
- 2.8 Changing Column Width- Changing Column Width using the Mouse – Changing Row Height
- 2.9 Change a Row Height by dragging the Mouse -Merge Cells –
- 2.10 Applying Number Formats-Creating Custom Number Formats-Align Cell Contents
- 2.11 Creating Your Own Cell Styles – Conditional Formatting – Freeze and Unfreeze Rows and Columns

Unit III

3. Adding Elements To A Workbook

- 3.1 Adding Images – Modifying Images –
- 3.2 Adding WordArt-Inserting AutoShapes-Adding Clipart – Adding a Hyperlink-
- 3.3 Charts-Types of Charts-Chart Tools – Modifying and Moving a Chart-
- 3.4 Organizational Charts—Changing an Organizational Chart – Other changes to Charts

Unit IV

4. Formulas And Calculations

- 4.1 Definition and Explanation of Formulas
- 4.2 Calculations Mathematical operators
- 4.3 Creating a Formula
- 4.4 The Role of Functions – Creating Functions.
- 4.5 References
- 4.6 Using Labels- Using Names – Name Manager - Absolute, Relative and Mixed Cell References
- 4.7 Creating a Table-inserting Row and Columns into a Table-Adding Up Values –
- 4.8 Entering Data into a Table-Sorting Data into a Table – Using Filters to sort Tables
- 4.9 Using Table Border to Expand a Table – Totalling and Tallying Data.
- 4.10 Data Validation-Finding invalid Entries - Auditing Trace - Precedents and Dependents

Unit V

5. Creating New Presentations using templates

- 5.1 Adding text, pictures, sounds, movies, and charts for presentation.
- 5.2 Design slides using themes, colors, and special effects, animating objects.
- 5.3 Add special effects to slide transitions.
- 5.4 Working with Master Slides, Setting up slide shows and rehearsing timings for slides.
- 5.5 Collaborating using social media and PowerPoint together

Textbook

Study material prepared by the Department

Reference Textbook

1. Dr. D. Joseph Anbarasu et al., Excel for Business, Learntech Press, Trichy
2. Gary Shelly, Thomas.J. Cashman, Jeffrey.J.Quasney, MS Office PowerPoint 2007, Thomson Learning, 1st edition, 2008

Practical Examination only

SEMESTER IV
PRINCIPLES OF MANAGEMENT

NMEC : II
Hours : 2

Course Code : U18CI4E2
Credits : 2

Course Objective

At the end of the course, the students will be able to

1. Acquire knowledge of business and to start and manage a business.
2. Develop human competencies for the future job responsibilities.
3. Identify planning and getting ready to do something tomorrow.
4. Identify the work that must be done to achieve the organisational goals.
5. Identify the selection process and the method of training.
6. Examine the kinds of leadership styles with their merits and demerits.
7. Distinguish between various types of communication.
8. Analyze the principles and technique of coordination and control.

Unit I

1. 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

2. 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

3. 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

4. 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

5. 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

Text book

Dr.C.B. Gupta, Business Organisation and Management, Sultan Chand & Co, 2010

Reference Textbooks

1. Charles W.L.Hill, Steven L. McShane, Principles of Management, McGrawHill, 1st Edition, 2008
2. K.Sundar, Principles of Management, VNI Publishing House, 2013, ISBN-978-8182093119

SEMESTER – V
AUDIT & ASSURANCE

Core : VI
Hours : 5

Course code : U18CI506
Credits : 5

Course Objective

The students will be able to

1. Gain Understand the concept of audit & assurance and the functions of audit
2. Identify the rules for audit planning and documentation
3. Assess the importance of Interim audit on work performance
4. Evaluate the internal control system
5. List the techniques of collecting audit evidence
6. Examine the computer assisted auditing techniques
7. Recall the methods of writing reports
8. Outline the rules of writing Audit reports

Learning Outcomes

- 1 Understand the concept of audit & assurance and the functions of audit
- 2 Securing and handling audit assignments, audit risks
- 3 Comprehension and evaluation of internal controls, techniques & audit tests
- 4 Gathering & managing audit evidence and review and reporting

Unit I

1. Audit Framework & Regulation

- 1.1. Concept of audit & assurance
- 1.2. Professional ethics of an auditor
- 1.3. Scope of internal & external audit
- 1.4. Governance & audit

Unit II

2. Audit Planning & Risk Assessment

- 2.1. Obtaining & planning for audit assignments
- 2.2. Understanding the entity & its environment
- 2.3. Assessing audit risk
- 2.4. Fraud risk
- 2.5. Interim audit and impact of work performed

- 2.6. Audit planning & documentation
- 2.7. Audit evidence, documentation, working papers

Unit III

3. Internal Control & Audit Tests

- 3.1. Internal control system assessment
- 3.2. Control environment
- 3.3. Risk assessment procedures
- 3.4. Monitoring of controls
- 3.5. Evaluation of internal control system by auditor
- 3.6. Test of control
- 3.7. Communication on internal controls

Unit IV

4. Audit Evidence & Reporting

- 4.1. Techniques of collecting audit evidence such as inspection
- 4.2. Observation
- 4.3. External confirmation
- 4.4. Recalculation
- 4.5. Analytical procedures and enquiry
- 4.6. Quality & quantity of audit evidence
- 4.7. Audit sampling
- 4.8. Computer assisted auditing techniques
- 4.9. Review procedures including subsequent events, going concern, written representations Auditor's report contents & opinion

Unit V

5. Review and reporting

- 5.1. Subsequent events
- 5.2. Going concern
- 5.3. Written representations
- 5.4. Audit finalisation and the final review
- 5.5. The Independent Auditor's Report

Textbook

1. ACCA Study Material, F8, Kaplan Publishing

Books for Reference

1. PankajGarg, Auditing & Assurance, 4th Edition, Taxmann Publications Pvt Ltd, 2019
2. Surbhi Bansal, Auditing & Assurance, 22nd Edition, Bestword Publications Pvt Ltd.,2018

SEMESTER – V
FINANCIAL MANAGEMENT (2)

Core : VII

Course Code : U18CI507

Hours : 6

Credits : 5

Course Objective

Students will be able to

1. Acquire understanding on the sources of business finance with their relative merits and demerits
2. Recognise the sources of Islamic financing and finance for SME sector.
3. Estimate the Cost of equity using various models
4. Gain knowledge on various capital structure theories
5. Apply the concepts of business valuation models under demanding situations
6. Categorize the types of foreign currency risks
7. Identify the causes of currency rate fluctuations
8. Evaluate the tools of currency rate fluctuations

Unit I

1. Business Finance and Sources of Funds

- 1.1. Understand & evaluate various short & long term sources of finance such as equity and debt
- 1.2. Methods of raising equity such as rights issue, initial public offer (IPO)
- 1.3. Sources of Islamic financing such as Murabaha, Musharaka, Mudaraba, Sukuk, Ijara Sources of finance for SME sector including venture capital, crowd funding and angel financing

Unit II

2. Capital Structure Theories and Cost of Capital

- 2.1. Estimating cost of equity using dividend growth model (DGM)
- 2.2. Capital Asset Pricing Model (CAPM)
- 2.3. Concept of systematic & unsystematic risk
- 2.4. Estimating cost of debt (irredeemable & redeemable)
- 2.5. Convertible debt
- 2.6. Estimating Weighted Average Cost of Capital (WACC) using book value and market value weightages
- 2.7. Capital structure theories including traditional view and Modigliani-Millar view (without & with tax)
- 2.8. Pecking order theory

Unit III

3. Business Valuations

- 3.1. Purpose of business valuation
- 3.2. Various situations which demand business valuation
- 3.3. Models for valuation of equity using dividend model, net asset method, cash flow approach, earning method (using PE ratio), and earnings yield method
- 3.4. Valuation of debt

Unit IV

4. Financial Risk Management-I

- 4.1. Sources of & factors influencing Foreign currency risks
- 4.2. Types of currency risks such as transaction risk, translation risk, & economic risks
- 4.3. Causes of currency rate fluctuations including balance of payments, purchasing power parity (PPP), interest rate parity (IRP)

Unit V

5. Financial Risk Management-II

- 5.1. Fischer equation
- 5.2. Tools of managing currency risks such as internal tools (currency of invoice, netting, leading & lagging) and external tools (forwards, futures, options & swaps, money market hedging)
- 5.3. Causes of interest rate fluctuations
- 5.4. Managing interest rate risks through internal tools (matching and smoothing, asset & liability management)
- 5.5. Forward rate agreements (FRA)

Text Book

ACCA Study Material, F9, Kaplan Publishing

Reference Textbook

1. Prasanna Chandra, Financial Management Theory and Practice, 10th Edition, McGraw Hill Publications, 2019
2. Khan & Jain, Financial Management, 7th Edition, McGraw Hill Publications, 2017

SEMESTER – V
TAXATION – GST

Core : VIII
Hours : 6

Course code : U18CI508
Credits : 5

Course Objective

Students will be able to:

1. Describe basic concept of GST
2. Assess destination consumption and origin based GST
3. Make GST registration, E-payment GST and E- filing of returns.
4. List out the modes of tax payment
5. Analyzing the transaction for compliance under GST
6. Identification of type of supply rule
7. Determination of eligible input tax credit
8. Gain knowledge on the registration procedure under GST law

UNIT I

1. Goods and Services Tax Act & Rules

- 1.0 Introduction
- 1.1 What is GST
- 1.2 Need for GST in India
- 1.3 Cascading effect of tax
- 1.4 Non-integration of VAT and Service Tax causes double taxation
- 1.5 No CENVAT Credit after manufacturing stage to a dealer
- 1.6 Cascading of taxes on account of levy of CST Inter-State purchases
- 1.7 One Nation-One Tax
- 1.8 Dual GST Model
- 1.9 Central Goods and Services Tax Act, 2017 (CGST)
- 1.10 State Goods and Services Tax Act, 2017 (SGST)
- 1.11 Union Territory Goods and Services Tax Act, 2017 (UTGST)
- 1.12 Integrated Goods and Services Tax Act, 2017 (IGST)
- 1.13 Goods and Services Tax Network (GSTN)
- 1.14 Functions of GSTN (i.e. Role assigned to GSTN)
- 1.15 Constitution (101st Amendment) Act, 2016
- 1.16 GST Council
- 1.17 Guiding principle of the GST Council
- 1.18 Functions of the GST Council
- 1.19 Definitions under CGST Laws

Unit II

2. Levy and Collection of Tax

- 2.1 Scope of supply (Section 7 of CGST Act, 2017)
- 2.2 Section 7(1)(a) all forms of supply of goods or services or both such as sale, transfer, barter, exchange, license, rental, lease or disposal made or agreed to be made for a consideration by a person in the course or furtherance of business;
- 2.3 Section 7(1)(b) of CGST Act, 2017, import of services for a consideration whether or not in the course or furtherance of business
- 2.4 Section 7(1)(c) of the CGST Act, 2017 the activities specified in Schedule I, made or agreed to be made without a consideration
 - 2.4.1 Permanent transfer/disposal of business assets
 - 2.4.2 Supply between related persons or distinct persons
 - 2.4.3 Supply to agents or by agents
 - 2.4.4 Importation of Services
- 2.5 Section 7(1)(d) the activities to be treated as supply of goods or supply of services as referred to in Schedule II
 - 2.5.1 Renting of Immovable Property
 - 2.5.2 Information Technology software
 - 2.5.3 Transfer of the right to use any goods for any purpose
 - 2.5.4 Composite supply
- 2.6 Non-taxable Supplies under CGST Act, 2017
 - 2.6.1 Section 7(2) (a) activities or transactions specified in Schedule III;
 - 2.6.2 Section 7(2)(b) such activities or transactions undertaken by the Central Government, a State Government or any local authority in which they are engaged as public authorities, as may be notified by the Government on the recommendations of the Council,
 - 2.6.3 Section 7(3) the transactions that are to be treated as—
 - (a) a supply of goods and not as a supply of services; or
 - (b) a supply of services and not as a supply of goods.
- 2.7 Composite and Mixed Supplies (Section 8 of CGST Act, 2017)
 - 2.7.1 Meaning of Composite and Mixed Supplies
 - 2.7.2 Composite Supply
 - 2.7.3 Mixed supply
- 2.8 Levy and Collection
- 2.9 Composition Levy
- 2.10 Exemption from tax
- 2.11 Person liable to pay tax
 - 2.11.1 Forward Charge
 - 2.11.2 Reverse Charge
 - 2.11.3 Person who are required to pay tax under section 9(5) of CGST (i.e. Electronic Commerce Operator)

Unit III

3. Time and Value of Supply

- 3.1 Time of supply
- 3.2 Place of supply
- 3.3 Value of supply
- 3.4 Change in rate of tax in respect of supply of goods or services

Unit IV

4. Input Tax Credit

- 4.1 Eligibility for taking Input Tax Credit (ITC)
- 4.2 Input Tax credit in special circumstances
- 4.3 Input Tax Credit in respect of goods sent for Job-Work
- 4.4 Distribution of credit by Input Service Distributor (ISD)
- 4.5 Recovery of Input Tax Credit

Unit V

5. Registration under GST Law

- 5.1 Persons not liable for registration
- 5.2 Compulsory registration
- 5.3 Procedure for registration
- 5.4 Deemed registration
- 5.5 Casual taxable person
- 5.6 Non-resident taxable person
- 5.7 Cancellation Vs Revocation of registration

Text book

Datey V.S., GST Ready Reckoner, 9th Edition, Taxmann Publication, 2019

Reference Textbook

E-Book on Goods and Services Tax in India, CA PritamMahure, TaxGuru

SEMESTER V

Core IX
Hours: 6

BANKING THEORY LAW AND PRACTICE

Corse code U18CI509
Credits: 5

Course Objective

The students shall be able to

1. Understand the conceptual and legal parameters including the judicial interpretation of banking law.
2. Identify the evolutionary developments leading to the creation of banking structure, policies, patterns and practices.
3. Outline the various functions and objectives of RBI
4. Gain knowledge on relationship between a banker and a customer
5. Gain awareness of general and special features of various negotiable instruments
6. Have an in-depth knowledge about the banker and customer relationship.
7. Become familiar with the concepts in e-banking.
8. Acquire the skills required knowledge and skills for practical banking operations

Unit I

1. Banking

- 1.0. An overview of Origin and development of banks
- 1.1. Banking Regulations Act 1949- Definition of Banking and Licensing of Banks
- 1.2. Kinds of Banks
 - 1.2.1 Commercial banks
 - 1.2.2 Industrial or Investment banks
 - 1.2.3 Cooperative banks-
 - 1.2.4 Agricultural development banks
 - 1.2.5 EXIM bank
 - 1.2.6 Foreign banks or foreign exchange banks
- 1.3. Commercial Banks- Functions of Modern Commercial banks and Universal banking
- 1.4. Opening of Bank branches – Importance and Inspection
- 1.5. Non-Banking Financial Companies (NBFCs)

Unit II

2. Central bank

- 2.0. Reserve bank of India – Objectives- Departments- Functions
- 2.1. Monetary policy – Types of credit control measures

- 2.1.1 Objectives of Credit Control-Quantitative Credit Control
- 2.1.2 Bank Rate-Working-Open market operation-Effectiveness
- 2.1.3 Cash Reserve Ratio-Variable Cash Reserve ratio (VCRR)
- 2.1.4 Selective Credit control measures-Regulation of Consumer Credit
- 2.2. Management of Deposits - Types of deposits
- 2.3. Advances and Lending -principles of sound bank lending

Unit III

3. Banker, Customer and Negotiable instruments

- 3.0. Relationship between banker and customer
- 3.1. Special types of bank customers
- 3.2. Negotiable instruments – Definition – Features
 - 3.2.1. Promissory note-Bill of exchange-Holder and Holder in due course
 - 3.2.2. Cheques- Crossing of cheque –Types of crossing –Dishonour of Cheques
 - 3.2.3. Endorsement –Types of Endorsements
- 3.3. Collection banker and paying banker
 - 3.3.1. Meaning of collecting banker-Capacity-Conversion-Statutory protection
 - 3.3.2. Meaning of paying banker- payment in due course
 - 3.3.3. Duties and responsibilities of paying banker in honouring cheques
 - 3.3.4. Dishonour and Consequences of wrongful dishonour by paying banker
 - 3.3.5. Statutory protection to paying banker

Unit IV

4. Electronic banking

- 4.0. E-Banking – Meaning - Benefits
- 4.1. Internet Banking Services – Drawbacks
- 4.2. Mobile Banking – Features – Drawbacks
- 4.3. Automated Teller Machine (ATM) –Features – Benefits – Challenges
- 4.4. Credit Cards – Benefits – Constraints
- 4.5. Cash deposit machine CDM- Coin vending machine- MICR Cheques – Benefits

Unit V

5. Recent Trends

- 5.0. RBI Guidelines – Benefits of Electronic Clearing Systems
- 5.1. E-Cheques – E-Money – Real Time Gross Settlement (RTGS) – Benefits to Banker and Customer
- 5.2. Core Banking Solutions (CBS) – Benefits – Single Window Concepts – Features
- 5.3. Demat account –Application supported by blocked amount (ASBA)

Textbook

K P M Sundharam & P N Varshney, Banking Theory Law And Practice, Sultan Chand & Sons, 2010

Reference Textbook

B. Santhanam, Banking Theory Law and Practice, 5th edition, Margham Publications, 2012

SEMESTER V

Elective-II

QUANTITATIVE TECHNIQUES

Course Code U18CI5:1

Hours: 5

Credits: 5

Course Objective

The students shall able to

1. Define the different types of Linear Programming Problem and find the optimal Solutions
2. Solve transportation problems and calculate the total transportation cost and time
3. Discuss the concepts of games theory and simulation
4. Solve problems in various methods of games theory
5. Gain the knowledge about the replacement theory and analysis
6. Solve the replacement problem and find the solution
7. Elaborate the network analysis and solve the problems
8. Explain the different methods-EMV, EOL, EVP .

Unit I

1. Introduction to Operations research and Linear Programming Problem

- 1.1 Operations research – Origin and development
- 1.2 Role in decision making
- 1.3 Phases and approaches to OR
- 1.4 Linear programming problem – Applications and limitations
- 1.5 Formulation of LPP
- 1.6. Optimal Solution to LPP
 - 1.6.1 Graphical method
 - 1.6.2 Simplex Method (excluding dual problem)

Unit II

2. Transportation and Assignment problem

- 2.1 Transportation problem – methods
 - 2.1.1 North West corner method
 - 2.1.2 Least cost method
 - 2.1.3 Vogel's approximation method
 - 2.1.4 Moving towards optimality - Stepping stone & MODI methods
- 2.2 Assignment problem

Unit III

3. Game Theory and Simulation

- 3.1 Game Theory- different strategies followed by the players in a game.
 - 3.1.1 Optimal strategies of a game using maximin criterion.
 - 3.1.2 Dominance property
 - 3.1.3 Graphical method
- 3.2 Simulation

Unit IV

4. Replacement Problem

- 4.1 Replacement decisions
- 4.2 Replacement policy without change in money value
- 4.3 Replacement of items that fail completely (group replacement)
- 4.4 Applications in finance and accounting

Unit V

5. Decision Analysis and Network Analysis

- 5.1 Decision analysis – EMV criterion – EOL and EVPI
- 5.2 Decision tree analysis
- 5.3 Network Analysis
 - 5.3.1 PERT
 - 5.3.2 CPM
 - 5.3.3 Simple CPM calculations
- 5.4 Application in finance and accounting (Excluding crash)

Textbook

P.R.Vittal - Operation Research, Margham publications, 2nd edition ,(2012)
Chennai

Reference Textbook

1. V.K.Kapoor, Operations Research, 5th edition, Sultan Chand & Sons, ,2013
2. P.Mariappan, Operation Research, First edition, Pearson Education , 2013
3. P.C.Tulsian& Vishal Pandey - Quantitative techniques, Pearson Education, 2002

Theory – 20 % (Section A) , Problems –80 % (Section B & C)

SEMESTER V

Elective - II

INTERNATIONAL TRADE

Course Code U18CI5:2

Hours: 5

Credits: 5

Course Objective

Students shall be able to:

1. Define International Trade
2. Explain the concepts in International Business
3. Summarize the theories of International Trade
4. Assess the various Terms and Conditions of Export Finance
5. Develop the ability to critically examine the EXIM Policy Frame work
6. Compare with Internal Trade to International Trade
7. Elaborate the Functions of World Bank
8. Understand the Implications of Foreign Trade Policy

Unit I

1. Introduction and Theories of international trade

- 1.1. Introduction to International Trade
 - 1.1.1 Meaning, Features of international Trade
 - 1.1.2 Difference between internal and international trade
 - 1.1.3 Advantages of international trade
 - 1.1.4 Arguments against international trade
- 1.2 Theories of international trade
 - 1.2.1 Adam Smith theory of absolute cost advantage
 - 1.2.2 Ricardo's theory of comparative cost
 - 1.2.3 Haberler's opportunity cost theory
 - 1.2.4 The Heckscher- Ohlin theory of factor endowments.

Unit II

2. Trade Policy, Protection, Balance of Payments

- 2.1 Free Trade and Protection
 - 2.1.1 Meaning of Free Trade & Protection
 - 2.1.2 Advantages and disadvantages of tree trade
 - 2.1.3 Arguments for and against Protection
 - 2.1.4 Meaning of Tariff, Types and its effects
- 2.2 Balance of Trade and Payment
 - 2.2.1 Meaning and definition of Balance of Trade and Payments
 - 2.2.2 Components and structure of balance of payments Accounts in India

- 2.2.3 Different terms in the concept of Balance of payment
- 2.2.4 Balance of payment disequilibrium
- 2.2.5 Types of disequilibrium and their causes
- 2.2.6 Methods of correcting an unfavourable balance of payments

Unit III

3. Export Procedure, Foreign exchange and Exchange control

- 3.1 Export Procedures
- 3.2 Institutional support to export finance
 - 3.2.1 Role of commercial bank and RBI in export finance
 - 3.1.2 Functions of EXIM bank
 - 3.1.3 Role of ECGC
- 3.3 Foreign Exchange
 - 3.3.1 Meaning of Foreign exchange
 - 3.3.2 Methods of Foreign payments
 - 3.3.3 Foreign exchange market and its functions
 - 3.3.4 Rate of exchange and determination of rate of exchange
 - 3.3.5 Fluctuating exchange rate and its causes
 - 3.3.6 Arguments for stable and fluctuating exchange rates
 - 3.3.7 Policy of controlled floating or managed flexibility
 - 3.3.8 Purchasing power parity theory
 - 3.3.9 Criticism of purchasing power parity theory
- 3.4 Meaning of exchange control
 - 3.4.1 Objectives and methods of exchange control
 - 3.4.2 Merits and defects of exchange control

Unit IV

4. International Financial Organisations to Trade

- 4.1 International Monetary Fund (IMF)
 - 4.1.1 Background of IMF
 - 4.1.2 Objectives and functions of IMF
 - 4.1.3 Financial resources of the fund
 - 4.1.4 Lending operations of the fund
 - 4.1.5 Conditionalities of the IMF assistance
- 4.2 Special Drawing Rights (SDR)
 - 4.2.1 Meaning and origin of Special Drawing Rights
 - 4.2.2 Merits and criticism of SDR scheme
 - 4.2.3 India and IMF
 - 4.2.4 Critical assessment of the working of IMF
 - 4.2.5 Criticism of IMF

- 4.3 International Bank for Reconstruction and Development (IBRD)
 - 4.3.1 Genesis of IBRD
 - 4.3.2 Objectives and functions of IBRD
 - 4.3.3 Lending operations of the World Bank
 - 4.3.4 World Bank special assistance scheme
 - 4.3.5 Other activities of World Bank
 - 4.3.6 Critical appraisal of the working of World Bank
 - 4.3.7 Indian and the World Bank
- 4.4 International Development Association
 - 4.4.1 Objectives of IDA
 - 4.4.2 Membership and organization of the IDA
 - 4.4.3 World Bank and IDA
 - 4.4.4 IDA and India
- 4.5 International Finance Corporation (IFC)
 - 4.5.1 Objectives
 - 4.5.2 Membership and capital resources
 - 4.5.3 The World Bank and the IFC
 - 4.5.4 Investment policy of IFC
 - 4.5.5 IFC and Developing countries
 - 4.5.6 Criticism of IFC
- 4.6 Asian Development Bank (ADB)
 - 4.6.1 Origin, Objectives and functions of ADB
 - 4.6.2 Membership, Organisation and Financial resources of ADB
 - 4.6.3 Activities of the Bank
 - 4.6.4 ADB and India
 - 4.6.5 Criticism of the functioning of the ADB

Unit V

5. International Agreement for Promotion Of Trade

- 5.1 United Nations conference on trade and development (UNCTAD)
 - 5.1.1 Background of UNCTAD
 - 5.1.2 Organisations and functions of UNCTAD
 - 5.1.3 Conferences of UNCTAD
 - 5.1.4 The achievements of UNCTAD
 - 5.1.5 UNIDO and its contributions
- 5.2 General Agreement on Trade and Tariffs (GATT)
 - 5.2.1. Objective of GATT
 - 5.2.2. Provisions of GATT
 - 5.2.3. GATT Conferences (Rounds of Global Trade Negotiations)
 - 5.2.4. Defects of GATT
 - 5.2.5. The Uruguay Round and World Trade Organisation (WTO)
 - 5.2.6. Objectives and functions of WTO
 - 5.2.7. TRIPs and TRIMs and its implications to India

- 5.3 International Economic integration in international trade
 - 5.3.1 Benefits of Economic Integration
 - 5.3.2 Forms of economic integration
 - 5.3.3 Objectives, organization and achievements of European Economic Community
 - 5.3.4 Other economic integration grouping (NAFTA, ASEAN, EFTA, COMECON, LAFTA, SAFTA).

Textbook

Sankaran, S, International Trade, Margham Publications, 2005

Reference Textbook

1. Aswathappa, K, International Business, 5th ed., McGraw Hill Education Pvt. Ltd, 2010
2. Charles W. L. Hill., & Arun. K. Jain, International Business, 6th ed., McGraw Hill Education Pvt. Ltd, 2008
3. Francis Cherrunilam, International Trade and Export Management, Himalya Publications, 2009

Course Objective:

At the end of the course the students will be able

1. Understand the significance of derivatives in hedging risk.
2. Acquire knowledge in the working of futures market.
3. Identify the settlement procedure in the futures market.
4. Explain the trading mechanism of the forward market
5. Describe the components that influence the price of option premiums.
6. Distinguish between the concepts relating to swaps and swaptions

UNIT I - DERIVATIVES MARKET

- 1.1 Definition of derivatives
- 1.2 Importance of derivatives
- 1.3 Difference between cash and derivative market
- 1.4 Types of derivatives

UNIT II - FUTURES

- 2.1 Meaning of futures
- 2.2 Types of futures contract
 - 2.2.1 Single stock futures
 - 2.2.2 Index futures
- 2.3 Trading mechanism in stock futures
- 2.4 Purpose of trading in futures
- 2.5 Advantages of stock index futures

UNIT III- FORWARD CONTRACT

- 3.1 Meaning of forward contract
- 3.2 Hedging through futures
- 3.3 Correlation between forward and future prices
- 3.4 Benefits of futures market

UNIT IV- OPTIONS

Meaning of stock options

- 4.1 Parties involved in the option contract
- 4.2 Components determining an option premium
- 4.3 Types of options

UNIT V - SWAPS AND SWAPTIONS

- 5.1 Meaning of swaps
- 5.2 Features of swaps
- 5.3 Types of swaps
- 5.4 Difference between swaps and swaptions

TEXT BOOKS

1. Derivative Markets, Robert L McDonald, 3rd Edition, Pearson Publishers.
2. Introduction to Financial Derivatives, Kishore Bhatt, JBS Academy Pvt Ltd.

REFERENCES

1. Vohra N.D and Bagri B.N, Futures and Options, 9th edition, Tata McGraw Hill Publishing company, New Delhi, 2009. P.G. Apte, International Finance Management, 5th edition, Tata McGraw Hill Publishing Company, New Delhi, 2008.

SEMESTER VI BUSINESS MATHEMATICS

Core : X
Hours : 6

Course Code : U18CI610
Credits : 5

Course Objective

Students will be able to:

1. Define the different types of numbers in number system .
2. Discuss the laws of indices and solve the indices.
3. Explain the concepts of surds and make use of the laws of surds.
4. Solve problems in Arithmetic Progression, Geometric Progression and Harmonic Progression.
5. Recall the concepts and rules of differential calculus.
6. Solve the maxima and minima problems using the rules of differentiation.
7. Elaborate the set theory and laws and operations in set theory.
8. Explain the different concepts and types of matrices.

Unit I

1. Indices, Surds, Logarithm, Simultaneous and Quadratic Equation and Arithmetic, Geometric and Harmonic Progression

- 1.1 The concept of number system
 - 1.1.1 Natural number
 - 1.1.2 Whole number
 - 1.1.3 Real number
 - 1.1.4 Imaginary number
 - 1.1.5 Rational number
 - 1.1.6 Irrational number
 - 1.1.7 Integer
 - 1.1.8 Fractions

- 1.1.9 Prime number
- 1.1.10 Complex number
- 1.1.11 Odd number
- 1.1.12 Even number
- 1.2 The concept and problem in indices
 - 1.2.1 Meaning
 - 1.2.2 Laws of indices
 - 1.2.3 Meaning of a^0 & problems
 - 1.2.4 Meaning of a^{-m} & problems
 - 1.2.5 Meaning of $a^{p/q}$ & problems
- 1.3 The concept and problem in surds
 - 1.3.1 Meaning
 - 1.3.2 Order of a surd & problems
 - 1.3.3 Square root of a binomial surd $a+vb$ & problems
- 1.4 The concept and problem in logarithm
 - 1.4.1 Meaning
 - 1.4.2 Laws of logarithm
 - 1.4.2.1 Product rule & problems
 - 1.4.2.2 Quotient rule & problems
 - 1.4.2.3 Power rule & problems
 - 1.4.2.4 Rule for change of base & problems
 - 1.4.3 Common logarithm
- 1.5 The concept and problem in simultaneous and quadratic equations
 - 1.5.1 Simultaneous equations
 - 1.5.1.1 Method of elimination
 - 1.5.2 Quadratic equations
- 1.6 The concept and problem in arithmetic, geometric and harmonic progression
- 1.7 Arithmetic progression
 - 1.7.1 Meaning
 - 1.7.2 Formula for n^{th} term & problems
 - 1.7.3 Formula for the sum to n terms & problems
 - 1.7.4 Properties of an arithmetic progression & problems
- 1.8 Geometric progression
 - 1.8.1 Meaning
 - 1.8.2 Formula for n^{th} term & problems
 - 1.8.3 Formula for the sum to n term & problems
- 1.9 Harmonic progression
 - 1.9.1 Meaning
 - 1.9.2
 - 1.9.3 Formula for n^{th} term & problems

Unit II

2. Set Theory and Application Probability

- 2.1 Set theory
 - 2.1.1 Meaning
 - 2.1.2 Finite and infinite sets
 - 2.1.3 Description of set
 - 2.1.4 Singleton set
 - 2.1.5 Null set
 - 2.1.6 Sub set
 - 2.1.7 Equality of set
 - 2.1.8 Number of sub-sets of a set
 - 2.1.9 Disjoint set
 - 2.1.10 Universal set
 - 2.1.11 Set operations
 - 2.1.11.1 Union of sets
 - 2.1.11.2 Intersection of sets
 - 2.1.11.3 Difference of sets
 - 2.1.11.4 Complement of sets
 - 2.1.12 Venn diagram
 - 2.1.13 Laws of sets
 - 2.1.13.1 Commutative law
 - 2.1.13.2 Associative law
 - 2.1.13.3 Distributive law
 - 2.1.13.4 De Morgan's law
 - 2.1.14 Numbers of elements in set
- 2.2 Application probability
 - 2.2.1 Meaning
 - 2.2.2 Addition
 - 2.2.3 Multiplication
 - 2.2.4 Conditional probability
 - 2.2.4.1 Permutation and combination

Unit III

3. Differential Calculus

- 3.1 Limits
 - 3.1.1 Limit of a function
 - 3.1.2 Properties of limits & problems
- 3.2 Continuity
 - 3.2.1 Properties of continuous functions & problems
- 3.3 Differentiation
 - 3.3.1 Derivative of x^n
 - 3.3.2 Derivative of e^x
 - 3.3.3 Derivative of a constant
 - 3.3.4 Derivative of sum of two functions
 - 3.3.5 Product rule

- 3.3.6 Quotient rule
- 3.3.7 Functions of a function rule
- 3.3.8 Logarithm differentiation
- 3.3.9 Differentiation of implicit function
- 3.3.10 Parametric form
- 3.3.11 Higher order derivative
- 3.3.12 Application of derivative
 - 3.3.12.1 Marginal cost
 - 3.3.12.2 Marginal revenue
 - 3.3.12.3 Relation between marginal revenue and elasticity of demand

Unit IV

4. Differential Calculus & Integral Calculus

- 4.1 Maxima and minima
 - 4.1.1 Meaning
 - 4.1.2 Problems in maxima and minima
- 4.2 Integral Calculus
 - 4.2.1 Meaning
 - 4.2.2 General rules
 - 4.2.3 Method of partial fraction
 - 4.2.4 Method of when factorization is not possible
 - 4.2.5 Integration by substitution – I
 - 4.2.6 Integration by parts
 - 4.2.7 Definite integral

Unit V

5. Matrix Algebra

- 5.1 Meaning
- 5.2 Types of matrix
 - 5.2.1 Equal matrix
 - 5.2.2 Diagonal matrix
 - 5.2.3 Scalar matrix
 - 5.2.4 Unit matrix
 - 5.2.5 Null matrix
 - 5.2.6 Row matrix
 - 5.2.7 Column matrix
 - 5.2.8 Symmetric matrix
 - 5.2.9 Skew-symmetric matrix
- 5.3 Matrix operation
 - 5.3.1 Scalar multiplication
- 5.4 Addition and subtraction of matrices
- 5.5 Multiplication of two matrices

- 5.6 Transpose of matrix
- 5.7 Determinant of matrix
- 5.8 Singular and non-singular matrices
- 5.9 Input and output matrix
- 5.10 Adjoint of square matrix
- 5.11 Reciprocal matrix and inverse of matrix
- 5.12 Orthogonal matrix
- 5.13 Simultaneous linear equations

Textbook

P. R. Vittal , Business Mathematics, Margham Publications,2010.

Reference Textbook

D. Joseph Anbarasu, Business Mathematics, Learntech Press, 2010.

Theory - 20% (Section A) , Problems - 80% (Section B & C)

SEMESTER VI
COMPUTERS IN BUSINESS

Core : XI
Hours : 6

Course Code : U18CI611
Credits : 5

Course Objective

Students will be able to:

1. Describe basic concept of tally
2. Create a company, ledger and accounting voucher entries.
3. Apply the function key to edit or delete the entries
4. Generate inventory and inventory voucher
5. Create the cost centers and cost category and advanced invoicing
6. Make voucher entries of inventory and cost center
7. Generate various day books and reports with the help of key operations
8. Construct ledger under VAT system.

Unit I

1. Introduction to Tally

- 1.1 Basic concept of Tally
- 1.2 Architecture and customization of Tally
- 1.3 F11 features of Tally
- 1.4 F12 configuration of Tally
- 1.5 Tally screen and menu

Unit II

2. Ledger creation and Accounting Voucher Entries

- 2.1 Ledger creation
 - 2.1.1 Creation of company
 - 2.1.2 Group creation
 - 2.1.3 Ledger creation
 - 2.1.4 Altering and deleting company, group and ledger Accounts
- 2.2 Accounting voucher Entries
 - 2.2.1 Receipts voucher
 - 2.2.2 Payment voucher
 - 2.2.3 Purchase voucher
 - 2.2.4 Sales voucher
 - 2.2.5 Contra voucher

- 2.2.6 Journal voucher
- 2.2.7 Altering and Deleting voucher

Unit III

3. Inventory and Voucher entries

- 3.1 Creation of Inventory
 - 3.1.1 Configuration and features of stock items
 - 3.1.2 Create stock item
 - 3.1.3 Create unit of measurement
 - 3.1.4 Create stock group
 - 3.1.5 Create stock category
 - 3.1.6 Create Godown
- 3.2 Creation of inventory vouchers (without tracking no)
 - 3.2.1 Create receipt note
 - 3.2.2 Create delivery note
 - 3.2.3 Create Rejection in
 - 3.2.4 Create Rejection out
 - 3.2.5 Stock Journal
 - 3.2.6 Physical stock

Unit IV

4. Cost Centres and voucher entries and advanced invoicing

- 4.1 Cost centers and cost category
 - 4.1.1 Creation of cost centers
 - 4.1.2 Editing and deleting
 - 4.1.3 Cost centers in voucher entry
 - 4.1.4 Create Bill wise details
 - 4.1.5 Create Tracking Number
 - 4.1.6 Create Order Number
- 4.2 Advanced Invoicing
 - 4.2.1 Create receipt note
 - 4.2.2 Create delivery note
 - 4.2.3 Create Rejection in
 - 4.2.4 Create Rejection out
 - 4.2.5 Create purchase order
 - 4.2.6 Create sales order

Unit V

5. Goods and Service Tax

- 5.1 Creation of Company with GST (Goods & Service Tax)
- 5.2 Creating Master set GST

- 5.2.1 Rates
- 5.3 Creating Tax Ledgers
- 5.4 Recording, GST Purchase Entry
- 5.5 Recording GST Sales Entry
- 5.6 Invoices
- 5.7 Report

Textbook

Business Computing, Published by Department of Commerce, Edition 2012.

Reference Textbook

Tally Solution Materials

Genesis Tally Academy Material

Asok K. Nadhani - Tally ERP 9: Basic Accounts, Invoice, Inventory , BPB Publications. India, 2012

Shraddha Singh, Navneet Mehra- Tally Erp 9 (Power of Simplicity), V & S Publishers, India, 2014

SEMESTER VI
FINANCIAL SERVICES

Core : XII
Hours : 5

Course Code : U18CI612
Credits : 4

Course Objectives

The students will be able to

1. Demonstrate conceptual frame work of Financial services and Financial markets .
2. Explain the functions of stock Exchange .
3. Recognize the ratings issued by the National & Global credit agencies.
4. Examine the general guidelines of Mutual funds .
5. Discover the Concept, role and scope of Merchant banking.
6. Interpret the concepts, types, problems & prospects of hire purchase.
7. Discuss the concepts of dematerialization and rematerialization.
8. Apply the concepts and other parameters of factoring & forfeiting.

Unit I

1. Financial Services And 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

2. Credit Rating Agencies

- 2.1 Definition ,features ,advantages of credit rating system .
- 2.2 Global credit rating agencies .
- 2.3 Credit rating agencies in India –CRISIL, ICRA, CARE
- 2.4 Credit rating symbols.
- 2.5 Credit rating process and its limitations

- 2.6 SEBI guidelines regarding credit rating.
- 2.7 Future credit rating in India.

Unit III

3. Mutual Funds And Merchant Banking

- 3.1 Meaning, classification, functions, importance and risk involved in mutual funds.
- 3.2 Commercial banks and mutual funds including UTI, LIC.
- 3.3 General guidelines of mutual funds .
- 3.4 Future of mutual fund industry
- 3.5 Concept of merchant banking
- 3.6 Services rendered by merchant bankers .
- 3.7 Role played by merchant bankers in the market making process.
- 3.8 Arrangement of inter - corporate loans.
- 3.9 Scope of merchant banking in India.

Unit IV

4. Leasing And Hire Purchase

- 4.1 Concept of leasing
- 4.2 Types of lease
- 4.3 Structure of leasing industry.
- 4.4 Legal aspects of leasing.
- 4.5 Problems and prospects of leasing
- 4.6 Meaning of hire purchase.
- 4.7 Leasing vs hire purchase.
- 4.8 Problems and prospects of hire purchase in India

Unit V

5. Dematerialisation, Rematerialisation, Factoring And Forfeiting

- 5.1 Meaning of dematerialization and rematerialization.
- 5.2 Objectives, functions, merits and demerits of Dematerialization and Rematerialization.
- 5.3 Progress of demat in India .
- 5.4 Growth and functioning of NSDL and CDSL.
- 5.5 Concepts of factoring.
- 5.6 Significance and Types of Factoring .
- 5.7 Factoring mechanism.
- 5.8 Factoring services in India .
- 5.9 Define Forfeiting.
- 5.10 Factoring vs Forfeiting.
- 5.11 Problems and prospects of Forfeiting.

Textbook

Gordon & Natarajan - Financial Markets and Services, 8th edition, Himalaya Publishing House Pvt. Ltd. India, 2011

Reference Textbook

1. Kothari.C.R -"Investment Banking and Customer Service", VolIII, Arihant Publisher, 2003
2. Dr.S.Gurusamy, Essentials of Financial Services , 2nd Edition, Tata McGraw Hill, New Delhi ,2009

SEMESTER VI
STRATEGIC MANAGEMENT

Core : XIII

Course Code : U18CI613

Hours: 6

Credit : 5

Course Objectives

The students will be able to

1. Describe the integrative model that defines basic activities in strategic management
2. Demonstrate the knowledge in formulating strategies
3. Determine the procedure for formulating strategic plans
4. Analyse the competitive situation and develop competitive advantage
5. Recognise the importance of Vision, Mission and Objectives in Strategic Planning
6. Develop Competitive Strategies at Business Level
7. Categorise various functional level strategies in an organisation
8. Evaluate the strategies based on the nature of business, industry and cultural differences

Unit I Introduction to Strategic Management

- 1.1 Business Policy
- 1.2 Meaning and Nature of Strategic management
- 1.3 Business Strategy
- 1.4 Strategic Levels in Organizations
- 1.5 Strategic Management in Government and Not-for-profit organization

Unit II Dynamics of Competitive Strategy

- 2.1 Competitive Landscape
- 2.2 Strategic Analysis
- 2.3 Industry and Competitive Analysis
- 2.4 Core Competence
- 2.5 Competitive Advantage
- 2.6 Internal and External Analysis
- 2.7 SWOT Analysis

Unit III Strategic Management Process

- 3.1 Strategic Planning
- 3.2 Strategic Intent – Vision, Mission and Objectives
- 3.3 Strategy Formulation

Unit IV Corporate Level Strategies

- 4.1 Concepts and Nature of Corporate Strategy
- 4.2 Strategic Alternatives at Corporate Level
 - 4.2.1 Growth
 - 4.2.2 Stability
 - 4.2.3 Expansion
 - 4.2.4 Business Combinations – Mergers and Acquisitions
 - 4.2.5 Strategic Alliances
 - 4.2.6 Turnaround
 - 4.2.7 Retrenchment and Retreat
 - 4.2.8 Business Level Strategies
- 4.3 Competitive Strategies at Business Level
- 4.4 Michael Porter's Generic Strategies
- 4.5 Best-Cost Provider Strategy

Unit V Functional Level Strategies

- 5.1 Marketing Strategy
- 5.2 Financial Strategy
- 5.3 Operations Strategy
- 5.4. Human Resource Strategy
- 5.5 Research and Development

Text book

John A Pearce II and Richard B Robinson, Strategic Management: Formulation, Implementation and Control, 12th Edition, Tata McGrawHill, 2012

Reference Textbook

Abdul Rahman Al-Aali, Abbas Ali & Fred David, Strategic Management: Concepts and Cases, Pearson Publication

SEMESTER VI
BUSINESS VALUATION AND BUSINESS ANALYSIS

Elective : III
Hours : 6

Course Code : U18CI6:1
Credits : 5

Course Objectives:

1. To conduct valuations based on the discounted cash flow method.
2. To conduct a relative valuation for a company.
3. To know the main concepts related to managing mergers and acquisitions
4. To demonstrate a basic understanding of the fixed income securities market.
5. To Understand and be able to apply methods of valuing any type of company, using discounted cash flow models and other commonly used methods.
6. To understand the role of mergers and acquisitions in firm's strategy.
7. To Assess the company's fair market value,
8. To be able to apply common frameworks and tools related to mergers and acquisitions.

Unit I

1. Financial Models

- 1.1 Financial Models for project appraisal
- 1.2 Use of functions like Net Present Value (NPV)
- 1.3 Internal Rate of Return (IRR)
- 1.4 Forecasting techniques.

Unit II

2. Business Valuation Basics:

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

Unit III

3. 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, forms of consideration and terms of acquisitions
- 3.6 Post-merger integration process.

Unit IV

4. Fair value in Accounting Measurement:

- 4.1 Concept
- 4.2 Measurement techniques and standards
- 4.3 Challenges
- 4.4 Accounting treatment.

Unit V

5. Valuation of Intangibles:

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

Books for Reference

- 1. Paul M Healy & Krishna G Palepu, Business Analysis Valuation : Using Financial statements
- 2. Study material by the faculty

Theory 20%, Problems 80%

SEMESTER VI

Elective - III

RETAIL MANAGMENT

Corse code U18CI6:2

Hours: 6

Credits: 5

Course Objective

Students will be able to

1. Recognise the various forms of retailing business
2. Develop knowledge on store location
3. Acquire skills in practical analysis of site and trading
4. Estimate the concepts of inventory management
5. Acquire ability to manage a retail store successfully
6. Analyse critical elements of retail stores distribution management
7. Gain knowledge on the wholesaling and warehousing concept in Retailing

Unit I

1. Retailing

- 1.1 Meaning
- 1.2 Definition
- 1.3 Characteristics
- 1.4 Retailing principles
- 1.5 Retail sales objectives
- 1.6 Retailing in India
- 1.7 Across the globe
- 1.8 Emerging trends in retailing
- 1.9 Retail formats –
 - 1.9.1 Store based
 - 1.9.2 Non-store based –
 - 1.9.3. Traditional and non-traditional retailing –
 - 1.9.4 Internet retailing –
 - 1.9.5 Cyber retailing.

Unit II

2. Store Location

- 2.1 Importance
- 2.2 Selection of loyalty
- 2.3 Site analysis
- 2.4 Trading analysis
- 2.5 Demand and supply density

- 2.6 Site availability
- 2.7 Trends in store location
- 2.8 Retail marketing segmentation
- 2.9 Significance
- 2.10 Market segmentation process
- 2.11 Key retail segments.

Unit III

3. Inventory

- 3.1 Reasons for holding inventory
- 3.2 Methods of inventory control
- 3.3 Selective inventory management
- 3.4 EOQ model
- 3.5 ABC analysis-VED analysis- FSN analysis - HML analysis
- 3.6 Inventory costs
- 3.7 Material handling
- 3.8 Latest development in inventory management.

Unit IV

4. Retail Store Operations

- 4.1 Elements of retail store operations
- 4.2 Management of retail store
- 4.3 The role of centralized retailer
- 4.4 An integrated retailing approach
- 4.5 Operations master schedule
- 4.6 Store maintenance
- 4.7 Energy management
- 4.8 Retailing success tips.

Unit V

5. Distribution management

- 5.1 Distribution channel
- 5.2 Functions of a distribution channel
- 5.3 Channel levels
- 5.4 Elements of physical distribution
- 5.5 Wholesaling
 - 5.5.1 Classification and characteristics
- 5.6 Warehousing
 - 5.6.1 Need
 - 5.6.2 Benefits
 - 5.6.3 Functions
 - 5.6.4 Features
 - 5.6.5 Classifications

Textbook

Dr.Harjit Singh, Retail Management - A Global Perspective, Text and Cases, S.Chand& Company Ltd., New Delhi, 2014

Reference Textbook

1. Gibson G Vedamani, Retail Management:- Functional Principles and Practices, Jaico Publishing House, New Delhi, 2011
2. GouravGhosal, Retail Management, Maxford Books PublishingHouse, New Delhi, 2010
3. Dr. L. Natarajan, Retail Management, Margham Publications, Chennai,2016