



Progressive Education Society's

**Modern College Of Arts, Science and
Commerce, Ganeshkhind, Pune – 411 016
(Autonomous)**

Syllabus for
M. COM. Part I

Introduction:

M.Com started in the academic year 2000-2001. The course is revised from 2022-23.

The course for regular students and having CBCS pattern. We offer two special courses named as Advanced Accountancy, Auditing and Taxation and Business Administration. The M. Com (Semester pattern with Credit System) degree Program shall be of 2 years' duration divided into two parts, Part I and Part II, and 4 semesters.

The M.Com. Course will be of Two Years duration consisting of two part.

I.e. Part I and Part II. Each part is having Two Semesters. Thus, the M.Com.

Course is of Four Semesters. For each Semester, there will be Four Papers of 100 marks each. M.Com. Degree will be of 1600 marks in aggregate.

Programme Objectives:

- a. To equip and train Post Graduate students to accept the challenges of business world by providing opportunities for study and analysis of advanced commercial and business methods and processes.
- b. To develop independent logical thinking and facilitate personality development.
- c. To equip the students to seek suitable careers in management and entrepreneurship.
- d. To acquaint students with significance of research in business.
- e. To impart skills regarding methods of data collection and their interpretations.
- f. To develop communication and analytical skills among students.

Programme Specific Outcomes (PSOs):

Group A: Advanced Accountancy, Taxation and Auditing

PSO1: Students acquires knowledge of techniques, methods systems of accountancy, Auditing and taxation.

PSO2: Students gets the knowledge of accounting standards and its application.

PSO3: Develops the ability to solve the problems related to company accounts in various situations.

PSO4: Students understands the GST application and monitoring mechanism.

Group F: Business Administration

PSO1: Students apply the knowledge of thinking critically to solve the business problems.

PSO2: Students understands the professional values and ethics of business.

PSO3: Students demonstrate an understanding of factors affecting on business.

Examination Pattern:

The examination of regular students of M.Com. degree course of the University of Pune admitted in the academic session 2019-20 and after shall be based on: (a) Semester Examination (b) Continuous Assessment (c) Choice Based Credit System, and (d) Semester Grade Point Average and Cumulative Grade Point Average System

For each paper of 100 marks, there will be an Internal Assessment (1A) of 40 marks and the University Examination (UE) of 60 marks/ 3 hours duration at the end of each semester. A candidate who will secure at least 40% marks allotted to each paper will be given 4 credits. A candidate who does not pass the examination in any subject or subjects in one semester will be permitted to appear in such failed subject or subjects along with the papers of following semesters.

The Internal Assessment for each paper will be 40 marks, which will be carried out by the department during the term. The Internal Assessment may be in the forms of written test, seminars, term papers, presentations, assignments, orals or any such others.

There shall be four semester examinations: first semester examination at the middle of the first academic year and the second semester examination at the end of the first academic year. Similarly, the third and fourth semester examinations shall be held at the middle and the end of the second academic year, respectively.

The candidates shall be permitted to proceed from the first semester up to final semester irrespective of their failure in any of the semester examinations subject to the condition that the candidates should register for all the arrear subjects of earlier semesters along with current (Subsequent) semester subjects.

Suggested internal assessment tools for courses:

The concerned teacher shall announce the units for which internal assessment will take place. A teacher may choose one of the methods given below for the assessment.

1. Library notes
2. Students Seminar
3. Short Quizzes / MCQ Test
4. Home Assignments
5. Tutorials/ Practical
6. Oral test
7. Research Project

8. Group Discussion
9. Open Book Test
10. Study Tour
11. Written Test
12. PPT presentation
13. Field Visit
14. Industrial Visit
15. Viva

Teaching Methodology:

1. Classroom Teaching
2. Guest Lectures
3. Group Discussions
4. Surveys
5. Power Point Presentations
6. Visit to Institutions / Industries
7. Research Papers & Projects
8. E-content

Subject List

SEMESTER III

Sr. No.	Subject Type	Subject Code & Title	Credits			Total No. of Lectures
			Theory	Practical	Total	
1	Compulsory	22-COM111 Management Accounting	4		16	45
2	Compulsory	22-COM112 Strategic Management	4			45
3	Elective Group A	22-COM113(a) Advanced Accounting	4			45
4	Elective Group A	23-COM113(b) Income Tax	4			45
5	Elective Group F	22-COM114(a) Production and Operation Management	4			45
6	Elective Group F	22-COM114(b) Financial Management	4			45

SEMESTER IV

Sr. No.	Subject Type	Subject Code & Title	Credits			Total No. of Lectures
			Theory	Practical	Total	
1	Compulsory	22-COM121 Financial Analysis and Control System	4		16	45
2	Compulsory	22-COM122 Industrial Economics	4			45
3	Elective Group A	22-COM123(a) Special Areas in Accounting	4			45
4	Elective Group A	22-COM123(b) Business Tax Assessment and Planning	4			45
5	Elective Group F	22-COM124(a) Business Ethics and Professional Values	4			45
6	Elective Group F	22-COM124(b) Elements of Knowledge Management	4			45

Semester I

Subject Code: 22-COM111

Subject: Management Accounting

Total Lectures=45

Unit No.	Unit Title	Contents	Purpose Skills to be developed
1	Fundamentals of Management Accounting	<ol style="list-style-type: none">1. Meaning, Definition, Importance of Management Accounting2. Limitations of Conventional Financial Accounting3. Distinction between Management Accounting and Financial Accounting4. Emergence of Management Accounting and Cost Accounting5. Advantages of Management Accounting and Cost Accounting6. Distinction between Management Accounting and Cost Accounting7. Management Accounting as a decision making tool	<ul style="list-style-type: none">• To understand the concept of Financial Accounting and its limitations, emergence of Management Accounting and Cost Accounting, its advantages and distinction between Management Accounting and Cost Accounting.
2	Working Capital Management	<ol style="list-style-type: none">1. Concept and definition of working capital,2. Determination of Working capital, Assessment of Working3. Capital needs - Study of components of working capital such as cash management4. Accounts Receivable Management and Inventory management.	To understand the concept of Working Capital Management, determination of working capital, components of working capital and accounts receivable and inventory management.
3	Budgets as a tool for Decision Making	<ol style="list-style-type: none">1. Budget Manual2. Budget Committee and Budgetary Control3. Preparation of Budget4. Master Budget5. Purchase and Sales Budgets6. Fixed and Flexible Budget7. Cash Budget	To understand the concept of budget and budgetary control, types of budgets and preparation of functional budgets in an organization.

4	Application of Management Accounting Techniques	<ol style="list-style-type: none"> 1. Marginal Costing and Cost-Volume Profit (CVP) Analysis, Key Factors 2. Decision Making through Managerial Cost Accounting (Make or Buy Decision) Purchasing and Leasing 3. Techniques and Managerial Cost Accounting 4. Standardization of Accounting System <ol style="list-style-type: none"> a. Fixed and Variable Cost Analysis b. Application of Fixed and Variable Cost Analysis technique in decision making process 	To understand the concept of Marginal Costing, its applications, different techniques of managerial cost accounting and Fixed and Variable Cost Analysis in decision making process.
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Reference Book

1. Management Accounting, P.C. Tulsian, Tata McGraw Hill Publishing Company, New Delhi
2. Management Accounting, A.Mukharji & M. Hanif Tata McGraw Hill Publishing Company, New Delhi
3. Management Accounting, S. N. Maheshwari & S.K. Maheshawari, Vikas Publishing House Pvt. Ltd. New Delhi
4. Advanced Accounting, M. C. Shukla & S.P. Gerwal, S. Chand and Co. Ltd.,New Delhi
5. Advanced Accountancy, S.P. Jain & K.N. Narang Kalyani Publishers, New Delhi

Subject Code: 22-COM112

Subject: Strategic Management

Total Lectures= 45

UNIT	TITLE & CONTENTS	NO. OF LECTURES
1	<p>STRATEGIC MANAGEMENT, STRATEGY FORMULATION AND ANALYSIS</p> <p>1.1 Strategic Management</p> <ul style="list-style-type: none">1.1.1 Concept of Strategic Management1.1.2 Meaning and Definition of Strategic Management1.1.3 Process of Strategic Management1.1.4 Level of Strategies – Corporate, Business & Operational <p>1.2 Formulation of Strategy</p> <ul style="list-style-type: none">1.2.1 Companies goals, Mission, Vision – Need1.2.2 Characteristics and Objectives <p>1.3 Analysis of Strategy</p> <ul style="list-style-type: none">1.3.1 Analysis of Business Environment1.3.2 External Environment factors1.3.3 Internal Analysis	20
	<ul style="list-style-type: none">1.3.4 Value Chain Analysis1.3.5 SWOC Analysis1.3.6 BCG Matrix	

2	<p>STRATEGIC PLANNING</p> <p>2.1 Strategic Planning</p> <p> 2.1.1 Meaning of Strategic Planning</p> <p> 2.1.2 Concept of Strategic Planning</p> <p> 2.1.3 Steps in Strategic Planning</p> <p> 2.1.4 Advantages & Disadvantages of Strategic Planning</p> <p> 2.1.5 Strategic Evaluation</p>	10
3	<p>FUNCTIONAL STRATEGY</p> <p>3.1 Marketing Strategy</p> <p> 3.1.1 Nature of Marketing Strategy</p> <p> 3.1.2 Significance of Marketing Strategy</p> <p> 3.1.3 Formulating of Marketing Strategy</p> <p>3.2 Production Strategy</p> <p> 3.2.1 Need of Production Strategy</p> <p> 3.2.2 Formulation of Production of Strategy for an Organisation</p> <p>3.3 R & D Strategy</p> <p> 3.3.1 Need of R & D Strategy</p> <p> 3.3.2 Formulation of R & D Strategy</p> <p>3.4 HR Strategy</p> <p> 3.4.1 Acquisition of Human Resources</p> <p> 3.4.2 Motivation & Maintenance of HR</p> <p>3.5 Financial Strategy</p> <p> 3.5.1 Need of Financial Strategy</p> <p> 3.5.2 Financial Objectives</p> <p> 3.5.3 Making Strategic Financial Decisions</p>	12

4	<p>EMERGING TRENDS IN STRATEGIC MANAGEMENT</p> <p>4.1 Introduction To Emerging Strategic Trends</p> <p style="padding-left: 40px;">4.1.1 Process in Start-ups</p> <p style="padding-left: 40px;">4.1.2 Challenges for Start-ups</p> <p>4.2 Blue Ocean Strategy</p> <p style="padding-left: 40px;">4.2.1 Concept of Blue Ocean & Red Ocean</p> <p style="padding-left: 40px;">4.2.2 Principles of Blue Ocean Strategy</p>	06
	TOTAL	48

Reference Books

- 1 Strategic Management : the Indian Context R. Srivivasan
- 2 Strategic Management, Dinesh Madan
- 3 Introduction to Strategic Management, Dr. Arun Ingale, Success Publications.
- 5 Strategic Management, Fred R. David, Forest R. David
- 6 Blue Ocean Strategy : How to Create Uncontested Market Space W. Chan Kim & Renee Mauborgne

Subject Code: 22-COM113(a)

Subject: Advanced Accounting

Total Lectures=45

Unit No.	Unit Title	Contents	Total Lectures
1	Basic Concepts:	Conceptual framework of Accounting - Accounting environment - Concept of accounting theory - Role of accounting theory - Classification of accounting theory - Approaches to accounting theory - Accounting Standards - Generally Accepted Accounting Principles - Selection of Accounting Principles - Professional Development of Accounting in India. Introduction to IFRS & IND-AS.	10
2	Consolidated Financial Statement s:	Consolidated Accounts of Holding and two Consolidated Profit & Loss Accounts - subsidiary Companies Consolidation - Inter Company transactions - Issue of Bonus Shares - Revaluation of Fixed Assets - Debentures and Preference Shares of subsidiary Company- Dividend - (Holding company with two subsidiaries Only to be studied). AS.21.	18
3.	Liquidation of Company:	Preparation of Statement of affairs including deficiency /surplus account.	10
4.	Valuation of Shares And Goodwill:	A. Valuation of Shares - Need for valuation - Methods of valuation of shares- Net Assets method, Dividend yield method, Earning yield method, Return on Capital method, Price/Earning method and Fair value method & DCF Method (Discounted Cash Flow Method). B. Valuation of Goodwill - Need for valuation - Methods of valuing Goodwill - Number of Years purchase of average profits method, Capitalization method - Annuity method - Superprofits method.	10
		Total Lectures	48

Reference books:

1. Advanced Accounts, Shukla and Grewal, S. Chand & Co Ltd. New Delhi
2. Advanced Accounts, Jain and Narang, Kalyani Publishers, Ludhiana
3. Accountancy, Volume-I and II Sr. K. Paul, New Central Book Agency, Kolkata
4. Accounting Theory, Dr. L. S. Porwal, Tata McGraw Hill
5. Accounting Text & Cases Robert Anthony, D.F.Hawkins & K.A. Merchant Tata McGraw Hill

Subject Code: 22-COM113(b)

Subject: Income Tax

Total Lectures= 45

UNIT	TITLE AND CONTENTS	NO. OF LECTURES
1	<p>TAX SYSTEM IN INDIA</p> <p>PART A</p> <p>1.1 History of Income Tax in India</p> <p>1.2 Meaning of Direct & Indirect Taxes</p> <p>1.3 Types of Taxes</p> <p>1.4 Fundamental Concepts and Definitions under Income Tax Act, 1961</p> <p>1.5 Basis of Charge</p> <p>1.6 Residential Status and Scope of Total Income</p> <p>1.7 Income Exempt from Tax</p> <p>1.8 Capital & Revenue</p>	08
2	<p>HEADS OF INCOME</p> <p>2.1 Income from Salary</p> <p>2.2 Income from House Property</p> <p>2.3 Income from Business & Profession</p> <p>2.4 Income from Capital Gains</p> <p>2.5 Income from other Sources</p>	16
3	<p>DEDUCTIONS</p> <p>3.1 Permissible deduction U/S 80C to 80U of Income Tax Act</p> <p>3.2 Rebate U/s 87A</p> <p>3.3 Relief U/s 89</p> <p>3.4 Salary TDS</p>	12

4	COMPUTATION OF GROSS TOTAL INCOME AND ASSESSMENT OF COMPANIES 4.1 Computation of Total Taxable Income of an Individual 4.2 Computation of Total Taxable Income of HUF 4.3 Assessments of Companies	12
	Total	48

Reference Book

- 1 Income Tax T. N. Manoharan
- 2 Students Guide To Income Tax (University Edition) Vinod K Singhania Taxmann,2019
- 3 Self-Preparation and Filing of Income Tax Returns Kindle Edition
- 4 Bare Income Tax Act, 1961 amended by Finance Act 2019 Taxmann
- 5 Direct Taxes, Law and Practice Dr. Vinod Singhania Taxman Publication

Subject Code: 22-COM114(a)

Subject: Production and Operation Management

Total Lectures=45

Unit No.	Unit Title	Contents	Purpose Skills to be developed
1	Fundamentals of Production and Operation Management	<p>a. <u>Production and Operation Management</u> : Meaning ,importance , Functions , Types of Production Systems – Mass Production /FlowLine , Continuous, Intermittent , Batch Production , Job Lots etc.</p> <p>b. Service Systems – Recent trends in productionand service systems</p> <p>c. Plant Layout – Objectives , basic principles andtypes</p> <p>d. Safety Considerations and environmental Aspects</p>	<ul style="list-style-type: none">• Acquaint the students knowledge about Production and Operation Management.• Recognize the inherent conflict of interest inmany business decisions relating to safety consideration and environmental aspects.
2	Supply Chain Management and Career Opportunities in Supply Chain Management	<p>a. Supply chain Management : Introduction , Scope, Components, Process of Supply ChainManagement.</p> <p>b. Tools and Techniques of Supply Chain Management , Performance Measurement andimplementation.</p> <p>c. Career opportunities in Supply Chain Management</p>	<ul style="list-style-type: none">• Understanding the scope and Process of Supply Chain Management• Knowledge on various career opportunitiesin
3	Production Planning, Control and Product Design	<p>a. Production Planning : Meaning , Objectives , Importance and its components</p> <p>b. Production Control : Meaning , Objectives, Significance and factors affecting ProductionControl.</p> <p>c. Product Design and Development – Concept ,Process and factors affecting product development</p> <p>d. Product Design – Meaning, determining the characteristics of good design, Factor responsible for product development</p>	<ul style="list-style-type: none">• Acquaint the students with knowledge of Production Planning and Control.• Motivate the students to develop and innovate ideas for Product Design and Development

4	Total Quality Management and Emerging Issues	<ul style="list-style-type: none"> a. Total Quality Management – Meaning , Dimensions , Objectives and importance b. Basic concept of ISO 9000 to ISO -4000 c. Emerging Issues in Production and Operations Management – <ul style="list-style-type: none"> i. Atomization of Operational Processes ii. Outsourcing iii. Waste Management iv. Six Sigma and Lean Management v. Industry 4.0 	<ul style="list-style-type: none"> • Recognize the importance of Total Quality Management • Identification of emerging issues in Production and operation Management
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Reference books:

- 1 A Textbook of Human Resource Management, C.B. Matoria, S.V. Gankar
- 2 Personnel Management, Edwin B. Flippo, MacMillan India
- 3 Human Resource and Personnel Management: Text and Cases, K. Ashwathappa
- 4 Human Resource Management, V.S.P. Rao
- 5 Managing Human Resources, Arun Monappa, MacMillan India, 1997
- 6 Human Resource Management, Ivancevich, J.M. Tata McGraw Hill

Subject Code: 22-COM114(b)

Subject: Financial Management

Total Lectures=45

Unit No.	Unit Title	Contents
1	Introduction	Meaning and objectives and Scope of Financial Management , Functions of Financial Manager Financial systems in India – RBI , SEBI., NBFC New trends in Financial Management
2	Financial Statements & Financial Analysis	Concept of Financial Statements – Income and Balance Statements Financial Analysis – Types and Techniques
3	Investment Decisions	Capital Expenditure, Capital Budgeting, techniques of Capital Budgeting. Investment Decision Methods – Payback , Net Present Value , A.R.R and I.R.R Capital Structure, Undercapitalisation, Overcapitalization
4	Working Capital & Credit Management	Meaning and Nature of Working Capital and Factors affecting Working Capital Formulation of Credit Policy , Collection Policy , Accounts Receivable Management, Factoring and Lease Financing

Reference Books:

1. Financial Management – By M.Y.Khan and P.K. Jain (Tata Mcgraw Hill)
2. Financial Management – By I.M.Pandey (Vikas Publishing House)
3. Financial Management – By Prasanna Chnadra (Tata Mcgraw Hill)
4. Financial Management – By P.V. Kulkarni (Himalaya Publishing House)
5. Financial Management – By Prasanna Chnadra (Tata Mcgraw Hill)
6. The Indian Financial System – By Bharati Pathak (Dorling Kindersley Pvt. Ltd.)
7. Financial Policy and Management Accountant – By Bhabatosh Banerjee(PHI Learning Pvt. Ltd.)
8. Introduction to Lease Financing – By Rajas Parchure , N. Ashok(Time Research Foundation)
9. Credit Management – By Herbert Edwards (Coles Publishing Co. Ltd.)
10. Financial Management – Dr. Parag Kalkar, Success Publications.

Semester II

Subject Code: 22-COM121

Subject: Financial Analysis and Control System

Total Lectures=45

Unit No.	Unit Title	Contents	Purpose Skills to be developed
1	Fundamentals of financial analysis and control	Meaning of financial analysis and control, importance, advantages limitations& uses, Methods of Financial Statement Analysis	Understanding basics of financial analysis.
2	Comparative statement Analysis	Meaning, Importance, Advantages, Limitations, Uses, Problems on Intra & Inter Company Comparison	To gain knowledge of practically comparing financial results of different years and different companies.
3	Ratio analysis and trend analysis	Meaning,, importance, advantages, limitations, uses, Problems on Ratio analysis and Trend analysis	To understand the importance of cash liquidity in an organization. To understand the computation of cash and fund flows under operating, investing and financing categories.
4	Cash flow and fund flow statements	Meaning,, importance, advantages limitations, uses, Problems on Cash flow and fund flow statements	To develop the skill of appropriate use of different ratios to evaluate the financial performance of entities.

Reference Book

1. Ravi Kishore Advanced Management Accounting Taxman New Delhi
2. Ravi M. Kishore Management Accounting & Financial Analysis Taxman New Delhi
3. Dr.Jawahar Lal Dr. Sucheta Guaba Financial Reporting and Analysis Himalaya Publication House New Delhi
4. P Perm Chand and Madna Mohan Financial Accounting and Analysis Himalaya Publishing Mumbai
5. M.Y.Khan&P.K.Jain Management Accounting & Financial Analysis (Tata McGraw hill) New Delhi
6. Advanced Accounting Dr. Sadashiv Sirgave Success Publications Pune

Subject Code: 22-COM122

Subject: Industrial Economics

Total Lectures=45

Unit No.	Unit Title	Contents	Purpose skills to be developed
1	Introduction and Concepts	Meaning, Nature, Scope, Need and Significance of Industrial Economics Industrial Combinations- causes, mergers and amalgamations, industrial monopoly-control of monopolies Sellers' Concentration, Economies of Scale Product Pricing – theories and evidence	<ul style="list-style-type: none">• To give students an overview of industrial economics• To make the students know about the concepts used in industrial economics Skills : Analytical skills, writing skills
2	Industrial Location	Factors Affecting Location of Industries Theories of Industrial Location- Alfred Weber's theory, Sargent Florence Theory 2.3 Industrial Imbalance –Need for balanced regional industrial development-Causes and Measures of Industrial imbalance	<ul style="list-style-type: none">• To make the students understand the theories of industrial location• To impart knowledge about industrial imbalance in India Skills: Problem solving skills, ability to
		2.4 Regional Industrial Imbalance in India – Extent and Government Policy Measures for Balanced Regional Industrial Development	
3	Industrial Productivity, Efficiency and Size of Firm	Industrial Productivity and Efficiency- Meaning, Norm, Tools and measurement of Industrial Productivity and Efficiency Factors Affecting Industrial Productivity and Efficiency Industrial Productivity in India Causes of Low Industrial Productivity Remedial measures by the government to improve industrial productivity Size of Firm- Determinants of Size of Firm Optimum Size of Firm- Meaning and its Determinants	<ul style="list-style-type: none">• To help the students know about industrial productivity and efficiency• To know about industrial productivity, size of firms etc. Skills: Understand complex theories and concepts, writing skills, mathematical aptitude

4	Industrial Finance and Indian Industrial Growth	<p>1 Meaning, Scope, Importance of Industrial Finance</p> <p>Sources of Industrial Finance- private, public and cooperative sector, shares, debentures, bonds, deposits, loans etc.</p> <p>Foreign Capital- need, government's policy, direct investment, foreign institutional investment,</p>	<ul style="list-style-type: none"> • To impart knowledge about industrial finance and its sources • To help the students understand problems of small and micro industries in India <p>Skills: Critical thinking, analytical thinking, writing skills</p>
		<p>Form of Foreign Capital : Euro issues, GDR, ADR, External commercial borrowings</p> <p>Industrial policy : Trends in Industrial Growth since 1991</p> <p>Performance and Problems of Micro, Small, Medium Enterprises</p>	

Reference Books :

1. Business Environment, Francis Cherunilam, Himalaya Publishing House Pvt. Ltd., Mumbai
2. Economics of Environment, Garg M. R., RBSA Publishers, Jaipur
3. Environmental Economics, Singh G. N. Singh G. N. Mittal Publications, New Delhi
4. Industrial Growth in India, Ahluwalia J. J., Oxford University Press, New Delhi
5. Industrial Economics in India, Desai B., Himalaya Publishing House Pvt. Ltd., Mumbai
6. Industrial Economics, Birthwal R. R., Wiley Eastern Ltd., New Delhi
7. Environmental Economics: Theory & Applications., Singh & Shishodia, Sage Publication, New Delhi
8. Economics of Environment of Business (with case studies), Puri V. K., Mishra S. K., Himalaya Publishing House Pvt. Ltd., Mumbai
9. Indian Economy Its Growing Dimensions., Dhar P. K., Kalyani Publishers, New Delhi
10. Datt & Sundharam's Indian Economy, Gaurav Datt & Ashwini Mahajan, S. Chand & Company Ltd., New Delhi
11. Industrial Economics, Singh A & A.N. Sadhu, Himalaya Publishing House Pvt. Ltd., Bombay
12. Indian Economy- Its Development Experience., Puri V. K., Mishra S. K., Himalaya Publishing House Pvt. Ltd., Mumbai
13. Indian Economy, Tandon B. B., Tandon K. K., McGraw Hill Publishing Company Ltd., New Delhi
14. Indian Economy: Problems of Development & Planning., Agrawal A. N., New Age International, New Delhi
15. India's Economic Policies., Jalan B., Viking, New Delhi
16. Industrial Economics – Indian Perspective, Francis Cherunilam, Himalaya Publishing House.

Subject Code: 22-COM123(a)

Subject: Specialised Areas in Accounting

Total Lectures=45

UNIT	TITLE AND CONTENTS	NO. OF LECTURES
1.	<p>INTRODUCTION TO IFRS AND ACCOUNTS & RECORDS UNDER GST</p> <p>PAR A</p> <p>1.1.Introduction to IFRS-1 First-time Adoption of International Financial Reporting Standards IFRS-2 Share Based Payment IFRS-3 Business Combinations IFRS-4 Insurance Contracts IFRS-5 Non-current Assets Held for Sale and Discontinued Operations IFRS-6 Exploration for and Evaluation of Mineral Resources</p> <p>PART B</p> <p>1.2 Accounts & Records 1.3 Compulsorily Audit</p>	8
2.	<p>CONSOLIDATED FINANCIAL STATEMENTS</p> <p>2.1 Consolidated Accounts of Holding and two Consolidated Profit & Loss Accounts subsidiary Companies</p> <p>2.2 Consolidation Inter Company transactions Issue of Bonus Shares</p> <p>2.3 Revaluation of Fixed Assets</p> <p>2.4 Debentures and Preference Shares of subsidiary Company Dividend</p> <p>(Holding company with two subsidiaries Only to be studied). AS.21.</p>	14

3.	<p>ACCOUNTING FOR INTERNAL RESTRUCTURING</p> <p>3.1 Concept of Internal Reconstruction</p> <p>3.2 Preparation of Scheme of Internal Reconstruction</p>	12
4.	<p>SERVICE SECTOR ACCOUNTING</p> <p>4.1 Hotel Accounting</p> <p> 4.1.1 Introduction</p> <p> 4.1.2 Visitor's Ledger</p> <p>4.2 Hospital Accounting</p> <p> 4.2.1 Introduction</p> <p> 4.2.2 Capital and Revenue Expenditure</p> <p> 4.2.3 OPD & IPD Register</p> <p>4.3 Transport Undertaking</p> <p> 4.3.1 Introduction</p> <p> 4.3.2 Preparation of Final Accounts</p> <p> 4.3.3 Accounting of Roadways – Preparation of Final Accounts</p> <p> 4.3.4 Log Book</p> <p>4.4 Fund Based Accounting</p> <p> 4.4.1 Introduction</p> <p> 4.4.2 Special Features of Accounting for Educational Institutions</p> <p> 4.4.3 Accounting for Governments Grants as per Guidance Notes Issued by the ICAI</p>	14
	Total	48

Reference Books:

- 1 Journal of Accounting & Finance, Accounting Research Foundation, Jaipur
- 2 Journal of Indian Accounting Association, Indian Accounting Association, Jaipur
- 3 Management Accountant, ICWA, Kolkatta
- 4 The Chartered Accountant, The ICAI, New Delhi
- 5 The Accounting World, The ICFAI University Press, Dehradun

Subject Code: 22-COM123(b)

Subject: Business Tax Assessment and Planning

Total Lectures= 45

UNIT	TITLE AND CONTENTS	NO. OF LECTURES
1	<p>TAX PLANNING</p> <p>1.1 Concept of Tax Planning and Management</p> <p>1.2 Need of Tax Planning and Management</p> <p>1.3 Objectives of Tax Planning and Management</p> <p>1.4 Limitations of Tax Planning and Management</p> <p>1.5 Types of Tax Planning and Management</p> <p> 1.5.1 Short Term</p> <p> 1.5.2 Long Term</p> <p> 1.5.3 Permissive</p> <p> 1.5.4 Purposive</p> <p>1.6 Difference Between Tax Exemption, Tax Evasion and Tax Avoidance (Theory)</p>	14
2	<p>ASSESSMENTS OF VARIOUS ENTITIES</p> <p>2.1 Assessments of Partnership Firms including LLP</p> <p>2.2 Assessments of Co-Operative Societies.</p> <p>2.3 Assessments of Charitable Trusts</p> <p>(Theory and Problems)</p>	10

3	<p>MISCELLANEOUS</p> <p>3.1.Deduction and Collection of Tax at Source</p> <p>3.2.Advance Payment of Tax - Interest Payable and receivable</p> <p>3.3.Conceptual Study of Tax Planning and Management</p> <p>3.4.Types of return, Procedure of filling return</p> <p>3.5.Types of assessment, procedure for assessment</p> <p>3.6.Income Tax authorities and their Powers</p> <p>3.7.Provision for Appeals and Revision</p> <p>3.8.Provisions for Penalties, Offenses and Prosecutions</p>	18
4	<p>GOODS AND SERVICE TAX</p> <p>4.1 Meaning of GST</p> <p>4.2 Evaluation of GST</p> <p>4.3 Types of GST – CGST, SGST/UTGST, IGST</p> <p>4.4 Procedure for Registration under GST</p> <p> 4.4.1 Persons Liable for Registration</p> <p> 4.4.2 Compulsory and Deemed Registration</p> <p> 4.4.3 Cancellation of Registration</p> <p> 4.4.4 GST Returns</p>	06
	Total	48

Reference Books

- 1 Income Tax T. N. Manoharan
- 2 Students Guide To Income Tax (University Edition) Vinod K Singhania Taxmann
- 3 Self-Preparation and Filing of Income Tax Returns Kindle Edition
- 4 Bare Income Tax Act, 1961 amended by Finance Act 2019 Taxmann

Subject Code: 22-COM124(a)

Subject : Business Ethics and Professional Values

Total Lectures= 45

Unit No.	Unit Title	Contents	Purpose Skills to be developed
1	Business Ethics, Social Ethics and Professional Values	<ul style="list-style-type: none">a. Business Ethics – Introduction, Meaning, Scope , Principles , importance , Code of Ethics and Theoriesb. Professional Values – Meaning , Significance , Scope and Human Valuesc. Importance of Human Values, Guidelines of Socio Ethical System at General Level, Meaning of Social Ethics, Issues related to Socio Ethics Factors affecting Social Ethics.d. Ethical Decision Making – Meaning, determinants, process of ethical decision making	<ul style="list-style-type: none">1. Understanding Knowledge of established methodologies of solving ethical problems2. Recognizing significance of Professional Values
2	Corporate Social Responsibility and Corporate Governance	<ul style="list-style-type: none">a. CSR – Introduction , advantages , scope for CSR in India ,Legal provisions for CSR, Forms of CSR and Indian Corporationsb. Corporate Governance – concept Objectives , features , advantages , code whistle blowing , types arguments and justificationc. Value Based Management – meaning, benefits and methods =, Vedic Management for business ethics	<ul style="list-style-type: none">1. Knowing CSR and its scope and forms2. Analysis of Corporate Governance and Value Based Management
3	Indian Ethical Practices	<ul style="list-style-type: none">a. Indian Ethical Practices Financeb. Indian Ethical Practices Marketingc. Indian Ethical Practices Information Technologyd. Ethics at work placee. Indian Ethical Practices HRMf. Copy rights and Patents	Recognizing the unethical issues in Finance , Marketing , IT , HRM and at workplace

4	Emerging issues in Business Ethics and Environmental issues	<p>a. Ethics in Environment – environmental crisis , issues relating to environmental degradation , natural resources depletion and pollution</p> <p>b. Sustainable Development – Meaning, Principles. Goals of Sustainable Development, Strategy to achieve Sustainable development</p>	<p>1. Recognizing environmental issues and its impact on Business</p> <p>2. Achieving Sustainable Development</p>
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Reference Books :

1. Ethics in Management – By S.S.Sherlekar (Himalaya Publication)
2. Business Ethics and Corporate Governance – By S.S.Khanka(S.Chand Publication)
3. Business Ethics and Corporate Governance – By S.K.Bhatia (Deep and Deep sons)
4. Management by Values – By S.K.Chakraborti(Oxford University Press)
5. E- Commerce – A study in Business Etics – By Rituparna Raj (Himalaya Publication).
6. E- Commerce and It's Applications – By Dr. U.S. Pandey , Rahul Srivastava and Saurabh Shukla.(S.Chand Publication)

Subject Code : 22-COM124(b)

Subject: Elements of Knowledge Management

Total Lectures= 45

Unit No.	Unit Title	Contents
1	Introduction to Knowledge Management	a. Knowledge Management - Concept , Meaning , Definition , Nature and Relevance of it in today's Business world. b. Knowledge Management Process c. Approaches to Knowledge Management d. Difference between information and knowledge e. Recent Trends in Knowledge Management
2	Tools and Techniques of Knowledge Management	a Concept , Meaning , Types of Knowledge sharing b System of Presenting Knowledge c Role of Knowledge Management in Management of Change d. Measurement of Knowledge e. Role of a Leader in Knowledge Management
3	Cross Functional areas and Knowledge	a. Finance and Knowledge Management b. Marketing and Knowledge Management c. E- Commerce and Knowledge Management d. CRM and Knowledge Management e. Human Resource and Knowledge Management
4	Knowledge Strategies	a. Meaning , Nature , Scope and knowledge strategy creation b. Using Knowledge Management to safeguard Intellectual Property c. Knowledge Audit & Gap Analysis d. Knowledge engineering for IT based services e. Future Prospects of Knowledge Intensive Business Services and its impact on the economy f. Learning Organisations

Reference Books

- 1 Knowledge Management – By Elias and Hassan Gazai (Pearson Publication)
- 2 E-World Emerging Education Pvt. Ltd. – By Arpita Gopal and Chandranil Singh
- 3 Knowledge Management Toolkit – By AmritTiwan
- 4 Knowledge Management Field Work – By Bukowitz W. R. and Williams R. I.
- 5 Building the Knowledge Management Network – By Egaallo C.F.
- 6 Change Management for Competitive Success – By Pettigrwe A., Whipp R.,(Infinity Books)