

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com.
(Semester -V)
Advanced Accounting & Auditing - Paper-V
(Principles of Auditing)
Course Code - CE 520 A (1)
(Syllabus effective from Academic Year 2019-20)

Objective:

This course aims at imparting knowledge about the principles and methods of auditing and their applications.

Unit	Course Contents	Weightage
1	<u>Introduction:</u> 1.1 Meaning and Objectives of Auditing 1.2 Types of Audit 1.3 Internal Audit	25%
3	<u>Audit Process:</u> 2.1 Audit Program 2.2 Audit and Books 2.3 Working Papers and Evidences 2.4 Consideration for commencing an audit 2.5 Routine checking and test checking.	25%
3	<u>Internal Check System:</u> 3.1 Internal Control	20%
4	<u>Audit Procedure</u> 4.1 Vouching 4.2 Verification and Valuation of assets and liabilities	30%

Note:

- Case law in Auditing is not expected. However Principles enunciated in such case law is expected to be covered without specific reference to individual case.
- Marks for Advanced Accounting & Auditing Paper V & VI to be considered in a group.

Suggested Reading

1. Gupta Kamal: Contemporary Auditing; Tata McGraw-Hill, New Delhi
2. Tandon B.N.: Principles and Practice of Auditing;-S. Chand&Co, New Delhi.

3. PagareDinkar: Principles and Practice of Auditing;-Sultan-Chand&Co,New Delhi
4. Sharma T.R.: Auditing Principles and Problems; SahityaBhawan, Agra.
5. RG. Saxena: Principle & Practicing of Auditing; Himalaya Publications.
6. Kamal Gupta: Fundamental of Auditing; Tata McGrew Hill, New Delhi.
7. S.V. Ghatalia: Practical Auditing; Allied Publisher.
8. Batra&Bagadia: Text Book of Auditing; Taxman Publication.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com.
Semester -V
Advanced Accounting & Auditing - Paper – VI
(Management Accounting)
Course Code - CE 520 A (2)
(Syllabus effective from Academic Year 2019-20 onwards)

Objective:

- This course provides the students an understanding of the application of accounting techniques of management

Unit	Course Contents (as per UGC Model Curriculum)	Weightage
1	<u>Management Accounting:</u> 1.1 Meaning, nature, scope and functions of management accounting 1.2 Role of management accounting in decision making 1.3 Management accounting vs. financial accounting 1.4 Tools and techniques of management accounting	10%
2	<u>Financial Statements:</u> 2.1 Meaning, objectives, types and limitations of financial statements 2.2 Types and Techniques of Financial Statement Analysis: -Common Size Statement -Trend Percentage - Comparative Statements Analysis	15%

3	<p>Methods of Financial Statements Analysis:</p> <p>3.1 Ratio analysis (Following ratios are to be taught)-</p> <p>a) Profitability Ratios: Gross Profit Margin Ratio Net profit margin ratio Operating Ratio Expenses Ratio Return on Capital Employed Ratio Return on Shareholder’s Fund Ratio Return on Equity Share Capital Ratio</p> <p>b) Leverage Ratios: Debt –Equity Ratio Proprietary Ratio Capital gearing Ratio Long term Funds/ Fixed Assets Ratio Interest coverage Ratio</p> <p>c) Liquidity ratios: Current ratio Liquid ratio Acid test ratio</p> <p>d) Turnover Ratios: Stock- turnover Ratio Debtors Ratio Creditors Ratio Total Assets Turnover Ratio</p> <p>3.2 Fund Flow Statement</p> <p>3.3 Cash Flow statement (AS-3</p>	<p>25%</p> <p>25%</p> <p>25%</p>
---	---	---

Note:

1. Practical problems shall not exceed 70% of total weightage.
2. Marks for Advanced Accounting & Auditing Paper VII & VIII to be considered in a group.

Suggested Readings:

- 1 Arora M. N: Cost Accounting - Principles and Practice; Vikas, New Delhi.
- 2 Jain S. P. and Narang K. L: Cost Accounting; Kalyani, New Delhi.
- 3 Anthony Robert, Reece, Et al: Principles of Management Accounting; Richard D. Irwin Inc. Illinois.
- 4 Horngren, Charles, Foster and Datar: Cost Accounting-A Managerial Emphasis; Prentie Hall of India, New Delhi.
- 5 Khan M. Y. and Jain P. K: Management Accounting; Tata McGraw Hill.
- 6 Kalpan R. S. and Atkinson A. A.: Advanced Management Accounting; Prentice Hall India, New Delhi.
- 7 Dr. S. N. Maheshwari: Problem & Solution in Management Accounting & Financial Management; Sultan Chand.
- 8 Dr. Goyel & Manmohan: Management Accountancy; Taxman Publication.
- 9 Ravi M. Kishore: Management Accountancy, Taxman Publication.
- 10 L. N. Chopde & D. H. Chaudhary: Introduction to Management Accounting; Sheth Publishers Pvt. Ltd., Bombay.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -V)
Business administration Paper - V
(Syllabus effective from Academic Year 2019-20 onwards)

Objectives:

1. To impart to the students the conceptual and procedural knowledge in the functional areas of management like financial, material and Office management.
2. To enable the students to understand the concept, principles and techniques to be applied in the different function areas of management.
3. To develop the analytical and decision - taking abilities in the students through case studies.

Unit	Course Contents	Weightage
1	<p><u>Financial Management</u></p> <ol style="list-style-type: none"> 1. Financial Management: Meaning and Functions. 2. Financial Planing: Meaning, Importance, affecting Factors, Types (Only concepts of short term and long term financial planning, Process, Guiding Principles. 3. Capitalisation: Concept, Principal of Capitalisation, under and Over Capitalisation. Meaning, Causes, Effects, Remedies, Capital structure: Meaning Affecting Factors, Characteristics, Types, Concept of Trading on Equity & Leverage. 4. Working Capital: Meaning, Affecting Factors, Types, Source including NRI Fund, Components. 	50%
2	<p><u>Social Responsibilities of Business</u> Meaning, Social Responsibilities towards Various parties, Arguments for and again social Responsibilities.</p>	15%
3	<p><u>21st Centuries office Management</u></p> <ol style="list-style-type: none"> 1. Office & Office Management: Office Meaning, Definition, office management meaning & Definition, Objective of office management, Important, Inward mail and Outward mail. 2. Management of Records and Filling: Meaning and Definition of record and filling 21st Centuries computer data records and computerize E-Filling and its Importance 	20%
4	Case Study	15%

Books for References:

1. Materials Management-N.K.Nair
2. Working Capital Management- V.E.Ramamoorthy
3. Financial Organization and Management of Business- Gerstenberg
4. Principal of Management Accounting-Man Mohan & Goyal
5. Corporation Finance-S.C.Kuchal
6. Financial Management-S.C.Kuchhal
7. Tax book of office management-J.C
8. B.S Shah Prakashan- Ahmedabad.
9. Office Management-S.P.Jian& T.N Chhabra
10. Office and Administaratiive Management- C.L Little Field &FranuRacher
11. Office Organisation and Management- M.C Shukla
12. Office Organisation and Management- S.P Arora- First Edition

VEER NARMAD SOUTH GUJARAT UNIVERSITY

Third Year B.Com. (Semester -V)

Indian Economy: Planning and Policy-VI

CC-501

(Syllabus effective from Academic Year 2019-20 onwards)

Unit	Course Contents	Weightage
1	<ol style="list-style-type: none">NITI Aayog - objectives of NITI aayog composition - future planning of NITI aayog.Structural / Sectoral Changes In Indian Economyfederal fianance- recomendation of current fianance commission	25%
2	<p>Human Development</p> <ul style="list-style-type: none">Meaning Of Human Resource Development- its importance - HDI formula and calculation of HDI (as per HDR 2010 report)- trends of human development in India - limitations - definition and calculation of GII and GEN (as per HDR report 2010 report)	25%
3	<p>Industry-A</p> <ul style="list-style-type: none">Industry - importance- performance and problems - positive and negative features of industrial growthfeatures of current industrial policy- evaluation .agro- based industries- concept and importance.	25 %
4	<p>Industry-B</p> <ul style="list-style-type: none">Public sector- reasons for growth of public sector- contribution in development- problems of PSE and challenges- disinvestments- meaning- objectives and effects.small - cottage and medium scale industries- definition - importance - progress- problems of SSI and remediesIndustrial pollution- effects -steps taken by government- evaluation.	25 %

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -v)
Banking Paper -v
Indian Banking & Currency System
(Syllabus effective from Academic Year 2019-20 onwards)

Objectives:

1. To impart knowledge of Indian banking system to the students.
2. To provide conceptual understanding of control banking, financial institution, mutual funds, currency management, economic development and liberalization with reference to banking system.

Unit	Course Contents	Weightage
1	Indian Banking System : Its various constituents parts, Role of Banking in Economic Development	20%
2	Nationalization : Achievements of National banks, Privatization, Private and Multi national Bank	20%
3	Schemes of Banking Development: Lead bank, Deposit Insurance Scheme and Modernization of Banking Industry, Objectives and Characteristics of Non-Banking Financial Company.	20%
4	State Bank of India, its organization and working, EXIM bank and its working	20%
5	Mutual Funds :- Introduction - History Of Mutual Funds- Risk In Mutual funds- Types of Mutual funds scheme growth and performance of Mutual funds in India Role of intermediaries in the indian mutual fund industry.	20%

Suggested Readings:

1. Banking in India : S.G. Panandikar
2. Monthly Bulletins and Annual Reports of Currency and Finance RBI.
3. Trends and progress of banking in India: RBI publication.
4. Reserve Bank of India: Working and functions. RBI Publication.
5. Reserve Bank of India and Monetary Management: S. G Gupta.
6. A new horizon in Central Banking : Sid Mitra
7. Fundament al of Banking Theory and practice : A. K Basu
8. A hand book of Banking and Practice : K. C Shekhar
9. A review of Current banking theory and practice : SK Basu
10. History and problems of Indian currency D. K Malhotra
11. The Indian Rupee : R. K Kapuria
12. Currency banking finance :KP Sundram

13. Banking in the british Commonwealth (Indian Portion) R. S Sayers
14. Indian Banking : Vasant Desai
15. Village Banking: Prof. Smt. P. N Joshipura.
16. the indian financial system.(markets, institution and services) **second addition** - Bharti v. Pathak Pearson Education.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -VI)
Statistics VII
Principal & Subsidiary paper-VII
(Syllabus effective from Academic Year 2019-20 onwards)

Unit	Course Contents	Weightage
ELEMENTARY DECISION THEORY		
1	Meaning and scope of decision theory, basic elements of a statistical decision problem, decision analysis, payoff matrix, decisions under certainty.	40%
2	Decision under uncertainty Laplace criteria, Maximum criteria, Hurwitz criteria, Minima regret criteria.	
3	Decision making under risk: Expected monetary value (EMV), Expected Opportunity Loss, Expected Value of Perfect Information (EVPI).	
TEST BASED ON SMALL SAMPLES		
1	Tests based on χ^2 , t and F distributions Test of population variance, test of goodness of fit, test of independence of attributes, Yate's correction, test of single mean, test of difference between two means (for dependent and independent samples); test of significance of sample correlation coefficient test of two population variances, confidence intervals for mean and variance for small samples	60%
2	Fisher's Z-Transformation and its application.	
3	Analysis of Variance (one way and two way ,classifications).	

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -V)
MERCANTILE LAW
(Syllabus effective from Academic Year 2019-20 onwards)

Objectives :

1. To Create Legal Awareness among the students.
2. To Provide brief idea about the frame work of Indian business law.

Unit	Course Contents	Weightage
1	<u>LAW OF CONTRACT ACT (1872)</u> Definition and essential elements of contract. Classification of contract;, offer-Definition ,legal rules and revocation , Acceptance- Definition & legal rules, Consideration Capacity of Parties, free consent-legality of object and Consideration.	30%
2	<u>LAW OF CONTRACT ACT (1872)</u> Performance of contract, Discharge of Contract, Remedies of Breach of contract.	25%
3	<u>SPECIAL CONTRACTS</u> Indemnity Guarantee, Bailment and Pledge, Agency.	30%
4	<u>Intellectual Property Rights</u> Intellectual Property Rights in India - Introduction and Types Patents :- Meaning, Sailable Features, Remedies available to the patent owner Copy Rights :- Meaning-Terms of copy right-what works are protected ? - Who owes the rights and duration, meaning of fair use. Trademark :- Meaning, Concept, Function of Trade mark.	15%

Suggested Readings:

1. Desai T. R : Indian Contract Act, Sale of goods Act and Partnership Act; S. C. Sarkar & Sons Pvt. Ltd., Kolkata.
2. Singh Avtar : The principal of Mercantile Law; Eastern Book Company; Lucknow
3. Kuchal M.C. : Business Law: Vikas Publication House: New Delhi.
4. Kapoor N. D.: Business Law; Sultan Chand & Sons, New Delhi.
5. Chaudha P. R. : Business Law : Galgotia, New Delhi
6. Intellectual law series.
7. Intellectual property law by P. Narayan.

8. Singh Avtar : Company Law: Eastern book co. Lucknow.
9. Kuchal M.C. : Modern Indian Company Law; Shri Mahavir Books, Noida.
10. Bagrial A.K : Company Law; Vikas Publishing House, New Delhi.
11. P.P.S. Gogna; Company Law, S.Chand Publishing, New Delhi.
12. Bar Act - (1) The Patent Act - 1970
(2) The Trade Marks Act - 1999
(3) The Copyright Act - 1957

❖ LANGUAGE THROUGH LITERATURE (L T L)

Semester - 5

Text : *Elixir* (Orient Blackswan)

*** PROSE :**

1. The Child
2. Values in Life
3. Introduction to the Right to Information Act , 2005

***POETRY :**

1. Bangle Sellers
2. A Psalm of life
3. O Captain ! My Captain

*** GRAMMAR :**

1. Transformation of Sentences.

*** Communication Skills :**

1. Everyday English – Part 1
2. Formal Letters: Letter to a bank manager about change of address, Letter written to make a business inquiry and complaint , Letter of Resignation.

❖ **The teachers and question- setters are instructed to strictly adhere to the paper style and the distribution of marks.**

Distribution of Marks for the University Exams:

1. Short answer type questions from Poems only (5/7)	10 marks
(in about 2 to 3 sentences)	
2.Long answer type questions from Prose only (1/2)	12marks
3. (a) Formal Letters (1/2)	10marks
(b) Everyday English - Part 1 (1/2)	10marks
4. Grammar: Transformation of Sentences	08marks
(to be asked from the exercises of the prescribed chapters)(08/10)	

	50 marks

SYLLABUS FOR FOUNDATION COURSE IN ENGLISH—B.A./B.COM/B.SC- SEM 5 & 6(REGULAR STUDENTS) FOR THE ACADEMIC YEARS-2019-20, 2020-21 & 2021-22.

❖ WRITTEN AND SPOKEN COMMUNICATION SKILLS (W & S)

Semester- 5

TEXT : *Gems of Wisdom* (Macmillan)

***Prose**

1. I have Three Visions for India
2. A Devoted Son
3. With the Photographer

*** POETRY :**

1. Song: Go and catch a Falling Star
2. Stopping by Woods on a Snowy Evening

*** Functional Writing:**

1. Presentation Skills
2. Interview Skills (with questions and answers)

❖ The teachers and question- setters are instructed to strictly adhere to the paper style and the distribution of marks.

Distribution of Marks for the University Exams

- | | |
|--|----------|
| 1. Short Answer Questions (5/7) from Poetry only
(answer in about 2 to 3 sentences) | 10 MARKS |
| 2. Two short notes from Prose only (in about 200 words) (2/4) | 14 MARKS |
| 3. Presentation (1/2) | 14MARKS |
| 4. Interview (at least 10 sets of questions & answers) | 12 MARKS |

TOTAL 50 MARKS