

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com.
(Semester -VI)
Advanced Accounting & Auditing - Paper – VIII
(Management Accounting)
Course Code - CE 620 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 | <p><u>Budgeting for profit planning and control:</u></p> <ul style="list-style-type: none"> • Meaning of Budget and budgetary control • Types of Budgets • Cash Budget • Fixed and flexible budgeting • Control ratios • Zero Base control • Objectives • Merits and Limitations of Budgeting • Responsibility accounting • Performance Budgeting (Practical Problem only relating to cash budget and flexible budget). | 50% |
| 2 | <p><u>Accounting for Decision Making</u></p> <ul style="list-style-type: none"> • The concept of differential cost; Cost profit volume analysis- BEP analysis and its applications (Except key factor) | 30% |
| 3 | <p><u>Computer Accounting</u> (Basic knowledge of computer accounting) Introduction-Various components of a computer including hardware and software-Features of personal computers-Role of computer accounting - Advantages - Limitations – Why computerization-preparatory work-Master creation, Generation of printouts - preservation of data - Reports - Practical with one of the accounting programme</p> | 10% |

| | | |
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| | (recommended Tally software system - latest version at the time of beginning of the respective academic year) | |
| 4 | <u>Cost of Capital (Only Theory)</u> - Meaning and Significance - Specific, overall(weighted average cost of capital) and marginal cost of capital | 10% |

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; Prentice 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. Goyal&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 -VI)
Advanced Accounting & Auditing - Paper-VII
(Principles of Auditing)
Course Code - CE 620 A (1)
(Syllabus effective from Academic Year 2019-20 onwards)

Objective:

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

| Unit | Course Contents | Weightage |
|------|---|------------|
| 1 | <p><u>Audit of Limited Companies</u> (with Provisions of Companies Act, 2013 and companies rules 2014 and 2015):</p> <p>(a) <u>Company Auditor:</u> Appointment (Sec.139); Removal and resignation of auditor (Sec. 140); Eligibility, qualifications and disqualifications of auditor (Sec.141); Remuneration of auditors (Sec.142); Powers & Duties of auditors and Auditing Standards (Sec.143, 145, 146, 147); Auditor not to render certain services (Sec.144); Liabilities of an Auditor; Internal Audit (Sec.138)</p> <p>(b) <u>Divisible profits and Dividend (Only Theory)</u> Declaration and payment of dividend Sec123-Declaration of Dividend Sec 124 -Unpaid Dividend Sec 125- Investor Education and Protection Fund Sec 126- Right to dividend, Right shares and Bonus Share to be held in abeyance pending registration of transfer of shares Sec 127- Punishment for Failure to distribute Dividends</p> <p>(c) <u>Auditor's Report & Audit Certificate:</u> Modified Report & Unmodified Report</p> <p>(d) <u>Bank Concurrent Audit</u></p> <p>(e) <u>Audit of Insurance Companies</u></p> | 50% |

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| 2 | <u>Investigation; Audit of Non-profit Companies:</u> (a) Where fraud is suspected (b) When a running business is proposed | 15% |
| 3 | <u>Preparation or Audit Programs:</u> Preparation of Audit Programs for educational institutions, Trust, Co-op. Societies. | 15% |
| 4 | <u>Recent Trends in Auditing:</u> Nature and Significance of Cost Audit, Tax Audit, Management Audit, EDP Audit. | 20% |

Note:

1. 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.
2. Marks for Advanced Accounting & Auditing Paper VII & VIII 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. Pagare Dinkar: Principles and Practice of Auditing;-Sultan-Chand & Co, New Delhi
4. Sharma T.R.: Auditing Principles and Problems; Sahitya Bhawan, Agra.
5. R.G. Saxena: Principle & Practicing of Auditing; Himalaya Publications.
6. Kamal Gupta: Fundamental of Auditing; Tata McGraw Hill, New Delhi.
7. S.V. Ghatalia: Practical Auditing; Allied Publisher.
8. Batra & Bagadia: Text Book of Auditing; Taxman Publication.
9. CA Vikas Oswal: Comprehensive Approach to Advanced Auditing & Professional Ethics, Wolters Kluwer (India) Pvt. Ltd.
10. Ravi Puliani & Mahesh Puliani: Companies Act With Rules, Bharat law house Pvt. Ltd.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -VI)
Indian Economy: Planning and Policy-VI
CC-601

(Syllabus effective from Academic Year 2019-20 onwards)

| Unit | Course Contents | Weightage |
|------|---|---------------------|
| 1 | <p><u>Agriculture</u></p> <ul style="list-style-type: none"> • Importance of Agriculture in Indian Economy • agricultural production and productivity trends.- factors effecting productivity and measure to increase production and productivity. • Agricultural finance - need and important institution providing finance - role, progress and evaluation of co- operative agencies. • NABARD and KCC indebtedness of farmers- reason and remedies. | 25% |
| 2 | <p><u>Service Sector</u></p> <ul style="list-style-type: none"> • importance of service sector in Indian Economy - Growth - contribution in GDP - reason for growth (after 1991) - service sector and interstate, international comparison, Employment GDP, FDI Exports- Difficulties in obtaining information and challenges. | 25% 10 lectures |
| 3 | <p><u>Tax structure</u></p> <ul style="list-style-type: none"> • Indian Tax structure - Features - new tax structure GST - objectives, Benefits and limitations. | 25 % 12 lectures |
| 4 | <p><u>International Trade</u></p> <ul style="list-style-type: none"> • <u>International Trade</u> - objectives of import Export policy - latest Foreign trade policy. • Indian and WTO - objectives - commitments - merits and demerits- suggestions. • Recent Trends in a) Employment trends - causes of unemployment and only mention of goverment schemas. • poverty - reason- Multidimensional poverty index (MDPI - as in UNDP report) Concept and calculation- strategy of poverty Alleviation - only mention of various remedies - letest global poverty report (World Bank Report)- | 25 % 11Lectures |

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -VI)
Business administration Paper - VI
(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 material, Production and tourism 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 | <u>Materials Management</u> 1. Concept, Importance and Scope of Materials Management 2. Sound Purchasing and purchasing policies 3. Inventory Control: Meaning and Importance | 30% |
| 2 | <u>Production Management</u> 1. Meaning and scope of Production Management and Meaning of Productivity 2. Plant Location 3. Production Planning and Control 4. T. Q. M. - Meaning, Characteristic, Importance & Method's (Kaizen and Kairoyo, JIT(Just in Time) Six Sigma, Quality Circle, Pareto analysis, Bench Marking | 40% |
| 3 | <u>Tourism Management</u> 1. Introduction 2. Tourism Meaning, Concept, Definition, Characteristic, Origin, Development 3. Tourism Management, Mining, Definition, Types Merits & Demerits 4. Tourism Police of Gujarat & India | 15% |
| 4 | Case Study | 15% |

Suggested Readings:

1. Materials Management N.K.Nair
2. Hand-Book of Business Administration Edited by Maynard
3. Production Management H.N. Broom
4. Factory Management K.G. Lockyer
5. Factory Management and Business Organisation A.S. Deshpande
6. Industrial Organisation & Management Lawrence L.A. Bethel, Franklin and Others

7. Business Administration and Factory Management B.K. Acharya
8. Factory Organization and Management S.P. Roy
9. Organisational Behaviour by L.M.Prasad.
10. Organisational Behaviour by Stephen Robbins.
11. Organisational Behaviour - K. Ashvaththapa
12. Organisational Behaviour –V.S.P. Rao
13. Management of New Concept of Direction Dr. Ramnik J. Yadav (University Granth Nirman Board, Ahmedabad)

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -IV)
Banking Paper -VII
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 | Reserve Bank of India : Its organization, traditional and promotional functions | 20% |
| 2 | Monetary policy of R.B.I : Objectives of monetary policy, Credit Control – its tools, its effects on price stability and economic development, limitations of monetary policy | 20% |
| 3 | Indian Money Market: Meaning and characteristics. Discount and Finance House of India: its functions and working | 20% |
| 4 | Indian Currency System: The present regulations of Note issue, Exchange Rate Policy of RBI, Its objectives, Floating Exchange Rate Policy | 20% |
| 5 | Recent development and current issues in banking and financial institution :- Management Of Non- Performing Assests By Banks, Liberalization And Globalization Of Financial Institution, Reform In Financial System. | 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.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
Third Year B.Com. (Semester -VI)
Statistics IX
(Syllabus effective from Academic Year 2019-20 onwards)

| Unit | Course Contents | Weightage |
|--------------------------------------|--|-----------|
| LINEAR PROGRAMMING TECHNIQUES | | |
| 1 | Definition of general linear programming problems (L.P.P.), formulation of LPP, examples of LPP occurring in various fields. Graphical solution of LPP. | 60% |
| 2 | Transportation problem (TP): Balanced and unbalanced T.P., methods for finding basic feasible solution: Matrix minima method, Vogel's Approximation Method (VAM) and min (min-max) method and Max(min-max) method, optimality test, MODI method for improving an IBPS, optimal solution. | |
| 3 | Assignment problem (AP), Hungarian method for solving an Assignment problem, variations in Assignment problem | |
| NON-PARAMETRIC TESTS | | |
| 1 | Introduction, comparison of parametric and non-parametric tests | 40% |
| 2 | Sign test for single sample and paired samples. | |
| 3 | WillCoxon signed-rank test for one sample and paired samples, Mann- Whitney test, Median test. | |

Suggested Readings:

1. Raiffa H. and Schlaifer R: applied Statical Decision Theory; Mit Press,1968
2. HA Taha: Operations Research; Macmillan Publishing Co., 1990
3. Gass S.I.L. : Linear Programming and Applications McGraw Hills, 1975
4. Goon, A.M. Gupta, M.K. & Das Gupta B. : Fundamentals of Statistics; World Press; Kolkata 1991
5. Gibhons JE.: Non Parametric Methods, McGraw Hills.
6. Siddney Seigal : Parametric Methods for Behavioral Sciences; McGraw Hills.

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

| Unit | Course Contents | Weightage |
|-------------|--|------------------|
| 1 | <u>SALE OF GOODS ACT (1930)</u> Formation of contract of Sale, goods and their classification , price, conditions and warranties, Transfer of property in goods, Performance of the contract of sales, Unpaid seller and his rights, Sale by Auction, Hire Purchase Agreement. | 30% |
| 2 | <u>THE COMPANIES ACT (2013)</u> Introduction of company, characteristics of company, Type of companies, including one person small company and producer company, formation of online registration of a company, dormant company. | 25% |
| 3 | <u>COMPANIES ACT (2013)</u> Meaning, content and importance of Memorandum of Association and Articles of Association, Doctrine of Constructive notice and Indoor Management. | 25% |
| 4 | <u>NEGOTIABLE INSTRUMENT ACT, 1881</u> Introduction, Definition, Characteristics, Presumptions, Types of Negotiable Instruments, Promissory Note, Bills of Exchange, Cheque, Parties of Negotiable Instrument, Holder and Holder-in-due-course. | 20% |

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; Easter Book Company; Lucknow
3. Kuchal M.C. : Business Law: Vikas Publishing House: New Delhi.
4. Kapoor N. D.: Business Law; Sultan Chand & Sons, New Delhi.
5. Chandha 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; Mercantile Law, S.Chand Publishing, New Delhi.
12. Bar Act - (a) The Patent Act - 1970
(b) The Trade Marks Act - 1999
(c) The Copyright Act- 1957

❖ LANGUAGE THROUGH LITERATURE (L T L)

Semester - 6

Text : *Elixir* (Orient Blackswan)

*** PROSE :**

1. The Hazards of Food Colouring
2. The Kabuliwallah
3. My Lost Dollar

*** POETRY :**

1. The Quality of Mercy
2. Father Returning Home
3. The World is Too Much with Us

*** Grammar :**

1. Correction of Sentences (Ref. Ch. 12 of Prelude ,Orient Blackswan)

*** Communication Skills :**

1. Curriculum Vitae
2. Everyday English - Part 2

❖ 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 |
| 2. Long answer type questions from Prose only (1/2) | 12marks |
| 3. (a) CV with Cover Letter (1/2) | 12marks |
| (b) Everyday English – Part 2 (1/2) | 08marks |
| 4. Grammar: Correction of Sentences (to be asked from the prescribed chapter) (08/10) | 08 marks |

Total 50 marks

❖ **WRITTEN AND SPOKEN COMMUNICATION SKILLS (W & S)**

Semester -6

TEXT : *Gems of Wisdom* (Macmillan)

***PROSE :**

1. Professions for Women
2. Draupadi

*** POETRY :**

1. Night of the Scorpion
2. Mother to Son

***Functional Writing :**

1. Speeches (Academic ,Social ,Commercial)
2. Group Discussion (Current Affairs)

❖ **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 (2/4) | 14 MARKS |
| 3. Speech Writing (Academic ,Social ,Commercial) (1/2) | 12 MARKS |
| 4. Group Discussion (Current Affairs) (1/2) | 14 MARKS |

TOTAL 50 MARKS