



**Course Structure for M.Com. (Account & Law) under
Semester System to be imposed from Academic Session
2013-14.**

M.COM. (ACCOUNT & LAW)

SEMESTER SYSTEM

M.COM. (ACCOUNTS & LAW)

FIRST SEMESTER

COURSE STRUCTURE

FIRST SEMESTER

400 MARKS

PAPER 101	COMPANY LAW	100 MARKS
PAPER 102	ADVANCED CORPORATE ACCOUNTING	100 MARKS
PAPER 103	STATISTICAL ANALYSIS	100 MARKS
PAPER 104	BUSNIESS LAWS	100 MARKS

M.COM. (ACCOUNTS & LAW)

COURSE STRUCTURE

SECOND SEMESTER

400 MARKS

PAPER 201	ACCOUNTING FOR MANEGERIAL DECISIONS	100 MARKS
PAPER 202	ADVANCED AUDITING	100 MARKS
PAPER 203	ADVANCED COST ACCOUNTING AND CONTROL	100 MARKS
PAPER 204	FINANCIAL INSTITUTIONS AND MARKETS	100 MARKS

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COURSE STRUCTURE

THIRD SEMESTER

400 MARKS

PAPER 301	TAX PLANNING & MANAGEMENT FOR INDIVIDUALS	100 MARKS
PAPER 302	FINANCIAL MANAGEMENT	100 MARKS
PAPER 303	TAXATION (EXCLUDING INCOME TAX)	100 MARKS
PAPER 304	SECURITY ANALYSIS & PORTFOLIO MANAGEMENT	100 MARKS

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COURSE STRUCTURE

FOURTH SEMESTER

400 MARKS

PAPER 401	TAX PLANNING & MANAGEMENT – OTHER THAN INDIVIDUALS	100 MARKS
PAPER 402	PROJECT PLANNING & CONTROL	100 MARKS
PAPER 403 (A)	RESEARCH METHODOLOGY	100 MARKS
OR		
PAPER 403 (B)	PROJECT WORK	100 MARKS
PAPER 404	COMPREHENSIVE VIVA-VOCE	100 MARKS

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FIRST SEMESTER

**PAPER - 101
COMPANY LAW**

- Unit I: Definition and characteristics of a company, corporate personality, types of companies, privileges of private limited company, promotion and incorporation of a company.
- Unit II: Memorandum of Association- Contents and alterations, Articles of Associations- Contents and alterations, Prospectus- Contents, statement in view of prospectus.
- Unit III: Share Capital, Types of shares, allotment of shares, transfer and transmission of shares, membership of a company ceasing of membership of a company.
- Unit IV: Company Management – Director, Managing Director, Whole Time Directors-Appointment, Rights and duties, Company Meetings, types Coram, Voting, Resolutions.

Unit V: Winding up of a company- Modes of winding up of a company, Borrowing Powers, Mortgages and Charges, prevention of oppression and mismanagement.

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**FIRST SEMESTER
PAPER - 102
ADVANCED CORPORATE ACCOUNTING**

- Unit-I** - Preparation of Final Accounts of a Company as per revised schedule VI of Indian Companies Act (effective from financial year 2011-12)
- Unit-II** - Accounting Standards – Study of Various Accounting Standards – AS-3, AS-4, AS-5, AS-11, AS-20, AS-26
- Unit-III** - Advanced Problems Relating to Amalgamation in the Nature of Merger and in the Nature of Purchase, Reconstruction of Companies.
- Unit-IV** - Accounting for Holding and Subsidiary Companies.
- Unit-V** - Winding up of Companies; Preparation of Liquidators' Final Statement of Account

Books Recommended –

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|----|-----------------|---|--------------------------------|
| 1. | Gupta, R.L. | - | Advanced Financial Accounting |
| 2. | Shukla & Grewal | - | Advanced Accounting |
| 3. | Batlibai, J.R. | - | Advanced Accounting |
| 4. | Shukla, S.M. | - | Corporate Financial Accounting |
| 5. | Khandelwal | - | Higher Accounting |
| 6. | Mongra | - | Advanced Accounting |

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FIRST SEMESTER

**PAPER - 103
STATISTICAL ANALYSIS**

- Unit-I** - **Association of Attributes**
Meaning, Types, Methods of Measurement: Yules' Coefficient of Association and Chi –square Test
- Unit-II** - Correlation-Karl Pearson, Spearman and concurrent Deviation Methods, Regression and its Coefficient.
- Unit-III** - **Probability Theory**
Probability Classical, Relative and Subjective Probability; Addition and Multiplication Probability Models; Permutation and Computation.
- Unit-IV** - **Interpolation and Extrapolation**
Meaning, Importance, Graphic and Algebraic Methods, Parabolic, Binomial; Newton's and Lagrange Method.
- Unit-V** - **Sampling Theory**
Sampling Designs; Standard Error; Large and Small Sample, The Mean and Different Test of Significance.

Books Recommended –

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|----|----------------|---|--|
| 1. | Gupta, S.P. | - | Advanced Statistics |
| 2. | Gupta, C.B. | - | Statistics |
| 3. | Gupta, K.L. | - | Statistical Analysis (Hindi & English) |
| 4. | Varshney, R.P. | - | सांख्यिकीय |
| 5. | Elhance, D.N. | - | Fundamentals of Statistics |
| 6. | Gupta, B.N. | - | Advanced Statistics |

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FIRST SEMESTER

**PAPER - 104
BUSINESS LAWS**

- Unit I: Legal Environment of Security market- Silent features of SEBI Act 1992, objective of SEBI, functions of SEBI.
- Unit II: Role of SEBI in controlling security market powers of SEBI on Grievance Redressal Mechanism of SEBI.
- Unit III: Negotiable Instrument Act 1981- features and objective of Negotiable Instrument Act, Types of Negotiable Instrument, Endorsement, Crossing and dishonor of Negotiable Instrument.
- Unit IV: Banking Regulation Act 1949- Development of Banks, Silent features and objectives, powers of Bank Ombursement, Audit of Banks, Restrictions on Loans and Advances.
- Unit V: Reserve Bank of India – Functions, Role of RBI in controlling business of Banking Companies.

M.COM. (ACCOUNTS & LAW)

SECOND SEMESTER

PAPER - 201

ACCOUNTING FOR MANEGERIAL DECISIONS

- Unit-I** - **Introduction**
Management Accounting as an Area of Accounting, Objectives, Nature and Scope of Management Accounting; Management Accounting and Financial Accounting; Management Accounting and Managerial Decisions; Position, Role and Responsibilities of Management Accountant.
- Unit-II** - **Financial Statements**
Importance of Financial Statements; Analysis and Interpretation of Financial Statements, Financial Ratios Types, Computation and their Interpretation.
- Unit-III** - **Budgeting and Standard Costing**
Definition of Budget, Essentials of Budget, Cash Budget, Flexible Budget, Sales Budget, Standard Costing as Controlling Technique, Variance Analysis; Reporting of Variances.
- Unit-IV** - **Marginal Costing**
Concept of Marginal Costing, Marginal Costing and Absorption Costing, Differential and Incremental Costing, Various Managerial Decisions – Sales Mix, Make or Buy Decisions, Discontinuation of Product Line, Acceptance of an Order Pricing, Decision, Key Factor.
- Unit-V** - **Break Even Analysis**
Meaning and Importance of Break Even Analysis, Practical Application of Break Even Analysis, Cost Volume Profit Analysis.

Books Recommended –

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|----|-------------------|---|---|
| 1. | Batty J. | - | Management Accounting |
| 2. | Sarkar N. | - | Management Accounting |
| 3. | Pandey IM | - | Management Accounting |
| 4. | Gupta K.L. | - | Accounting for Managerial Decisions (Hindi & English) |
| 4. | Agarwal & Agarwal | - | प्रबंधकीय लेखांकन |
| 5. | Gupta SP | - | प्रबंधकीय निर्णयों हेतु लेखांकन |
| 6. | Gupta SP | - | Accounting for Managerial Decisions |
| 7. | Gupta KG | - | प्रबंधकीय लेखांकन |

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SECOND SEMESTER

**PAPER - 202
ADVANCED AUDITING**

- Unit-I** - **Auditing and Investigation**
Meaning, Objectives of Auditing and Investigation, Difference between Audit and Investigation, Points to be Observed in Investigation, Types of Investigation – Investigation for Prospectus Purposes, on behalf of a Purchaser of a new Business
- Unit-II** - **Company Audit**
Appointment, Rights, Duties and Liabilities of a Company Auditor, Audit Report.
- Unit-III** - Special Audit of Educational Institutions, Co-operative Societies, Banking Company, General Insurance Corporation,
- Unit-IV** - **Audit of Government Companies**
Appointment of Auditor – their Rights and Duties. Present Audit Arrangement of Government Companies.
- Unit-V** - **Miscellaneous Audits**
Social Audit, Tax Audit, Cost Audit and Management Audit-their meaning and advantages

Books Recommended –

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|----|---------------------------------|---|------------------------|
| 1. | Tandon B.N. | - | Principles of Auditing |
| 2. | Sharma TR <u>Salient</u> | - | Principles of Auditing |
| 3. | Sharma TR | - | उच्चतर अंकेक्षण |
| 4. | Agarwal & Sharma | - | Advanced Accounting |

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SECOND SEMESTER

PAPER - 203

ADVANCED COST ACCOUNTING AND CONTROL

- Unit-I** - Meaning, Objectives and Methods of Cost Accounting, Costing and Cost Accounting, Relationship with Financial Accounting and Management Accounting, Cost Centre, Classification of Cost, Overhead Cost, Indirect Expenses Vs Overheads.
- Unit-II** - **Cost Control Accounts and Integrated Accounting System**
Cost Ledgers, Control Accounts, Features of an Integrated Accounting System, Journal Entries.
- Unit-III** - **Standard Manufacturing Cost and Cost Variances**
Definition, Difference between Historical and Estimated Cost, Budgets and Standards, Types of Standards, Setting of Standards, Review of Standards. Concept and definition of Variance, Computation of Material and Labour Variances
- Unit-IV** - **Responsibility and Activity Based Costing**
Meaning and Importance of Responsibility Accounting, Fundamental Aspects, Responsibility Centres, Performance Reporting – Activity Based Costing – Meaning and Techniques.
- Unit-V** - **Cost Control and New Techniques of Costing**
Meaning and Techniques of Cost Control, Pre-requisite of Cost Control, Difference between Cost Control and Cost Reduction, Activity Based Costing, Target Costing, Life Cycle Costing

Books Recommended –

- | | | | |
|----|------------|---|--|
| 1. | Gupta K.L. | - | Advanced Cost Accounting and Control(Hindi & English) |
| 2. | Nigam BLM | - | Advanced Cost Accounting |
| 3. | Mehta | - | लागत लेखांकन |
| 4. | Gupta SK | - | लागत लेखांकन |
| 5. | Bhar B.K. | - | Cost Accounting |

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SECOND SEMESTER

PAPER - 204

FINANCIAL INSTITUTIONS & MARKETS

- Unit I: Introduction – nature and role of financial system, financial system and economic development, money and capital market.
- Unit II: Recent Trends in Indian Money Market, role of SEBI – An overview, recent development, important features of Foreign Exchange Management Act (FEMA)
- Unit III: Development of Banks – Concept objective, functions, development of Banks, promotional Activities of Development Banks, IFCI, IDBI, SIDBI.
- Unit IV: Reserve Bank of India (RBI) – Management and Functions, Commercial Banks Management and Investment Policies, recent development.
- Unit V: Objective Role and Functions of LIC, GIC, Mutual Funds, Merchant Banking – Concept and Functions.

M.COM. (ACCOUNTS & LAW)

THIRD SEMESTER

PAPER – 301

TAX PLANNING AND MANAGEMENT FOR INDIVIDUALS

- Unit-I** - Meaning and Definition of Tax Planning and Management, Tax Avoidance and Evasions, Importance and need of Tax Planning, Scope and Types of Tax Planning, residence and tax liability and basic of charge and exemption from tax.
- Unit-II** Computation of Income from Salary. Deductions and relief under the head income from salary. Tax planning from for a salaried employee.
- Unit-III** - Computation of Income under the head – income from house property, deductions and relief – tax planning.
- Unit-IV** - Computation of Taxable income under the head – business and profession. Computation of income under capital gains – deductions and reliefs – tax planning.
- Unit-V** - Computation of Income from other sources. Tax planning computation of total income of an individual. Provisions of assessment and penalties.

Books Recommended –

- | | | | |
|----|-----------------|---|-----------------------------------|
| 1. | Singhania, V.K. | - | Direct Tax Planning & Management. |
| 2. | Jain, R.K. | - | Income Tax Planning & Management. |
| 3. | Jain, R.K. | - | आयकर नियोजन एवं प्रबंध |
| 4. | Jain, R.K. | - | आयकर विधान एवं लेखे |
| 5. | Mehrotra HC | - | Income Tax Planning |
| 6. | Saklecha Sripal | - | Kar Niyojan |
| 7. | Ahiya & Gupta | - | Direct Tax Planning & Management |

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THIRD SEMESTER

PAPER – 302

FINANCIAL MANAGEMENT

- Unit-I - Financial Management**
Meaning, Nature, Importance and Scope of Finance and Financial Management, Financial Goal, Financial Management V/s Corporation Finance, Finance Manager – Need and Duties of Finance Manager.
- Unit-II - Investment Analysis**
Nature and Scope of Investment Analysis, Risk and Uncertainty, Elements of Investment, Avenues of Investment, Factors Influencing Investment, Approaches to Investment Analysis.
- Unit-III - Financing Decisions**
Capital Structure Decisions-Designing optimum capital structure, Various Capital Structure theories, Operating and Financial Leverages, Trading on Equity
- Unit-IV - Management of Working Capital**
Meaning, Importance and Types of Working Capital, Estimation and Requirement of Working Capital, Sources of Working Capital, Management of Cash, Receivables and Inventory.
- Unit-V - Financial Analysis**
Meaning of Financial Statement and Financial Analysis, Techniques of Financial Analysis, Sources of Financial Information, Preparation of Fund Flow and Cash Flow Statement.

Books Recommended –

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|----|-------------------|---|----------------------|
| 1. | Pandey IM. | - | Financial Management |
| 2. | Chandra Prasanna. | - | Financial Management |
| 3. | Kulshreshta R.s. | - | वित्तीय प्रबंध |
| 4. | Agarwal & Agarwal | - | वित्तीय प्रबंध |
| 5. | Banerjee S.K. | - | Financial Management |

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THIRD SEMESTER

PAPER - 303

TAXATION (EXCLUDING INCOME TAX)

- Unit-I - The Wealth Tax Act, 1957**
Definitions, Scope and Objectives, Wealth Tax Authorities – their power, Assets to be included and excluded for Wealth Tax Liabilities.
- Unit-II - The Wealth Tax Act, 1957**
Valuation of Assets, Computation of Net Wealth and Wealth Tax, Procedure for Assessment.
- Unit-III - The Central Excise Act, 1944**
Definitions, Objectives and Scope, Procedure of Registration, Classification and Valuation of goods for purpose of levy of excise duty, Assessment, Payment of Duty, Authorities and their powers.
- Unit-IV - Value Added Tax (VAT)**
Justification of VAT, Merits of VAT, Input Tax Credit, Variants of VAT, Modes of Computation of VAT, Administrative Procedure regarding VAT, Incentives under VAT.
- Unit-V - Service Tax**
Definitions and Salient Features, Taxable Services, Classification and Valuation of Services, Payment of Service Tax, General exemptions from service tax, Administrative Procedure for Service Tax.

Books Recommended –

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|----|-----------------------|---|----------------------------------|
| 1. | Mehrotra & Goyal | - | Indirect Taxes (Hindi & English) |
| 2. | Wealth Tax Act | - | Govt. Publications |
| 3. | Central Excise Act | - | Govt. Publications |
| 4. | Central Excise Manual | - | Nabhi Publications |

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THIRD SEMESTER

PAPER - 304

SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT

- Unit-I - Security Market**
Primary and Secondary Market, Primary Market – Role, Functions and Methods of Selling Securities in Primary Market, Allotment Procedures. Secondary Market – Role and Importance,
- Unit-II** Types of Bankers, Trading Mechanism, Listing of Securities in Stock Exchanges and Screen Based Trading, Depository Role and Need.
- Unit-III - Public Issues**
SEBI Guidelines on Public Issue, Size of Issue, Pricing of Issue, Promoter's Contribution, Appointment of Merchant Banks, Underwriters, Brokers, Registrar and Manages, Bankers and Allotment of Shares.
- Unit-IV - Valuation of Securities**
Bonds, Debentures, Equity Shares, Fundamental Analysis, Economic Analysis, Industry Analysis and Company Analysis. Technical Analysis – Trends, Indicators, Indices and Moving Averages Applied in Technical Analysis.
- Unit-V - Portfolio Analysis**
Estimating Role of Return and Standard Deviation of Portfolio. Effect of Combining the Securities, Markowitz Risk Return Optimization, Single Index Model or Market Model, Portfolio Total Risk, Portfolio Market Risk and Unique Risk.

Books Recommended –

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|----|------------------|---|---|
| 1. | Bhalla, V.K. | - | Investment Analysis |
| 2. | Avadhani, V.A. | - | Security Analysis & Portfolio Management. |
| 3. | Chandratre, K.R. | - | Capital Issues, SEBI & Listing |
| 4. | Agarwal, R.K. | - | Viniyog Prabandh |

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FOURTH SEMESTER

PAPER - 401

TAX PLANNING & MANAGEMENT – OTHER THAN INDIVIDUALS

- Unit I: Need of Tax Planning, Areas of Tax Planning, Computation of Tax, Liability of Hindu Undivided Family and Methods of Tax Planning for Hindu undivided Family.
- Unit II: Computation taxable Income Tax and Tax liability of a firma and methods of tax planning.
- Unit III: Computation of total income of companies and cooperative societies and tax planning.
- Unit IV: Tax Planning relating to Capital structure decision, dividend policy, scientific research.
- Unit V: Tax Planning relating to new business, tax provisions to free trade zones, Tax planning relating to employees remuneration.

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FOURTH SEMESTER

PAPER - 402

PROJECT PLANNING AND CONTROL

- Unit-I - Identification of Investment Opportunities**
Project Ideas; Screening of Ideas, Environment Scanning and Opportunity Analysis; Government Regulatory Framework.
- Unit-II - Market and Demand Analysis**
Information Required for Market and Demand Analysis. Sources of Information-Primary and Secondary; Demand Forecasting; Materials and Inputs; Production Technology.
- Unit-III - Cost of Project and Means of Financing**
Major Cost Components; Means of Financing; Planning Capital Structure. Various Financing Schemes of Financial Institutions.
- Unit-IV - Profitability, Financial Projections and Tax Consideration**
Cost of Production; Break Even Analysis; Projected Balance Sheet; Profit and Loss Account and Cash Flow Statement.
- Unit-V - Appraisal Process :**
Methods of Appraisal Under Certainty and Risk and Uncertainty; Investment Appraisal in Practice; Process followed by Financial Institutions; Project Appraisal Techniques.

Books Recommended –

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|----|-------------------|---|--|
| 1. | Chaudhary S. | - | Project Management |
| 2. | Chandra, Prasanna | - | Project Preparation, Appraisal & Implementation. |
| 3. | Naik BM | - | Project Management |
| 4. | Rao CK | - | Project Management |

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FOURTH SEMESTER

PAPER – 403 (A)

RESEARCH METHODOLOGY

- Unit - I** : **Introduction** : Meaning of Research, Role of Research in important areas- Marketing, Production, Material, Human Resource Management, Banking and Government, Process of Research, Research Design - Types of Research - Exploratory Research, Conclusive Research, Defining Research Problem and Formulation of Hypothesis Testing, Experimental Design.
- Unit - II** : **Data Collection** : Primary and Secondary Data, Methods of Collection of Primary Data - Merits and Demerits, Designing a Questionnaire, Pre-testing of Questionnaire, Techniques of Interview, Editing of Primary Data, Collection of Secondary Data, Scrutiny of Secondary Data; Sampling and Sampling Design - Simple and Random Sampling, Probability Aspect of Sampling, Stratified Sampling, Cluster Sampling.
- Unit - III** : **Attribute Measurement** : Attitudes, Attributes and Beliefs, Issues in Attribute Measurement, Scaling of Attributes, Deterministic Attitude, Measurement Models - The Guttman Scale, The Semantic Differential Scale, The Likert Scale, The Q Sort-Technique, Multi-dimensional scaling, Selection of an appropriate Attitude Measurement Scale.

Unit - IV : **Data Presentation and Analysis** : Editing of Data, Coding of data, classification of data, Tables as Data Presentation Device, Graphical Presentation of Data, Statistical Analysis and Interpretation of Data - One Sample Test, Two Sample Test, Multivariate Analysis of Data, Regression Analysis, Discriminate Analysis, Role of Modeling in Research and Managerial Decision - making. Model Development, Model Validation.

Unit - V : Report Writing and Presentation : Substance of Report - Proposal, Categories of Reports, Format of Reports, Presentation of Report, Communication Dimensions, Presentation Package, Audio-Visual Aids, Presentation Poise.

OR

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FOURTH SEMESTER

PAPER – 403 (B)

PROJECT WORK (WITH VIVA – VOCE)

M.COM. (ACCOUNTS & LAW)

FOURTH SEMESTER

PAPER – 404

COMPHRHENSIVE VIVA - VOCE