

**St. Joseph's College of Commerce (Autonomous)**  
**#163, Brigade Road, Bangalore - 560 025**

**LESSON PLAN HOURLY WISE**  
**BBA IV SEMESTER**

**Subject Name: COST ACCOUNTING**  
**Subject Code: M115MC401**

**Lecture hours: 60**

Objective: To familiarize the students with the basic cost concepts required for effective decision making in firms.

Sl. No	UNIT & OBJECTIVES	No. of Lecture Hours	Methodology/ Instructional techniques	Evaluation/ learning confirmation
<b>Module 1</b>	<b>Basic Concepts</b>	<b>6 Hrs</b>		
1.	Meaning of Cost accounting - Cost accountancy - Costing - Cost Accounting and Management - Objectives of Cost Accounting	2	Lecture	Question and Answer
2.	Cost Accounting Vs Financial accounting - Cost Accounting Vs Management Accounting - Advantages of Cost Accounting	1	Lecture	Question and Answer
3.	Methods of Costing - Techniques (Types) of Costing - Difficulties in installation of a Costing System - Arguments against Cost accounting	2	Illustrations	Illustrations
4.	Cost Centers - Cost Units - Cost accounting Departments.	1	Illustrations	Illustrations
<b>Module 2</b>	<b>Cost, Concepts and Classification</b>	<b>12 Hrs</b>		
1.	Cost - Expenses - Losses - Classification of Costs - Natural Classification of Costs - Cost Behaviour (in Relation to changes in output or activity or Volume - Degree of Traceability to the Product- Association with the Product - Functional Classification of Costs - Costs of Control other Costs	2	Lecture & Illustrations	Question and Answer with Illustrations
2.	Cost Statement or Cost Sheet - Tender and Quotation	10	Illustrations	Illustrations
<b>Module 3</b>	<b>Material Control and Material Costing</b>	<b>10 Hrs</b>		
1.	Materials - Concepts and objectives of Material Control - Organization for Material Control - Purchasing and Receiving Procedure - Some issues in Materials Procurement - Stores Organization - inventory system - inventory shortages (losses) and overages - inventory control.	1	Lecture	Question & answers with Illustrations
2.	Costing Material Received - Costing material issues (FIFO, LIFO, simple and weighted average method only)	8	Illustrations	Illustrations
3.	Pricing of materials returned to vendor - Pricing of materials returned to storeroom - Selection of a material pricing method.	1	Illustrations	Illustrations

<b>Module 4</b>	<b>Labour Costs: Accounting and Control</b>	<b>10 Hrs</b>		
1.	Introduction - Direct Labour and Indirect Labour - Organization for Labour Control - Wage Systems - Incentives Wage Plans - Work Study - Job Evaluation and Merit Rating - Time and Motion Study- Labour Turnover - Treatment of Labour Cost Related Items	2	Lecture & illustrations	Question and Answer
2.	- Methods of Remunerating Labour - Time and Piece Rate System - Halsey and Rowan Premium Systems - Taylor and Merricks differential piece rate system	8	Lecture & illustrations	Question and Answer
<b>Module 5</b>	<b>Overheads Distribution</b>	<b>12 Hrs</b>		
1.	Concept - Classification of Overheads - Factory Overhead - Fixed, Semi - Variable and Variable - Factory Overheads - Accounting and Distribution - Collection and Codification of Factory Overheads -	1 Hr	Illustrations	Illustrations
2.	Allocation and apportionment of factory overheads	4 Hrs	Illustrations	Illustrations
3.	Apportionment of service departments - Overheads to producing departments (Repeated and Simultaneous Equation Method)	5 Hrs	Illustrations	Illustrations
4.	Absorption of Factory Overhead (Machine Hour Rate) - Selecting an absorption Rate	2 Hrs	Illustrations	Illustrations
<b>Module 6</b>	<b>Reconciliation of Cost and Financial Accounts</b>	<b>10 Hrs</b>		
1.	Need for reconciliation- Reasons for difference in Profits - Method or procedure of Reconciliation	2 Hrs	Lecture	Question and Answer
2.	Problems on Reconciliation of cost and financial accounts	8 Hrs	Illustrations	Illustrations

**Books for Reference:**

- ❖ Colin Drury: Management and Cost Accounting
- ❖ Dr. S. N. Maheshwari: Cost Accounting.
- ❖ JawaharLal: Cost Accounting.
- ❖ M. N. Arora: Cost Accounting.
- ❖ Nigam: Theory and Techniques of Cost Accounting.
- ❖ Ravi M Kishore: Cost Management.
- ❖ S. P. Jain & K. L. Narang: Cost and Management Accounting.