

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

**LESSON PLAN (MODULE WISE)**

**PROGRAM: B.Com (Travel & Tourism)**

**SEMESTER: IV**

**SUBJECT & CODE: C2 15 MC 401: COST ACCOUNTING**

**Lecture Hours: 60**

**OBJECTIVE:**

To familiarize and acquire adequate knowledge 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>	<p style="text-align: center;"><b><u>BASIC COST CONCEPTS &amp; CLASSIFICATION</u></b></p> <p><b>Objective:</b> To understand the Basics of Cost and Management Accounting, its objects, advantages, methods and techniques. To understand the meaning and to differentiate between Cost, Expenses and Losses. To know the classification of costs and the preparation of Cost Sheet.</p>	<b>Total 14</b>		
1.	Meaning of Cost Accounting, Costing, Cost Accountancy, Cost and Management Accounting,	1	Lecture	Question and Answer/ Quiz
2.	Objectives of Cost Accounting, Cost Accounting Vs Financial Accounting, Cost Accounting Vs Management Accounting,	1	Lecture	Question and Answer
3.	Advantages of Cost Accounting, Methods of Costing, Techniques or Types of Costing,	1	Lecture	Question and Answer

4.	Cost Units - Meaning and purpose, Cost Centres - Meaning and purpose,	1	Lecture	Question and Answer
5.	Cost Accounting Departments, Brief note on Cost Audit Records and Report Rules.	1	Lecture	Question and Answer/ Assignment
6.	Meaning of Cost, Expenses and Losses, Classification of Costs based on behavior, output, degree of traceability to the product,	1	Lecture	Question and Answer/ Quiz
7.	Classification of cost on the basis of association with the product, on the basis of functions and on the basis of controllability.	1	Lecture	Question and Answer
8.	Problems on Cost Sheet	4	Lecture, and Problem - Solving	Question and Answer/ Test
9.	Meaning of Tenders and quotations. Problems on preparation of quotations	1	Lecture, and Problem - Solving	Question and Answer
10.	Meaning of Job and Batch Costing - Problems on them. Problems on Job and Batch Costing.	2	Case Study, Lecture, Problems and Solutions	Question and Answer
<b>MODULE 2</b>	<b><u>MATERIAL CONTROL &amp; MATERIAL COSTING</u></b> <b>Objective:</b> To prepare Stores Ledger under FIFO, LIFO, Simple and Weighted Average Method.	<b>Total</b> <b>10</b>		
1.	Meaning of Material and Material Control, Concepts and Objectives of Material Control, Organization for Material Control.	1	Lecture	Question and Answer

2.	Purchasing and Receiving Procedure, Issues in material procurements, Stores organization, inventory shortages and overages and Inventory control	1	Lecture, and Problem - Solving	Question and Answer
3.	Calculations of Stock levels and EOQ with or without discount.	3	Lecture, and Problem - Solving	Question and Answer
4.	Preparation of Stores Ledger under FIFO, LIFO, Simple Average and Weighted Average Methods.	5	Lecture, Case Study, and Problem - Solving	Question and Answer/ Test
5.	Pricing of Materials returned to vendor, Pricing of materials returned to storeroom and selection of a material pricing method.	1	Lecture, and Problem - Solving	Question and Answer
<b>MODULE 3</b>	<b><u>LABOUR COSTS - ACCOUNTING &amp; CONTROL</u></b> <b>Objective:</b> To understand the treatment of labour cost related items and the methods of remunerating labour.	<b>Total 10</b>		
1.	Meaning - Definition - Direct Labour, Indirect Labour, Organization for labour control - Wage systems - Incentive wage plans,	1	Lecture, and Discussion	Question and Answer
2.	Meaning of Work study, Job Evaluation and Merit Rating,	1	Lecture, and Discussion	Question and Answer
3.	Time and Motion Study and Labour Turnover. Treatment of Labour cost related items.	1	Lecture, and Discussion	Question and Answer
4.	Methods of remunerating labour - Time and Piece Rate System, Halsey and Rowan Premium systems, Taylor and Merrick's differential piece rate system.	1	Lecture, and Discussion	Question and Answer/Test

5.	Problems on - Time and Piece Rate System,	1	Lecture, and Problem - Solving	Question and Answer
6.	Problems on - Halsey and Rowan Premium systems, Taylor and Merrick's differential piece rate system.	1	Lecture, and Problem - Solving	Question and Answer
7.	Problems on - Time and Piece Rate System, Halsey and Rowan Premium systems, Taylor and Merrick's differential piece rate system.	4	Lecture, Case study and Problem - Solving	Question and Answer
<b>MODULE 4</b>	<p style="text-align: center;"><b><u>OVERHEAD DISTRIBUTION</u></b></p> <p><b>Objective:</b> To understand the meaning of Overhead, its classification, allocation and apportionment. To allocate and apportion factory overheads, to apportion service department overheads to production departments.</p>	<b>Total 15</b>		
1.	Meaning of Overheads, Classification of overheads, Collection and codification of overheads.	1	Lecture, and Discussions	Question and Answer
2.	Allocation and apportionment of factory overheads and Apportionment of Service Department overheads to producing departments.	2	Lecture, and Discussions	Question and Answer
3.	Problems on allocation and apportionment of factory overheads	3	Lecture, and Problem - Solving	Question and Answer
4.	Problems on apportionment of Service Department overheads by Repeated and Simultaneous Equation Method.	5	Lecture, and Problem - Solving	Question and Answer
5.	Apportionment of factory overheads by Machine hour rate method and Selecting an absorption rate.	2	Lecture, Case Study and Problem - Solving	Question and Answer

6.	Problems on Machine Hour Rate	2	Lecture, and Problem - Solving	Test/Quiz/MCQ
<b>MODULE 5</b>	<b><u>RECONCILIATION OF COST &amp; FINANCIAL ACCOUNTS</u></b> <b>Objective:</b> To understand transport costing and different types of charges such as standard, maintenance and running.			
1.	Meaning of transport costing	1	Lecture, and Discussions	Question & Answer
2.	Problems on Standing charges, maintenance charges and running charges	7	Lecture, and Problem - Solving	Question & Answer
<b>MODULE 6</b>	<b><u>RECONCILIATION OF COST &amp; FINANCIAL ACCOUNTS</u></b> <b>Objective:</b> To understand the need and reasons for differences in profits as per cost & financial accounts and preparation of reconciliation statement and memorandum reconciliation account.	<b>Total</b> <b>8</b>		
1.	Need for reconciliation, Reasons for differences in profits,	1	Lecture and Discussions	Question and Answer
2.	Problems on preparation of reconciliation statement as per cost and financial accounts.	4	Lecture, and Problem - Solving	Question and Answer
3.	Problems on preparation of memorandum reconciliation accounts.	3	Lecture, and Problem - Solving	Question and Answer/Test /MCQ

**BOOKS FOR REFERENCE:**

- ❖ *Colin Drury: Management and Cost Accounting.*
- ❖ *Nigam: Theory and Techniques of Cost Accounting.*
- ❖ *S. P. Jain & K L Narang: Cost and Management Accounting.*
- ❖ *Dr. S. N. Maheshwari: Cost Accounting.*
- ❖ *JawaharLal: Cost Accounting.*
- ❖ *M. N. Arora: Cost Accounting*
- ❖ *Sunetra Roday: Tourism Operation and Management.*

**PROBABLE DATES & NATURE OF CIA:**

1. First CIA (10 marks): Between November 28th – December 5<sup>th</sup>, 2018 – MCQ test on Moodles.
2. Mid Term Exams (20 marks): January third week, 2019.
3. Second CIA (10 marks): Between February 20th - 28<sup>th</sup>, 2019 – Assignment/Project.

Prepared By:

Approved By:

**Poornima V**  
**Assistant Professor**  
**St. Joseph's College of Commerce (Autonomous)**  
**Bengaluru 560025**

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