

St. Joseph's College of Commerce

(Autonomous)

163, Brigade Road, Bengaluru - 560 025

Accredited with 'A++' Grade (4th Cycle) by the
National Assessment and Accreditation Council (NAAC)

Recognized by the UGC as
"COLLEGE WITH POTENTIAL FOR EXCELLENCE"



Bachelor of Commerce (Honours)

Semester III & IV

Syllabus as per National Education Policy 2020

Curriculum Framework w.e.f., 2021-2022

Academic year 2022 - 2023

St. Joseph's College of Commerce

(An Autonomous Institution affiliated to Bengaluru City University)

St. Joseph's College of Commerce (SJCC) was formerly a part of St. Joseph's College, established in the year 1882. The college management was later transferred to the Jesuits. The Commerce Department was established in the year 1949 and it became an independent college with its own building in Brigade Road in the year 1972.

The college has in its Vision a model for higher education which encourages individuals to dream of a socially just world and in its Mission a strategy to empower individuals in realizing that dream.

With an objective of imparting quality education in the field of Commerce and Management, the college has been innovating in all aspects of higher education over a long period of time. These innovations were further bolstered with the granting of autonomous status to the college by UGC in September 2005. From then on, the college has taken a lead in reforming curriculum and syllabus, examination and evaluation pattern and teaching and learning methods through the Board of Studies, the Academic Council and the Governing Council comprising of eminent academicians, industry representatives and notable alumni.

The college has undergone four cycles of NAAC accreditation starting from the year 2000 in which it secured 'five stars', next in the year 2007 an 'A' grade, in the year 2012 again an 'A' grade and recently in February 2021 an 'A++'. It is one of the very few institutions in the country to have secured A++ grade in the fourth cycle under the Revised Accreditation Framework (RAF) and the first college in Karnataka to do so. The college was declared as a 'College with Potential for Excellence' in the year 2010. In 2011, SJCC was recognized as a Research Centre by Bangalore University. The college has been ranked 74th in the National Institutional Ranking Framework (NIRF) ratings of Ministry of Education, Government of India, in 2021 and it has been the only institution from Karnataka to make it consistently to the top 100 in the country.

The college offers diverse Honours programmes in Commerce and Business Administration. Under Commerce Studies it offers B.Com, B.Com (Professional-International Accounting and Finance), B.Com (BPM- Industry Integrated), B.Com (Travel and Tourism), B.Com (Analytics), B.Com (Professional - Strategic Finance), M.Com (Finance & Taxation/ Marketing & Analytics), M.Com (International Business) & M.Com (Financial Analysis). Under Business Administration it offers BBA, BBA (Entrepreneurship) and BBA (Professional- Finance and Accountancy). The college also offers six one-year Post Graduate Diploma programmes.

ABOUT THE DEPARTMENT

The B.Com Department of St. Joseph's College of Commerce has efficiently streamlined all its courses to reflect an interdisciplinary approach to understanding the contemporary business environment. Its aim is to construct a strong foundation in core subjects such as Accounting, Taxation, Economics, Statistics, Auditing along with a choice of Cost Accounting, Finance, Business Analytics, Marketing and Human Resources, studied in the fifth and sixth semester. The courses are challenging, yet, rewarding for students with high aspirations. Our students have been sought after by employers for their excellent knowledge, skills and attitude, giving them an edge over their peers from other institutions. The B.Com Programme of the college is rated amongst the top 10 in the country. (India Today, AC Nielson Survey 2016).

OBJECTIVES OF THE B.COM - HONOURS PROGRAMME

1. To provide conceptual knowledge and application skills in the domain of Commerce studies.
2. To provide knowledge in all the areas of business to be able to meet expectations of Commerce, Trade and Industry.
3. To sharpen the students' analytical and decision-making skills.
4. To provide a good foundation to students who plan to pursue professional programmes like CA, ICWAI, ACS, CFA and MBA.
5. To facilitate students to acquire skills and abilities to become competent and competitive in order to be assured of good careers and job placements.
6. To develop entrepreneurship abilities and managerial skills in students so as to enable them to establish and manage their own business establishments effectively.
7. To develop ethical business professionals with a broad understanding of business from an interdisciplinary perspective.

Salient Features of four-year Bachelor of Commerce Programme with Multiple Entry and Exit Options

1. The regulations governing the four-year Bachelor of Commerce Programme with Multiple Entry and Exit Options shall be applicable with effect from the Academic year 2021-2022.
2. The Bachelor of Commerce Programme shall be structured in a semester mode with multiple exit options:

Certificate in Commerce	On the completion of First Year (<i>two semesters</i>)
Diploma in Commerce	On the completion of Second Year (<i>four semesters</i>)
Basic Bachelor Degree	On the completion of Third Year (<i>six semesters</i>)
Bachelor Degree with Honours	On the completion of Fourth Year (<i>eight semesters</i>)

3. The four-year undergraduate honours degree holders with research component and a suitable grade are eligible to enter the *Doctoral Programme* in a relevant discipline.
4. The students who exit with Certification, Diploma or Basic Bachelor Degree shall be eligible to re-enter the programme at the exit level to complete the programme or to complete the next level.
5. The four-year Bachelor of Commerce Programme offers a wide range of multidisciplinary courses with exposure to other disciplines, specializations and areas. The programme aptly caters to knowledge, ability, vocational, professional and skill enhancement along with focus on humanities, arts, social, physical and life sciences, mathematics, sports etc.
6. The four-year Bachelor of Commerce Programme combines conceptual understanding with practical engagement through lab courses, national and international field visits, internship, conferences, workshops, seminars, case study analysis, group discussions and research projects.
7. A wide range of *Skill Enhancement Courses* are offered in the first four semesters to enhance language and communication, logical reasoning, critical thinking, problem solving, data analytics and life skills.
8. In each of the first four semester students will have an option of studying a course from other disciplines. Students will be given an option to choose from a pool of *Open Elective Courses* that provide exposure to multiple disciplines and thereby making the programme truly multi-disciplinary.
9. Students can make a choice of a *specialization/elective* in the 3rd and the 4th year of the programme.

I. ELIGIBILITY FOR ADMISSION

Candidates who have completed the two-year Pre-University course of Karnataka State or its equivalent are eligible for admission into this Programme.

II. DURATION OF THE PROGRAMME

The duration of the undergraduate degree programme is *four years* (eight semesters) with multiple entry and exit options, within this period. The students can exit after the completion of *one* academic year (two-semesters) with a *Certificate* in the discipline; *Diploma* after the study of *two* academic years (four Semesters) and *Basic Bachelor Degree* after the completion of *three*

academic years (six Semesters). The successful completion of *Four-Year* undergraduate Programme would lead to *Bachelor Degree with Honours in the discipline*.

III. MEDIUM OF INSTRUCTION

The medium of instruction shall be English.

IV. ATTENDANCE

- a. A student shall be considered to have satisfied the requirement of attendance for the semester, if he/she has attended not less than 75% in aggregate of the number of working periods in each of the courses, compulsorily.
- b. A student who fails to complete the course in the manner stated above shall not be permitted to take the End Semester Examination.

V. SUBJECTS OF STUDY: THE COMPONENTS OF CURRICULUM FOR FOUR-YEAR MULTIDISCIPLINARY UNDERGRADUATE B.COM PROGRAMME

The category of courses and their descriptions are given in the following table:

Category of Courses	Objectives/ Outcomes
Languages	Language courses equip students with communication skills, critical and creative thinking, familiarity with issues pertaining to society and culture and skills of expression and articulation. They also provide students with a foundation for learning other courses.
Ability Enhancement Courses	Ability enhancement courses are the generic skill courses that enable students to develop a deeper sense of commitment to oneself and to the society and nation largely.
Skill Enhancement Courses	Skill Enhancement Courses enhance skills pertaining to a particular field of study to increase their employability/ self-employment. These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge.
Vocational Enhancement courses	Vocational Enhancement courses enhance skills pertaining to a particular field of study to increase their employability/ self-employment.
Foundation/ Discipline based Introductory Courses	These courses will supplement in a better understanding of how to apply the knowledge gained in classrooms to societal issues.
Major Discipline Core Courses	Major Discipline Core Courses aim to cover the basics that a student is expected to learn in that particular discipline. They provide fundamental knowledge and expertise to

	produce competent and creative graduates with a strong scientific, technical and academic acumen.
Major Discipline Elective Courses	These courses provide more depth within the discipline itself or within a component of the discipline and provide advanced knowledge and expertise in an area of the discipline.
Open or Generic Elective Courses	Open or Generic Elective Courses are courses chosen from an unrelated discipline/ subject, with an intention to seek exposure beyond discipline/s of choice.
Project work/ Dissertation/ Internship/ Entrepreneurship	Students shall carry out project work on his/her own with an advisory support by a faculty member to produce a dissertation/ project report. Internship/ Entrepreneurship shall be an integral part of the Curriculum.
Extension Activities	As part of the objective of Social Concern, the College has designed a well-structured Community Outreach programme of sixty hours called 'Bembala' (Support). The programme includes rural camps, workshops, lectures and seminars, teaching programme in Govt Schools or Colleges, community service in slums and villages, awareness programme in streets, localities, slums or villages and public rallies on social issues. The College expects the students to be part of the activities organized by the College towards securing the goal of Social Concern. This programme is mandatory for the award of degree from the college.
Extra/Co-curricular Activities	The College has a wide range of student associations and clubs that provide space for students to develop their creative talents. The activities conducted help in developing not just the artistic and entrepreneurial talents but also helps in character building, spiritual growth, physical growth, etc. They facilitate development of various domains of mind and personality such as intellectual, emotional, social, moral and aesthetic developments. Creativity, enthusiasm, and positive thinking are some of the facets of personality development and the outcomes of these activities.

VI. CREDIT REQUIREMENT

Credits represent the weightage of a course and are a function of teaching, learning and evaluation strategies such as the number of contact hours, the course content, teaching methodology, learning expectations, maximum marks etc.

Exit Option	Minimum Credit Requirement*
Certificate in Commerce	50
Diploma in Commerce	100
Basic Bachelor Degree	148
Bachelor Degree with Honours	190

*Credits are subject to change as per the NEP guidelines

VII. TEACHING & EVALUATION

M.Com/MBA/MFA/MBS/MTA graduates with B.Com, B.B.A & B.B.S as basic degree from a recognized university are only eligible to teach and to evaluate the courses including part - B courses of I and II semesters (except languages, compulsory additional courses and core Information Technology related courses) mentioned in this regulation. Languages and additional courses shall be taught by the graduates as recognized by the respective board of studies.

VIII. EXAMINATION & EVALUATION

CONTINUOUS FORMATIVE EVALUATION/ INTERNAL ASSESSMENT

Total marks for each course shall be based on continuous assessment and semester end examinations. As per the decision taken at the Karnataka State Higher Education Council, the total marks for CIA and ESE as per NEP will be 40:60.

TOTAL MARKS FOR EACH COURSE	100%
Continuous Internal assessment - CIA 1	20% marks
Continuous Internal assessment - CIA 2	20% marks
End Semester Examination (ESE)	60% marks

EVALUATION PROCESS OF INTERNAL ASSESSMENT MARKS SHALL BE AS FOLLOWS:

- a) The first component (CIA 1) of assessment is for 20% marks. The second component (CIA 2) of assessment is for 20% marks.
- b) During the end of the semester, end semester examination shall be conducted by the college for each course. This, forms the third and final component of assessment (C3) and the maximum marks for the final component will be 60%.
- c) The students shall be informed about the modalities well in advance. The evaluated assignments during component I (CIA 1) and component II (CIA 2) are immediately provided to the students.
- d) The marks of the total internal assessment shall be published on the ERP for students at the end of semester.
- e) The internal assessment marks shall be submitted to the COE as per the date mentioned.
- f) There shall be no minimum in respect of the internal assessment marks.

- g) Internal assessment marks may be recorded separately. A student who has failed, shall retain the internal assessment marks as there will be no change in the CIA results scored.

MINIMUM FOR A PASS

- a. A student needs to get 40% in the end semester examination and in addition the student also should get an aggregate of overall 40% inclusive of his internal assessment to be declared as passed.
- b. The student who is passed in all the end semester examinations in the first attempt is eligible for rank
- c. A student who passes the semester examinations in parts or attempted supplementary exams is eligible for only Class and CGPA but not for ranking.
- d. The results of students who have passed the last semester examinations but not passed the lower semester examinations shall be eligible for the degree only after completion of all the lower semester examinations.
- e. If a student fails in a subject, either in theory or practical's he/she shall appear for that subject only at any subsequent regular examination, as prescribed for completing the programme. He/she must obtain the minimum marks for a pass in that subject (theory and practical's separately) as stated above.

CARRY OVER

Students who fail in lower semester examinations may go to the higher semesters and take the lower semester examinations as per odd or even semester in the next consecutive chance.

CLASSIFICATION OF SUCCESSFUL CANDIDATES

The ten-point grading system is adopted. The declaration of result is based on the Semester Grade Point Average (SGPA) earned towards the end of each semester or the Cumulative Grade Point Average (CGPA) earned towards the completion of all the eight semesters of the programmes and the corresponding overall grades. If some students exit at the completion of the first, second or third year of the four-year Undergraduate Programmes, with Certificate, Diploma or the Basic Degree, respectively, then the results of successful candidates at the end of second, fourth or sixth semesters shall also be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in the two, four, six or eight semesters, respectively. For award of;

- Certificate in Business Commerce
- Diploma in Business Commerce
- Basic Bachelor's Degree in Business Commerce
- Bachelor's Degree with Honours in a Discipline

TRANSFER FOR ADMISSION

Transfer for admission is permissible only for odd semesters for students of

other universities and within the university.

CONDITIONS FOR TRANSFER OF ADMISSION OF STUDENTS WITHIN THE UNIVERSITY

- a. His/ her transfer admission shall be within the intake permitted to the college.
- b. Availability of same combination of subjects studied in the previous college.
- c. He/she shall fulfill the attendance requirements as per the University Regulation.
- d. He/she shall complete the programme as per the regulation governing the maximum duration of completing the programme.

CONDITIONS FOR TRANSFER ADMISSION OF STUDENTS OF OTHER UNIVERSITIES

- a. A Student migrating from any other University may be permitted to join odd semester of the degree programme provided he/she has passed all the subjects of previous semesters/years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of the University.
- b. His/her transfer admission shall be within the intake permitted to the college.
- c. He/she shall fulfill the attendance requirements as per the University Regulation.
- d. The student who is migrating from other Universities is eligible for overall SGPA/CGPA or Class and not for ranking.
- e. He/she shall complete the programme as per the regulation governing the maximum duration of completing the programme as per this regulation.

Outcome Based Education (OBE)

B.Com (Honours)

Program Educational Objectives (PEO)

Our B.Com (Honours) program will produce graduates who will:

PEO1: Be competent, creative and highly valued professionals in industry, academia, or government.

PEO2: Adapt to a rapidly changing environment with newly learnt and applied skills and competencies, become socially responsible and value driven citizens, committed to sustainable development.

PEO3: Act with conscience of global, ethical, societal, ecological and commercial awareness with sustainable values as is expected of professionals contributing to the country.

PEO4: Able to continue their professional development by obtaining advanced degrees in accounting and other professional fields.

Programme Outcomes (PO)

After the completion of the **B.Com (Honours)** Programme, the student will be able to:

PO1: Disciplinary and Inter - disciplinary Knowledge

Demonstrate the **understanding** of relevant business, management and organization knowledge, both academic and professional, in line with industry standards.

PO2: Decision Making Skill

Apply underlying concepts, principles, and techniques of analysis, both within and outside the discipline to generate all the possible solutions and picks one that shows their understanding of the problem and the outcomes.

PO3: Integrated Problem-solving and Research

Analyze how parts of a whole interact with each other to produce overall outcomes in complex systems by analyzing key managerial issues in a particular industry or company and propose appropriate managerial solutions to the situation.

PO4: Critical Thinking Skill

Evaluate evidence, arguments, claims and beliefs by using right type of reasoning as appropriate to the situation and Analyze how parts of a whole interact with each other to produce overall outcomes in complex systems

PO5: Creative Thinking Skill

Develop, implements and communicates new and worthwhile ideas using both incremental and radical concepts to make a real and useful contribution to their work

PO6: Usage of Modern Technology and Tools

Use tools and technologies of digital nature, communication/networking tools and social networks appropriately to access, manage, integrate, evaluate and create information to successfully function in a knowledge economy

PO7: Leadership and Team Work

Develop a vision, translate that vision into shared goals, and effectively work with others to achieve these goals.

PO8: Ethical Conduct and Sustainability Practices

Act responsibly and sustainably at local, national, and global levels

PO9: Collaboration and Networking Skill

Work collaboratively and respectfully as members and leaders of diverse teams

PO10: Self-directed and Life - long Learning

Create goals and monitor progress toward them by developing an awareness of the personal, environmental and task-specific factors that affect attainment of the goals.

Programme Specific Outcomes (PSOs)

PSO11: Integrative Experience and Experiential Learning

Develop significant and experimental components that focus on the critical assessment of specific phenomena in the sphere of Commerce.

PSO12: Global Perspectives in Multicultural Environment

Create an environment to facilitate effective communication and team work with people of different nationalities and cultures, demonstrating respect for social, cultural and linguistic diversity.

B.COM - HONOURS PROGRAMME									
PROGRAMME MATRIX AS PER NATIONAL EDUCATION POLICY									
Course Category	I	II	III	IV	V	VI	VII	VIII	TOTAL
Part A : Ability Enhancement Compulsory Courses									
Language 3 Hrs/3 Cr	Lan 1	Lan 1	Lan 1	Lan 1	-	-	-	-	
	Lan 2	Lan 2	Lan 2	Lan 2	-	-	-	-	
Compulsory Course 2 Hrs/2 Cr	-	Environmental Studies	-	Indian Constitution	-	-	-	-	
I	6 Cr	8 Cr	6 Cr	8 Cr	-	-	-	-	28
Part B: Core Courses									
Discipline Specific Core Courses 4 Hrs/4 Cr	Financial Accounting	Corporate Accounting	Financial Management	Cost Accounting	Income Tax I	Income Tax II	Corporate Tax	Business Data Analysis	
	Principles of Management	Marketing Management	Human resource Management	Theory and Practice of Banking	Advanced Cost Accounting	Management Accounting	Mergers, Acquisition & Corporate Restructuring	Forex Management	
	Business Economics	Business Law	Financial Reporting	Principles and Practice of Auditing	Company Law and Secretarial Practice	Entrepreneurial Development Practices	Strategic Cost Management	Business Information System	
Open Electives Course (OEC) 3 Hrs/ 3 Cr	Choice of Course	Choice of Course	Choice of Course	Choice of Course	-	-	-	-	
Discipline Specific Elective 3 Hrs/3 Cr	-	-	-	-	Elective Paper	Elective Paper	Elective Paper	Elective Paper (Optional)	
	-	-	-	-	-	-	-	Elective Paper (Optional)	
SEC - SB 2 Cr	Digital Fluency	-	Artificial Intelligence	-	Choice of course	Choice of course	-	-	
VEC 3 Cr	-	-	-	-	Choice of Course	Choice of Course	Choice of Course	Choice of Course	
Research Methodology 3 Cr	-	-	-	-	-	-	Research Methodology	-	
Internship 2 Cr	-	-	-	-	Internship 1	Internship 2	-	-	
Research Project/Internship 6 Cr	-	-	-	-	-	-	-	Research Project/ Internship (Optional)	
II	17 Cr	15 Cr	17 Cr	15 Cr	22 Cr	22 Cr	21 Cr	21 Cr	150
Part C: Skill Enhancement Course - Value Based									
Foundation Course Extension and Extracurricular Activities 2 Cr	Psychological Well being	Extension Activities 1 Cr	Yoga	Extension Activities 1 Cr	Extension Activities 1 Cr	Extension Activities 1 Cr	-	-	
		Extracurricular Activities 1 Cr		Extracurricular Activities 1 Cr	Extracurricular Activities 1 Cr	-	-		
III	2 Cr	2 Cr	2 Cr	2 Cr	2 Cr	2 Cr	-	-	12
Total	25 Cr	25 Cr	25 Cr	25 Cr	24 Cr	24 Cr	21 Cr	21 Cr	190
Exit Option	Certification in Commerce		Diploma in Commerce		Basic Bachelor Degree		Bachelor Degree with Honours		

Bachelor of Commerce
Semester Structure as per National Education Policy

SEMESTER III

SL. No.	Course Code	Title of the Course	Category of Course	Teaching Hour per Week (L+T+P)	ESE	CIA	Total Marks	Credits
1	Language 1		AECC	3+1+0	60	40	100	3
	C1 21 KN 301	Kannada						
	C1 21 HN 301	Hindi						
	C1 21 AE 301	Additional English						
2	Language 2		AECC	3+1+0	60	40	100	3
	C1 21 GE 301	General English						
3	C1 21 DC 301	Financial Management	DSC-4	3+1+2	60	40	100	4
4	C1 21 DC 302	Human Resource Management	DSC-5	4+0+0	60	40	100	4
5	C1 21 DC 303	Financial Reporting	DSC-6	4+0+0	60	40	100	4
6		Open Electives*	OEC-2	3+1+0	60	40	100	3
7	C1 21 SB 301	Artificial Intelligence in Accounting and Auditing	SEC-SB	1+0+2	25	25	50	2
8	UG 21 FC 301	Yoga	SEC-VB	1+0+2	-	50	50	2
SUB TOTAL (A)					390	310	700	25

* Open Elective Courses are courses from an unrelated discipline/ subject, with an intention to seek exposure beyond discipline/s of choice.

Bachelor of Commerce
Semester Structure as per National Education Policy

SEMESTER IV

SL. No.	Course Code	Title of the Course	Category of Course	Teaching Hour per Week (L+T+P)	ESE	CIA	Total Marks	Credits
1	Language 1		AECC	3+1+0	60	40	100	3
	C1 21 KN 401	Kannada						
	C1 21 HN 401	Hindi						
	C1 21 AE 401	Additional English						
2	Language 2		AECC	3+1+0	60	40	100	3
	C1 21 GE 401	General English						
3	UG 21 CC 401	Indian Constitution	AECC	1+1+0	25	25	50	2
4	C1 21 DC 401	Cost Accounting	DSC-4	3+1+2	60	40	100	4
5	C1 21 DC 402	Theory and Practice of Banking	DSC-5	4+0+0	60	40	100	4
6	C1 21 DC 403	Principles and Practice of Auditing	DSC-6	4+0+0	60	40	100	4
7		Open Electives*	OEC-2	3+1+0	60	40	100	3
8	UG 21 EA 401	Extension Activities	SEC-VB	0+0+2	-	25	25	1
9	UG 21 EC 401	Extra-Curricular Activities	SEC-VB	0+0+2	-	25	25	1
SUB TOTAL (A)					390	310	700	25

* Open Elective Courses are courses from an unrelated discipline/ subject, with an intention to seek exposure beyond discipline/s of choice.

SEMESTER - III

C1 21 DC 301: FINANCIAL MANAGEMENT

COURSE OBJECTIVES:

The course is devised with the aim to familiarise the student with the basic theories and practices of funding, allocating and managing Financial Resources of a firm

Module - 1: Financial Management **4 Hrs**

Finance Function – Aims of Finance Function – Financial Management - Goals of Financial Management – Financial Decisions - Importance of Sustainable finance. Environmental, Social, Governance (ESG) , Business ethics- integrity- security and information for finance managers. Use of technology in Finance.

Module - 2: Financing Decisions: Cost of Capital **12 Hrs**

Meaning – Computation of Cost of Capital – Cost of Equity Preference – Debt - Cost of Retained Earnings – Weighted Average Cost of Capital and Marginal Cost of Capital.

Module - 3: Financing Decisions: Capital Structure **10 Hrs**

Meaning of Capital Structure – Optimum Capital Structure – Factors determining Capital structure – Leverages - Operating leverage – Financial leverage and combined leverage – Problems - Point of Indifference.

Module - 4: Investment Decisions **16 Hrs**

Capital Budgeting – Meaning – Significance – Capital Budgeting process – Payback period – ARR – Net present values – IRR Method – Profitability Index and Capital Rationing (Concept only).

Module-5 : Dividend Decisions **8 Hrs**

Meaning – Types of dividend policies – Factors influencing dividend policy – Forms of dividends. Dividend relevance theories – Walter’s Model and Gordon’s Model. Dividend irrelevance theories
– Modigliani Miller Model.

Module-6 : Working capital management **10 Hrs**

Working capital: Meaning – Concepts of working capital – Factors influencing Working Capital requirement – Components of working capital – Profitability/Liquidity tradeoff. Working Capital – Investment policy – Financing Policy.

Cash Management: Meaning – Importance – Factors affecting cash balances– Motives of holding cash – Objectives of cash management– Difficulties and Means of cash management.

Receivables Management: Meaning – Purpose – Determinants – Tools for receivables management – Ageing schedule.

Inventory Management: Meaning and Importance – Cost of holding inventory– Tools – EOQ – Fixing different inventory levels – ABC analysis – FSN – VED – JIT – Periodic inventory valuation – Perpetual inventory valuation (concepts only).

Skill Development

(These activities are only indicative, the Faculty member can innovate)

Role Play as a Finance Manager in a given decision making situation.

Prepare a Capital Budget for your new Business.

Evaluate the NPV of an investment made in any one of the capital projects with imaginary figures for 5 years.

Prepare an aging schedule of debtors with imaginary figures.

Analyse the Capital Structure of companies in different industries.

Compare & Contrast various dividend policy practices of certain companies in India.

COURSE OUTCOMES

After the Course the students will be able to:

1. Describe both theoretical and practical role of financial manager in business corporations.
2. Compute the cost of capital of specific sources of capital and the overall cost of capital.
3. Design an optimum capital structure for an hypothetical firm.
4. Evaluate investment decisions by using capital budgeting techniques.

5. Analyze the implication of dividend policy of a listed company with live financials.
6. Evaluate the role of working capital management in meeting firm's strategic objectives and its value creation.

Books for Reference

- *M. Pandey: Financial Management, Vikas Publishers, New Delhi.*
- *James C. Vanhorne: Financial Management.*
- *Khan & Jain: Financial Management, Tata Mcgraw Hill, NewDelhi.*
- *P. N. Reddy & Appanaiah: Financial Management, Himalaya Publishers, Bombay.*
- *Prasanna Chandra: Financial Management, Tata McGraw Hill, New Delhi.*
- *S. N. Dorai Raj: Financial Management, Kalyani Publishers, New Delhi.*
- *S. N. Maheswari: Financial Management, Sulchand & Co., New Delhi.*
- *Sharma & Sashi Gupta: Financial Management.*

SEMESTER - III

C1 21 DC 302: HUMAN RESOURCES MANAGEMENT

COURSE OBJECTIVES:

The course is conceptualised to acquaint the students with the basic skills required in managing people in an organisation

Module - 1: Brief Introduction to Human Resources Management (HRM) 8 Hrs

HRM - Meaning, Importance, Objectives, Functions and Process, Structure of the HR department - HRM Governance.

Module - 2: HR Planning, Recruitment, Selection & Induction, Training & Development 14 Hrs

HRP: Objectives, and Benefits, Process of HRP, Challenges in HRP.

Recruitment: Definition, Objectives, factors affecting recruitment, sources of Recruitment and techniques of recruitment.

Selection: Meaning and definition, significance, selection procedures,

Placement: Meaning and definition

Induction: Meaning, definition, process and importance.

Training & Development: Meaning, Importance, Benefits, Need, Training Methods & Techniques, Evaluation of Training Programmes, Training Management Systems & Processes. Difference between training & development.

Module - 3: Performance Appraisals and Career Management 10 Hrs

Performance Appraisal: Meaning, objectives, Importance. Process, methods (Traditional and Modern methods), essentials of a sound appraisal system -, problems of performance appraisal.

Career Planning & Development: Definition, importance, career stages, process of career planning and development. Establishing a career development system - actions and pre-requisites.

Succession planning: Meaning and importance, Differences in HRP and Succession Planning.

Employee Engagement: Meaning, Definition, Importance and strategies to improve employee engagement. Difference between employee engagement and employee satisfaction.

Attrition: Meaning and reasons for Attrition, Merits and De-merits of Attrition.

Module – 4: Compensation and Reward Management

8 Hrs

Job Evaluation: Meaning, Importance and Techniques.

Compensation: Meaning, definition, concepts and objectives, Importance of an ideal compensation plan, Principles and methods of compensation fixation.

Rewards: Meaning and Importance, Types of Rewards– monetary and non-monetary rewards.

Module – 5: Human Resource Accounting & Auditing

8 Hrs

Human Resource Accounting: Meaning, Objectives, Methods – Cost Based Approach- Value Based Approach (Concepts Only) – Limitations.

Human Resource Auditing: Meaning, benefits, process, approaches to HR Audit, phases involved in HR Audit, Audit Reports.

Module 6 – Contemporary Human Resource Practices.

12 Hrs

Recent Trends in Human Resource Management: Recruitment & Selection (Predictive analysis, Social media recruiting, and Candidate experience). Training & Development (Virtual mentorship, Experiential Learning, Learner centred E – Learning), Compensation & Rewards Management (Pay Equity, Quality of Work-Life Rewards & Digital rewards)

Remote working & Gig Economy: Benefits & Challenges

Digitalization in Human Resource Management: Gamification, Artificial Intelligence and Augmented Reality, Virtual reality (concepts only)

Human Resource Analytics: Meaning, benefits, application of HR Analytics, tools for HR Analytics (Concepts only)

Human Resource Value Chain (Concept only)

Ethics in Human Resource Management: Code of Employee Conduct, Green HRM – Effect of Green HRM policies and practices.

Skill Development

(These activities are only indicative, the Faculty member can innovate)

- Chart out the methods of appraising employees of any (one) organization of your choice.
- Compare the HR policies of different companies in different sectors.
- Analyse welfare techniques for employees of different categories (Ex: Women, senior employees etc.).
- Draft the executive development plan of any company.
- Compare and contrast the different recruitment models in companies.

COURSE OUTCOMES

After completion of the course the students will be able to:

1. Illustrate the role and functions of Human Resource Manager in the capacity of practicing manager.
2. Illustrate the process of HR planning, Recruitment, selection and Induction of a hypothetical organization.
3. Compare and contrast the Training methods and techniques adopted by any two organization and evaluation of training programme.
4. Relate the implications of Performance appraisal system, Career Planning and Development and succession planning on Employees Engagement and attrition.
5. Justify the Design of Compensation and rewards in alignment with Job Evaluation. Develop a process of HR Audit and generate Audit Report.
6. Design an innovative business model or process integrated with emerging trends in HRM.

Books for Reference

- *C. B. Memoria: Personnel Management.*
- *David Bell: Personnel Management.*
- *David R Hampton: Modern Management issues and Ideas.*
- *Deepak Kumar Bhattacharya: Human Research Management*
- *K. Aswathappa: Human Resource & Personnel Management.*
- *K. K. Aheja: Personnel Management.*
- *Michael Porter: HRM and Human Relations.*
- *T. N. Chhabra & K. K. Aheja: Managing People at Work.*

SEMESTER - III

C1 21 DC 303: FINANCIAL REPORTING

COURSE OBJECTIVES:

The course intends to give the students an understanding of Accounting Standards and prepare and present the financial statement as per Ind AS requirement

Module - 1: Indian Accounting Standards and IFRS **5 Hrs**

Meaning and definition of Accounting Standards - Significance - Formation of Accounting Standards Board- Objectives and functions of Accounting Standard Board- Procedure for issuing Accounting Standards

IASB -Role of IASB in developing IFRS - Convergence to IFRS in India - Phased transition to Ind AS from 1st April 2016 onwards - Role of ICAI, NACAS & NFRA in setting Ind AS - Role of MCA in pronouncing the Ind AS - Differences between Ind AS and IFRS, IndAS and AS - Conceptual framework- Principles of recognition, measurements, presentation and disclosure. Integrated reporting - Concept only

Module - 2: Assets Based Accounting Standards - I **15 Hrs**

- Accounting for tangible non-current assets (Ind AS 16) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure -
- Inventories (IndAS 2)-Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure
- Accounting for borrowing costs Ind AS 23) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure
- Investment Property (Ind AS - 40) Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure

Module - 3: Assets Based Accounting Standards - II **15 Hrs**

- Accounting for Intangible assets (IndAS 38) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure
- Accounting for impairment of assets (IndAS 36) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure

Module - 4: Liability Based Accounting Standard **8 Hrs**

Provisions, contingent liabilities and contingent assets (Ind AS 37) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure

Module-5: Revenue Based Accounting Standard**7 Hrs**

Accounting for Government Grants and Disclosure of Government Assistance (Ind AS 20) Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure

Module - 6: Expense Based Accounting Standard**10 Hrs**

Accounting for Income Tax (IndAS 12) - Meaning, Definition, Recognition, Measurement, Presentation, Derecognition, Disclosure

Skill Development

(These activities are only indicative, the Faculty members can innovate)

- Prepare a comparative chart of Ind AS and IFRS
- Analyse the treatment of assets presented in Balance sheet of a company.
- Identify the application of Ind AS to the listed company by reference to the published annual report
- Analyse the published annual report on the basis of impact of adoption of IndAS from AS

Course Outcomes

After completion of the course the students will be able to:

1. State the objectives and uses of Accounting Standard, Formation of ASB and the role of conceptual framework of financial reporting as per the Accounting Standard in India and IFRS
2. Enumerate the Accounting for tangible non-current assets and its accounting standards as per IndAS.
3. Explain the Accounting for intangible assets, impairment of intangible assets and its accounting standards as per IndAS.
4. Describe the Accounting for provisions, contingent liabilities and assets and its accounting standards as per IndAS.
5. Illustrate the Accounting for Govt. Grants and Disclosure of government assistance and its accounting standards as per IndAS.
6. Describe the Accounting for Income Taxes and its accounting standards as per Ind AS.

Books for Reference

- C. Patel, B. Mantri, Indian Accounting Standards, Taxmann Publications.
- T. P. Ghosh, Illustrated Guide to Indian Accounting Standards, Taxmann Publications.
- B. D. Chatterjee, Illustrated Guide to Indian Accounting Standards, Taxmann Publications.

- D. D'Souza, V. Bansal, Indian Accounting Standards, Snow White Publications.
- ICAI, Study material of ICAI - Financial Reporting (Final level). IASB, IFRS (Red Book).

SEMESTER - III

C1 21 SB 301: ARTIFICIAL INTELLIGENCE IN ACCOUNTING AND AUDITING

COURSE OBJECTIVES

The course enables the students to illustrate the need and importance of applications of Artificial Intelligence in accounting and auditing and also evaluate the robotic automation process and its implication on assessment of risk and its reporting.

Module 1: Introduction to Artificial Intelligence **5 Hours**

Meaning of Artificial Intelligence - Need and importance of AI in Accounting and Auditing, Origin of Artificial Intelligence - Applications of AI, Future of AI in Business/Accounting/Auditing - Challenges and Ethical considerations of AI

Module 2: Chatbots and Speech Recognition **7 Hours**

Chatbots applications in Accounting and Auditing - Overview of IBM Watson in Auditing - Overview of Speech recognition software - Applications in Accounting and Auditing

Module 3: Robot Process Automation **8 Hours**

Introduction - Automated Inherent Risk Assessment - Automating Internal Controls Assessment - Automated procedures - Reporting and Post-audit management - Intelligent Automation of Fraud Detection and Forensic Accounting

Module 4: Machine Learning in Accounting and Auditing **10 Hours**

Machine Learning: Introduction to ML, Applications of ML, Cloud Accounting - Meaning, Types, Tools used in ML (RapidMiner), IoT: Introduction to IoT and its applications in Accounting/Auditing, Smart Analytics: Introduction, Need of Smart Analytics tool for Accounting/Auditing. Audit Software Overview and Features of audit software

COURSE OUTCOMES

After completion of the course the students should be able to:

1. Illustrate the need and importance of applications of Artificial Intelligence in accounting and auditing
2. Choose the applicability of IBM Watson, chatbot and speech recognition software on the basis of merit of the case.
3. Evaluate the robotic automation process in accounting and auditing in an organisation and its implications on assessment of risk and its reporting.
4. Examine the applicability of machine learning, Internet of Things and audit software and its suitability in the range of accounting and auditing processes.

BOOKS FOR REFERENCES

- Cory Ng and John Alarcon, Artificial Intelligence in Accounting, Publisher: Taylor & Francis Ltd, First Edition, December 2020, ISBN: 9780367431778.

- Al Naqvi, *Artificial Intelligence for Audit, Forensic Accounting, and Valuation: A Strategic Perspective*, Publisher : Wiley, USA, 1st edition, September 2020, ISBN-10 : 1119601886, ISBN-13 : 978-1119601883

SEMESTER - IV

C1 21 DC 401: COST ACCOUNTING

COURSE OBJECTIVES:

The course aims to familiarise students with adequate knowledge of basic cost concepts and costing techniques required for effective cost control.

Module 1: Basic Cost Concepts and Classification

5 Hrs

Meaning - Cost accounting - Cost accountancy - Costing - Cost accounting and management - Objectives of Cost Accounting - Cost accounting v/s Financial Accounting - Cost Accounting v/s Management Accounting - Advantages of cost accounting - Methods of costing - Techniques (types) of costing - Cost centers (Meaning and purpose) - Cost units (Meaning and importance) - Cost accounting departments - Brief note on Cost Audit Records and Report Rules. Social Responsibility in performance and TBL.

Module 2: Cost Concepts and Classification

12 Hrs

Meaning - Cost - Expenses - Losses - Classification of costs - Cost statement or cost sheet - Tender and quotation - Job and Batch Costing.

Module 3: Material Control and Material Costing

10 Hrs

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. Calculations of Stock levels and EOQ with or without discount.

Costing material received - Costing material issues (FIFO, LIFO, simple and weighted average method only) - Pricing of materials returned to vendor - Pricing of materials returned to storeroom - Selection of a material pricing method.

Module - 4: Labour Costs - Accounting and Control

10 Hrs

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 - Methods of remunerating labour - Time and piece rate system - Halsey and Rowan premium systems - Taylor and Merrick's differential piece rate system.

Module 5: Overhead Distribution

15 Hrs

Concept – Classification of overheads – Factory overhead - Fixed – Semi variable and variable – Factory overheads - Accounting and distribution – Collection and codification of factory overheads– Allocation and apportionment of factory overheads – Apportionment of service departments overheads to producing departments (repeated and simultaneous equation method) – Absorption of factory overhead (Machine hour rate) – Selecting an absorption rate.

Module 6: Reconciliation of Cost and Financial Accounts

8 Hrs

Need for reconciliation – Reasons for differences in profits – Problem on preparation of reconciliation statement and memorandum reconciliation accounts.

Skill Development

(These activities are only indicative, the Faculty member can innovate)

- Present a list of methods of costing adopted by industries located in the region.
- Prepare a list of materials consumed in any two organizations of your choice.
- Analyse different formats such as – materials requisition – purchase requisition-bin card- stores
- Ledger
- Prepare and present a wage sheet / pay roll using imaginary figures.
- Develop a list of expenses of any two companies and present the cost sheet

Course Outcomes

After completion of the course the students will be able to

1. Explain the Concepts, Methods and Techniques of Cost accounting.
2. Prepare a Cost statement/Cost sheet in accordance with cost behavior (changes in output or activity or volume).
3. Prepare store ledger using FIFO, LIFO, Simple and weighted average method as tool of material control.
4. Compute cost of labour using Time and Piece rate system – Halsey and Rowan premium system – Taylor and Merrick’s differential piece rate system as tool of Labour control.
5. Compute statement showing allocation and apportionment of overheads of service department to Producing Departments by using Repeated and simultaneous equation Methods.

6. Compute statement showing the reconciliation of cost and financial accounts.

Books for Reference

- C. 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, H
- *AmandeepKaur, PunamAgarwal – Industrial Relations*
- *M. Sarma – Aspects of labour welfare and social security.*

SEMESTER - IV

C1 21 DC 402: THEORY AND PRACTICE OF BANKING

COURSE OBJECTIVES:

The course aims to familiarize students with the banking system and to give an overview from the Indian context and latest trends in banking

Module - 1: Nature of Banking and functions of a banker **12 Hrs**

Functions of Commercial banks, Sources and employment of commercial bank funds, earning assets of a bank, Creation of credit by banks, Theories of Liquidity and profitability. Obligations and rights of a banker, Garnishee Order, Disclosure of information about customers account as required by law (KYC), Law of limitation. Corporate Governance in Banking Sector.

Module - 2: Commercial banks and central bank **8 Hrs**

Types of Banks: Scheduled and Non- Scheduled Banks, Regional Rural Banks, and Development Banks: IFCI, SFC, SIDC, ICICI, IDBI, and NABARD.

Types of Banking systems- Branch, Unit, Investment (Development), Universal (Mixed) Banking. Understand the basic purpose and functions of: Retail banking - Investment banking (securities/trading) - Corporate Banking - Private banking - Co-operative banks.

Micro Credit- Meaning and Importance, Islamic financing-Meaning and Five Basic Principles.

Regulatory Authority-RBI Quantitative and qualitative credit control measures (in detail).

Module - 3: Negotiable Instruments **10 Hrs**

Essential Characteristics of Negotiable Instruments, Promissory note, Bills of Exchange, Cheque - (meaning and features), Bearer cheques, Crossed cheques, Types of Crossing and Opening of Crossing, Demand draft, Parties to a Negotiable Instrument.

Module - 4: Paying and Collecting Banker **10 Hrs**

Precautions to be taken by a Paying banker, Protection to Paying banker in case of Order cheques, Suitable replies to dishonored cheques. Conversion by Collecting banker, Duties of Collecting banker

Module -5: Principles of Bank Lending and Managing Risk **12 Hrs**

Principles of sound lending, Credit worthiness of borrowers, Non-Performing Assets, Modes of creating charge (Lien, Pledge, Hypothecation, Mortgage and its types, Assignment) Different types of risks – Basel norms and its global impact with special emphasis on its implementation in India.

Module – 6: Latest trends in banking

8 Hrs

Phone banking- call centers- Internet banking-mobile banking- payment gateways-card technologies-MICR electronic clearing- Total branch computerization-centralized banking-electronic fund transfer-RTGSS-NEFT-Electronic money-E- cheques. Green and Sustainable Banking.

Skill Development

(These activities are only indicative, the Faculty member can innovate)

- Analyse the various retail banking products offered by visiting the websites of Five different Commercial banks (three public and two private sector banks).
- Create a record of sample forms collected from any retail bank for one asset product and one liability product offered by that bank.
- Prepare a project report for obtaining bank loans
- Prepare a detailed report on the loan moratorium announced by RBI during the pandemic
- Present the role of 'bad bank' in India that was announced in the Union budget of current financial year

COURSE OUTCOMES

After the Course the students will be able to:

1. Explain the nature and functions of commercial banks and disclosure of information about customers.
2. Illustrate the structure and system of banking in India.
3. Use negotiable instruments and cheques in accordance with the merit of the case.
4. Examine the role of a paying and collecting banker on different situations.
5. Apply risk management techniques in accordance with the type of the lending.
6. Examine the implications of recent trends in banking.

Books for Reference

- *Sundaram&Varshney: Theory & Practice of Banking.*

- *De Kock: Central Banking.*
- *Dr. K. N. Prasad & T. Chandradass: Banking and Financial System.*
- *Maheswari & Paul. R. R: Banking Theory and Law and Practice.*
- *Rudder Datt & K. P. M. Sundara: Indian Economy.*
- *S. M. Jha: Services Marketing.*
- *Shekar & Shekar: Theory and Practice of Banking*

SEMESTER - IV

C1 21 DC 403: PRINCIPLES & PRACTICE OF AUDITING

COURSE OBJECTIVE:

The course aims to equip the students with fair and reliable practices in accounting and ensure that financial statements are to be presented in a true and fair manner

Module - 1: Introduction to Auditing: (Standards of Auditing SA200-299) 8 Hrs

Auditing- meaning, definition. Objectives of an audit - primary & secondary objective. Case Laws on Audit Objectives. Types of Audit – Statutory & Independent Audit. Meaning of errors, Classification of errors, its detection by an auditor. Frauds – meaning, intention, classification & detection by auditor. Window dressing of financial statements. An overview of Auditing and Assurance Standards issued by ICAI.-EDP audit-Extended Business Reporting Language.

Module - 2: Audit Planning: (Standards of Auditing SA200-599) 12Hrs

Commencing an Audit – Audit Engagement letter, Commencement procedures- (SA 210)

Documentation – Documentation as under SA 230-Audit working papers, Audit files: Permanent and current audit files, Ownership and custody of working papers, materiality (SA 320), audit evidence (SA 500) and documentation.

Formulating an Audit Programme, drawing up the Audit Process. Audit Procedures- Compliance procedures & tests of Detail. Auditing Techniques. Statistical Sampling (SA530) in Auditing. Vouching & verification.

Module - 3: Internal Control: (SA 265) 12 Hrs

Concept of Internal Control, Internal check & Internal Audit, objectives. Features of a good Internal Control System. Methods of recording existing Internal Control Systems followed by an auditor – Questionnaire, Check list & flow chart methods. Role of the management. Internal control in specific areas – Sales & debtors, Purchases & creditors, Cash & bank balance/receipts/ payments, Fixed Assets, Investments. Review & evaluation of Internal Control Systems, Risk assessment. Reporting to clients on Internal Control weaknesses. (SA 265)

Module - 4: The Company Auditor 10 Hrs

Appointment of Auditor, Remuneration, Functions, Duties of an Auditor. Professional of Ethics of an auditor, Rights & Liabilities of an Auditor as per Companies Act 2013.

Module -5: Audit Report (SA700-799)

8 Hrs

Auditors Opinion, nature of an Auditors Opinion. Basics of An Audit Report – True & fair view, Audit examination, Information & explanations from the management, Statement of facts Vs. Expression of opinion, date of report & signing. Types of Audit Report. Qualifications in the Auditors Report.

Module – 6: Corporate Governance and investigation

10 Hrs

Audit Committees and Corporate Governance, Investigation including Due Diligence. Forensic Audit: Introduction and Meaning - Needs and Objectives - Frauds and Forensic Audits - Forensic Audit Laws and Regulations - Cyber Forensics.

Skill Development

(These activities are only indicative, the Faculty member can innovate)

- Collect the information about types of audit conducted in any one Organization.
- Visit an audit firm; write about the procedure followed by them in auditing the books of accounts of a firm.
- Draft an investigation on behalf of a Public Limited Company.
- Record the verification procedure with respect to any one fixed asset.
- Prepare a qualified or clean audit report for a given situation.
- Analyse different Case laws on depreciation – facts and judgments.
- Discuss and present in class Mandatory Standards issued by ICAI.

COURSE OUTCOMES

After completion of the course, the students will be able to:

1. Describe the meaning, objectives, types of Audit, EDP Audit, XBRL and practices as per the Auditing and Assurance Standard Board prescribed by ICAI.
2. Devise an Audit plan to carry out process of Auditing for an organization as per the Standards of Auditing.
3. Examine the existing Internal Control system and communication of internal control weaknesses.

4. Illustrate the roles and responsibilities of a Company Auditor in accordance with Companies Act 2013.

5. Develop an Audit Report that is in conformity with SA 700 – 799.

6. Analyze Forensic Auditing, the role of Audit committees and its investigation in the context of Corporate Governance.

Books for Reference

- *B. N. Tandon, S. Sudharsanam & S. Sundharabahu: A Handbook of Practical Auditing, S. Chand & Co. Delhi.*
- *B. N. Tandon: Auditing, S. Chandra & co. Ltd., Delhi.*
- *D. P. Jain: Auditing, Konark Publishers Pvt. Ltd., Delhi.*
- *Dinakar Pagare: Practice of Auditing*
- *Dr. T. R. Sharma: Auditing, Sahitya Bhavan, Agra.*
- *Jagadeesh Prakash: Auditing.*
- *Kamal Gupta & Ashok Arora: Fundamentals of Auditing, Tata McGraw Hill.*
- *C.A Institute study material for Inter and final examinations*