

B. COM
SEMESTER VI
Human Resource Management (CC 17)
(100 Marks- 60 Lectures)

Objective: To enable the students to understand and comprehend the vital issues of HRM in a dynamic environment.

Unit I Introduction to Human Resource Management (25 Marks-15 Lectures)

Human Resource Management – Meaning and importance, Human resource planning (HRP) defined, objectives and importance of HRP.

Job Analysis and Design - Process of Job analysis, methods of data collection, concept of job design, factors affecting job design, methods/ techniques of design.

Recruitment, Selection and Placement

Meaning, sources of recruitment and recruitment process, meaning of selection, meaning of placement, Business Process Outsourcing, need for outsourcing, HR Outsourcing Opportunities in India.

Unit II Employee Compensation, Empowerment and Participation (25 Marks-15 Lectures)

Employee Compensation: Concept of Wage - Factors determining Wage Rates- Essentials of a sound Wage system – System of wage payment- (i) Time wage system (ii) Piece wage system, Individual wage incentive plans - Meaning - (i) Halsey Premium Plan (ii) Rowan Plan (iii) Taylor's Differential Piece rate Plan.

Group incentive plans - Meaning- (i) Profit sharing scheme-features, advantages and disadvantages (ii) Co-partnership – features, advantages and limitations. Payment of Bonus, ESOPs.

Employee Empowerment: Meaning, forms of empowerment, barriers to empowerment, empowerment in India: An overview.

Workers Participation in Management: Definition and objectives, forms of workers participation in management.

Unit III Labour Welfare and Trade Union (25 Marks-15 Lectures)

Labour Welfare: Concept and objectives. Labour welfare agencies –Government, Employers and Trade Unions. Labour Welfare Programmes in Industries –Statutory and Non Statutory measures.

Trade Union: Definition and functions of Trade Union - weaknesses and problems of Indian Trade Union- suggestions for healthy growth of Trade Unions in India – Challenges faced by Trade Unions in the light of globalization.

Labour Turnover and Labour Absenteeism: Meaning of labour turnover and absenteeism. Causes and effects of labour turnover and absenteeism, measures to minimize labour turnover and absenteeism.

Unit IV Trends in HRM

(25 Marks-15 Lectures)

HRM in a changing environment – Changing environment and Challenges before HR manager
Competencies and learning organizations: Employee branding, The need for innovation, creating an innovative organization, managerial roles, creating the innovation culture.
Re - Engineering: The role of HR in Business Process Re-engineering.

References:

- 1) Lepak, David & Gowan, Mary. *Human Resource Management*. Dorling Kindersley (India).
- 2) Khanna, S.S. *Human resource Management (Text and Cases)*. S. Chand, New Delhi.
- 3) Sadri.J, Sadri.S, Nayak.N, *A Strategic Approach to Human Resource Management*, JAICO Publishing House.
- 4) Davar, R. S. *Personnel Management and Industrial Relations*. Vikas Publication, Noida.
- 5) Robbins, Stephen P. *Organisational Behaviour*. Pearsons Education, New Delhi.

B.COM
SEMESTER VI
International Economics (CC 18)
(100Marks, 60 Lectures)

Objectives:

1. To enable the students to understand the role of international trade and the importance of trade policy in the current global scenario
2. To enable the students to have an understanding of the importance of investment flows across countries and their dependence on various macroeconomic variables that are of significance in an open economy
3. To acquaint students with the key accounts of the balance of payments, how exchange rates are determined in the markets for foreign exchange and help them understand the connection between balance of payments and exchange rate movements
4. To enable students to be aware of the meaning and significance of regional and multilateral trade negotiations

Unit I International Trade

(25 Marks, 15 Lectures)

International trade – meaning and features; Theories of international trade: Classical (comparative advantage), H-O theorem, Product Life Cycle, Technological Gaps, Intra-industry trade; Gains from International trade; Terms of Trade: meaning and 3 concepts (Net Barter, Gross Barter and Income Terms of Trade); Free Trade v/s protectionism; types of protective devices - tariff and non-tariff barriers (exchange control, voluntary export restraints, anti-dumping duties & countervailing duties, social clauses such as labour & environmental standards, sanitary & phyto-sanitary measures and administered protection).

Unit II Balance of Payments & Foreign Exchange Rates

(30 Marks, 18 Lectures)

Balance of Payments: Meaning and Structure; Distinction between Balance and Equilibrium; Balance of Trade and Balance of Payments; Disequilibrium – meaning, types and causes; Corrective Measures– exchange rate adjustments (Revaluation and Devaluation), Exchange Control, Trade Measures, Effects of Monetary policy and Fiscal policy on internal and external balance (brief explanation of how the measures work)

Foreign exchange rates: Foreign exchange market – meaning, features and functions; Types of exchange rate systems (fixed, flexible and managed floating – meaning of each); Types of foreign exchange transactions (spot and forward transactions, arbitrage, currency swaps, futures contracts, speculation); Factors influencing short-term exchange rates; Concept of convertibility of Rupee on current account and capital account; Liberalized Exchange Rate Management System (LERMS); Hedging and Exchange rate risk management; Concept of PPP dollar

Unit III International Investment

(25 Marks , 15 Lectures)

Foreign Investment – meaning and composition (FDI & FPI), Foreign Direct Investment: Meaning; Determinants of FDI (resources, market size, trade barriers, economic and business environment of the host country), Multinational corporations: meaning and operational characteristics; Entry modes adopted by Multinational Corporations (licensing, franchising, joint ventures/collaborations, wholly-owned subsidiaries, mergers and acquisitions); Foreign Portfolio Investment: Meaning; Operations of Foreign Institutional Investors; Determinants of FPI (return on investment, level of financial sector development, capital controls, exchange risk); Impact of FPI on capital markets and the exchange rate.

Unit IV Multilateralism and Regional Economic Cooperation (20 Marks , 12 Lectures)

Multilateralism and Regionalism – meaning and distinction; World Trade Organization – objectives, principles, functions and Agreements (Market access, Agreement on Agriculture, TRIPs, TRIMs, GATS, Dispute Settlement); Regional economic cooperation - Meaning and reasons for growth; Forms of regional integration - Preferential Trade Agreement, Free Trade Agreement, Customs Union, Monetary Union, Economic Union; Integration efforts among Countries in Europe, North America and Asia (NAFTA, EU, ASEAN and SAARC)

References:

1. *Bhole, L. M. & Mahakud, J. 2009*, Financial Institutions and Markets: Structure, Growth & Innovations, Tata-McGraw Hill, New Delhi
2. *Cherunilam, F. 2008*, International Economics, Tata McGraw-Hill, New Delhi, *5th Edition*
3. *Cherunilam, F. 2013*, International Business Environment, Himalaya Publishing House, New Delhi, *6th Revised Edition*
4. *Dutt, R. and Sundaram, K.P.M.*, Indian Economy, S. Chand and Co., New Delhi, *Latest Edition*
5. *Kindleberger, C.P. 1973*, International Economics, Homewood, R.D. Irwin
6. *Krugman, P.R. and Obstfeld, M. 2009*, International Economics: Theory and Policy, Pearson International Edition, Boston MA
7. *Machiraju, H.R. 2009*, International Financial Markets and India, New Age International, New Delhi,
8. *Rajwade, A. V. 2008*, Foreign Exchange International Finance Risk Management, Academic Foundation, New Delhi
9. R. B.I. Reports on Currency Finance
10. *Salvatore, D.L. 1997*, International Economics, Prentice-Hall, Upper Saddle River, N.J.
11. *Sharan, V. 2012*, International Financial Management, PHI Learning Pvt. Ltd., New Delhi
12. *Sodersten, B. & Reed, G. 1994*, International Economics, Palgrave Macmillan, London
13. *SubbaRao, P. 2014*, International Business: Text and Cases, Himalaya Publishing House, New Delhi, *4th Revised Edition*

B.COM
SEMESTER VI
ACCOUNTING
Advanced Company Accounts (DSE 5)
(100 Marks – 60 Lectures)

Objective: To develop accounting skills in students to for preparation of financial statements of limited companies and for accounting of transactions in the special circumstances of internal and external reconstruction, redemption debentures and valuation of goodwill and shares.

Unit I: Company Final Accounts (Comprehensive Study): (20 Marks, 16 Lectures)

Preparation of 'Balance Sheet' and 'Statement of Profit and Loss' as per Schedule III of the Indian Companies Act, 2013. (Problems to include 'Notes' required as per Schedule III).

Unit II: Internal Reconstruction: (20 Marks, 12 Lectures)

Concept, Treatment of special items, Legal aspects, accounting procedures, Journal entries, Capital Reduction Account and Balance sheet after reconstruction (as per Schedule III).

Unit III: Valuation of Goodwill and Shares: (20 Marks, 14 Lectures)

a) Valuation of Goodwill:

Circumstances under which goodwill is valued, factors affecting value of goodwill, Methods of valuation of Goodwill (Super profit, Future Maintainable Profit and Capitalization of FMP).

b) Valuation of shares:

Meaning and need for Valuation of shares, Factors affecting valuation of shares, Methods of Valuation of Shares:

i) Net Assets Method (or Intrinsic Value Method/Liquidation value Method/Breakup Value Method/Asset Backing Method),

ii) Yield Value/Market Value Method: Earning Yield and Dividend Yield,

iii) Fair Value Method.

Unit IV: Mergers, Acquisitions & External Reconstruction : (40 Marks, 18 Lectures)

Concept, Terms, Introduction to IND-AS 14, Calculation of Purchase consideration; Accounting procedures in the books of Vendor company and Purchasing company, Treatment of liquidation expenses, Journal entries , Ledger accounts and Balance sheet (including pooling of interest method and purchase method but exchange of shares method based on valuation of shares to be excluded).

Note: Relevant amendments to the Companies Act to be covered wherever applicable.

References:

1. Agarwal, B., & Gupta, M. *IPCC (Group II) Advanced Accounting Text & Problems - Revised*. Allahbad: Suchita Prakashan.
2. Gupta, R. L., & Radhaswamy, M. *Advanced Accountancy*. New Delhi: Sultan Chand.
3. Jain, & Narang. *Advanced Accountancy*. New Delhi: Kalyani Publishers.
4. Mahajan, S., & Kulkarni, M. *Corporate Accounting*. Pune: Nirali Publication.
5. Mahajan, S., Jagtap, & Zagade, S. *Corporate Accounting*. Pune: Diamond Publication.
6. Monga, J. R., & Ahuja, G. *Advanced Accounting (Vols. I, II)*. Noida: Mayoor Paperback.
7. Mukherjee, A., & Hanif, M. (2002). *Modern Accountancy (Vol. II)*. New Delhi: Tata McGraw Hill.
8. Paul, S. K. *Accountancy (Vols. I, II)*. Calcutta: New Central Book Agency.
9. Shukla, M., Grewal, T., & Gupta, S. *Advanced Accounts*. New Delhi: S. Chand & Co.
10. Tulsian, P. C. *Accountancy*. New Delhi: S. Chand & Co.
11. Tulsian, P. C., & Tulsian, B. *Accounting for CA – IPCC (Group I & II)*. New Delhi: S. Chand.

General guidelines for paper setting:

1. Four questions of 20 mark each to be answered.
2. Question No. 1 to be compulsory (All Questions should be practical in nature)
3. Any Three questions from the remaining Five Questions to be answered.

Specific Guidelines for paper setting:

1. Two questions each to be asked on Unit III and Unit IV
2. One question each to be asked on Unit I & Unit II

B.COM.
SEMESTER VI
COST AND MANAGEMENT ACCOUNTING
Advanced Cost Accounting-1 (DSE 5)
(100 Marks , 60 Lectures)

Objective: To provide basic conceptual & working knowledge of various methods of cost accounting

Unit I Job Costing and Batch Costing (30 Marks, 20 Lectures)

Nature, Purpose and Procedure of Job Costing, Recording and Controlling Costs in Job order Costing, Forms used in Job order Costing, Tenders and Quotations, Nature and use of Batch Costing, Determination of Economic batch quantity.

Unit II Operating costing (20 Marks, 10 Lectures)

Meaning, Nature, Basic Principles of Operating Costing – transport, entertainment and hotels.

Unit III Reconciliation of Costing profit with Financial Profit (25 Marks , 15 Lectures)

Need for reconciliation, reasons for disagreements in Profit, procedure for reconciliation

Unit IV Cost Control and Cost Reduction (25 Marks , 15 Lectures)

Meaning, Elements, Scheme and techniques of Cost control, Essentials for success of cost control, meaning of cost reduction, areas of cost reduction, tools and techniques of cost reduction, distinction between cost control and Cost reduction

References:-

1. Jain S. P and K.L. Narang- *Cost Accounting Principles and practice* – Kalyani Publishers, Ludhiana.
2. Bhar, B.K. *Cost Accounting- Methods & Problems*, Academic Publishers Calcutta 700073.
3. Kishore R. *Cost Accounting-* Taxmann Allied Service Pvt.Ltd.New Delhi.
4. Iyenger, S. P. *Cost Accounting*. S. chand & Co. New Delhi
5. Khana, B. S. & J. M. Pandey- *Practical costing*. S. Chand & Co. New Delhi
6. Khan, M. Y. & P.K. Jain- *Theory and Problems of Management and Cost Accounting-* Tata McGraw Hill Publishing co. Ltd. New Delhi
7. Lal, J. *Cost Accounting*. Tata McGraw –Hill Publishing co. Ltd. New Delhi
8. Nigam, B. & J.C. Jain. *Cost Accounting Principles & Practice*. Prentice- Hall of India Pvt. Ltd., New Delhi

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SEMESTER VI
Accounting – I (DSE 6)
(100 Marks – 60 Lectures)

Objectives: To develop skills in students for preparation of books of accounts in respect of hire purchase and royalty businesses and organizations operating with branch and departmental structure.

Unit I: Hire Purchase and Instalment System Accounting: (40 Marks, 18 Lectures)

Introduction, Nature of hire purchase system, Accounting procedure under Hire purchase: Accounting treatment in the books of Hire purchaser (Buyer) and Hire vendor (Seller) – when the asset is recorded at full cash price to be dealt with, Journal entries and Ledger Accounts (including re-possession).

Instalment System: Journal entries and Ledger Accounts only under 'Interest Suspense method' in the books of buyer and seller/ vendor to be covered.

Unit II: Royalty Accounts: (20 Marks, 12 Lectures)

Introduction, Minimum rent/ dead rent, Short workings, Excess working, Accounting treatment in the books of Lesser (Landlord) and lessee, sub-lease, Preparation of:

- I. Royalty Payable Account.
- II. Royalty Receivable Account.
- III. Landlord's Account.
- IV. Short working Account.

Unit III: Departmental Accounts: (20 Marks, 12 Lectures)

Departmental Accounts: Introduction, Advantages of Departmental A/c, Accounting procedure, Basis of allocation, preparation of departmental Trading & Profit & Loss Account, General Profit & Loss Account and Balance sheet OF SOLE Trading concern & Partnership firm .(including inter-departmental transfers at cost & invoice price and calculation of unrealised profits).

Unit IV: Branch Accounts: (20 Marks, 18 Lectures)

Introduction, Types of Branches: Dependent branches, foreign branches and independent branches. Branch Account v/s Department Account, Systems of maintaining branch accounts : 1. Debtors Method : cost & invoice price. 2. Stock and Debtor Method 3. Final Account method 4. Wholesale Branch Method.

(Practical problem only on Debtors & Stock & Debtors .)

References:

1. Gupta, R. L., & Radhaswamy, M. *Advanced Accountancy*. New Delhi: Sultan Chand.
2. Mukherjee, A., & Hanif, M. (2002). *Modern Accountancy* (Vol. II). New Delhi: Tata McGraw Hill.

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3. Rajasekaran, V., & Lalitha, R. *Financial Accounting*. New Delhi: Pearson Education.
4. Shukla, M., Grewal, T., & Gupta, S. *Advanced Accounts*. New Delhi: S. Chand & Co.
5. Tulsian, P. C. *Accountancy*. New Delhi: S. Chand & Co.

Guidelines for paper setting

- Two questions from Unit I and Unit IV each
- One question from Unit II and Unit III each

B.COM
SEMESTER VI
DISCIPLINE SPECIFIC ELECTIVE
COST AND MANAGEMENT ACCOUNTING
Cost and Management Audit (DSE 6)
(100 Marks, 60 Lectures)

Objectives: To provide in-depth knowledge of cost and management audit

UNIT I COST AUDIT (20 Marks, 10 Lectures)

Meaning, nature, objectives and scope of cost audit, Concepts of efficiency audit, Propriety audit, Management Audit, Social audit, Operational Audit, Energy Audit, VFM audit, Performance Audit, Difference between cost audit and financial audit. Advantages and limitations of Cost Audit.

UNIT II COST AUDIT AND COMPANIES ACT (30 Marks, 15 Lectures)

Important sections of Companies Act 2013 relating to Cost Audit, Books of Accounts to be maintained, Qualification, Disqualification, ceiling on Number of cost audit, Appointment of cost auditor, rights and responsibilities, status, relationship and duties and liabilities- professional and legal under the companies act 2013 and the cost and the Works accountants Act 1959, professional ethics and code of conduct for cost auditor.

UNIT III PLANNING AND TECHNIQUES OF COST AUDIT (20 Marks , 15 Lectures)

Familiarization with the industry, the organisation, the production process, the system, and procedure- list of records and reports, preparation of the audit program, audit notes and working papers, techniques of cost audit, procedure, meaning and importance, Internal control, internal check, internal audit.

UNIT IV: COST RECORDS AND AUDIT RULES (25 Marks , 15 Lectures)

- (a) Cost Accounting Record Rules-meaning –list of cost accounting records essential records and statistical record-application of CAAR and maintenance of record important cost accounting records such as Raw Materials, wages, overheads, depreciation production records, sales records consumable stores & spares R&D Expenses Benefits derived from cost accounting records preservation of cost accounting records.
- (b) Cost Audit Report Rules-contents-annexure to cost audit reports types of report- distinctions between notes and qualifications to the report. Report and opinion, special emphasis on Cost auditors observation Necessity of cost audit, End use of cost Audit Report. Cost audit as an aid to management.

References :

1. Ramnathan, A. R., *Cost and Management Audit*. Tata McGraw Hill Publishing, New Delhi.

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2. Saxena, Vashist. *Cost and Management Audi.* Sultan Chand and Sons, New Delhi.
3. Tikha, J. G. *Cost and Management Audit.* ENCOMS BOMBAY

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**B.COM
SEMESTER VI
Accounting – II (DSE 7)
(100 Marks – 60 Lectures)**

Objectives: To develop accounting skills in students to prepare books of accounts in respect of fire insurance claims, investments, redemption of debentures and liquidation of companies.

Unit I: Accounting for Professionals: (20 Marks – 12 Lectures)

Introduction, Meaning of three systems of Accounting: Accrual/Mercantile system, Cash system, Books of accounts maintained by the Professionals – Cash book, Memorandum Book, stock Register, Receipts & Expenditure Account/Profit & Loss Account and Balance sheet. Practical problems based on preparation of Receipts & Expenditure Account/Profit and Loss Account and Balance sheet of different professionals.

Unit II: Investment Accounting : (20 Marks, 12 Lectures)

Meaning and types of investments, Ex-interest/ dividend; Cum-interest/ Dividend transactions, Brokerage, Securities Transaction Tax and other expenses, purchase and sale of investment, Bonus shares and Rights Issue, Valuation of investment.

Unit III: Redemption of Debentures: (40 Marks, 18 Lectures)

Concept, Sources of finance, Methods of Redemption of Debentures - Sinking Fund, Insurance Policy, Own Debentures and Convertible Debentures method (excluding ex-interest/cum-interest). Journal Entries and Ledger Accounts regarding redemption of debentures.

(Practical problems to cover Sinking Fund, Insurance Policy and Convertible Debentures methods only).

Unit IV: Liquidation of Companies: (20 Marks, 12 Lectures)

Meaning of Liquidation, Salient Features of Liquidation, Methods of Liquidation, Consequences of Liquidation, Fraudulent Preference, Order of Payment, Statement of Affairs and Deficiency/Surplus Account, Lists attached to the Statement of Affairs, Liquidator's Final Statement of Account.

Practical problems to cover only the preparation of 'Liquidator's Final Statement of Account'.

References:

1. Agarwal, B., & Gupta, M. *IPCC (Group II) Advanced Accounting Text & Problems - Revised*. Allahbad: Suchita Prakashan.
2. Gupta, R. L., & Radhaswamy, M. *Advanced Accountancy*. New Delhi: Sultan Chand.
3. Jain, & Narang. *Advanced Accountancy*. New Delhi: Kalyani Publishers.

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4. Mahajan, S., & Kulkarni, M. *Corporate Accounting*. Pune: Nirali Publication.
5. Mahajan, S., Jagtap, & Zagade, S. *Corporate Accounting*. Pune: Diamond Publication.
6. Monga, J. R., & Ahuja, G. *Advanced Accounting* (Vols. I, II). Noida: Mayoor Paperback.
7. Mukherjee, A., & Hanif, M. (2002). *Modern Accountancy* (Vol. II). New Delhi: Tata McGraw Hill.
8. Paul, S. K. *Accountancy* (Vols. I, II). Calcutta: New Central Book Agency.
9. Shukla, M., Grewal, T., & Gupta, S. *Advanced Accounts*. New Delhi: S. Chand & Co.
10. Tulsian, P. C. *Accountancy*. New Delhi: S. Chand & Co.
11. Tulsian, P. C., & Tulsian, B. *Accounting for CA – IPCC (Group I & II)*. New Delhi: S. Chand.

General guidelines:

1. The question paper shall have total of 6 questions carrying 80 marks and shall be of 2 hours duration.
2. Four questions of 20 mark each to be answered.
3. Question No. 1 to be compulsory (All Questions should be practical in nature)
4. Any three questions from the remaining five questions to be answered.

Specific Guidelines:

1. Two questions each to be asked on Unit II and Unit III.
2. One question each to be asked on Unit I & Unit IV.

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SEMESTER VI
COST AND MANAGEMENT ACCOUNTING
Advanced Cost Accounting Costing- II (DSE 7)
(100 Marks, 60 Lectures)

Objective: To provide basic conceptual & working knowledge of various methods of cost accounting

Unit I Process Costing (Comprehensive) (25 Marks, 15 Lectures)
Inter process profits, Meaning of equivalent production, Calculation of equivalent production.

Unit II Contract Costing (Comprehensive) (20 Marks, 10 Lectures)
Cost plus Contracts, Calculation of work uncertified, Escalation clause, Estimation of contract costs.

Unit III Integral and Non – Integral Accounting, Activity Based Costing (30 Marks, 20 Lectures)
Prerequisite, Principles, Essentials features, Benefits and Journal entries of Integral Costing, Ledgers under Non – Integral accounts. Nature, Scope and Implementation of activity based costs.

Unit IV Uniform Costing, Inter Firm Comparison and Responsibility Accounting (25 Marks , 15 Lectures)
Meaning, Features, Objectives, Scope, Need for Uniform Costing, Installation of Uniform Costing manual, need, requirements and scheme of Inter Firm Comparison, benefits and limitations of Inter Firm Comparison, Responsibility accounting

References:

1. Jain S. P and K.L. Narang- *Cost Accounting Principles and practice* – Kalyani Publishers, Ludhiana.
2. Bhar, B.K. *Cost Accounting- Methods & Problems* , Academic Publishers Calcutta 700073.
3. Kishore R. *Cost Accounting-* Taxmann Allied Service Pvt.Ltd.New Delhi.
4. Iyenger, S. P. *Cost Accounting.* S. chand& Co. New Delhi
5. Khana, B. S. & J. M. Pandey- *Practical costing.* S. Chand & Co. New Delhi
6. Khan, M. Y. & P.K. Jain- *Theory and Problems of Management and Cost Accounting-* Tata McGraw Hill Publishing co. Ltd. New Delhi
7. Lal, J. *Cost Accounting.* Tata McGraw –Hill Publishing co. Ltd. New Delhi
8. Nigam, B. & J.C. Jain. *Cost Accounting Principles & Practice.* Prentice- Hall of India Pvt. Ltd., New Delhi