

FACULTY OF ECONOMICS & BUSINESS

SYLLABUS

for

Master of Commerce

Under Five Year Integrated Programme (FYIP)

(Semester: I- IV)

(Under Credit Based Continuous Evaluation Grading System)

(CBCEGS)

Session: 2024-25



The Heritage Institution

**KANYA MAHA
VIDYALAYAJALANDHAR
(Autonomous)**

Master of Commerce

Under Five Year Integrated Programme (FYIP)

Duration: 5 Years

Level: Post Graduation

Type: Degree

Programme Specific Outcomes

M.Com (FYIP): Five-year Degree programme is structured to provide the students a practical knowledge in disciplines related to commerce with industry exposure. Also, by the end of the program, students gain an in-depth knowledge on core subjects like accounting, commercial & labour law, tax laws, statistics, finance, just to name a few. The degree involves intensive study, culminating with the completion of a research dissertation as the last semester of this course is devoted to the Industrial Training. Students have to do internship from the industry of their choice and are required to submit their research project on that practical training.

A student holding a M. Com (FYIP) degree is well prepared to sustain as a corporate employee or as an entrepreneur. The student has adequate knowledge of adapting to the changes in the flexible business world, can focus internationally and has an in-depth understanding of the business world's market-relevant aspects. On the other hand, if the student chooses to start his/her own business, he/she can run it successfully and professionally without having to pay to expert accountants or market consultants.

Programme Specific Outcomes

Towards the end of the programme, students will be able to:

PSO1: Develop an ability to effectively communicate both orally and verbally

PSO2: Appreciate importance of working independently and in a team by learning the concept of leadership and motivation.

PSO3: Have exposure of complex commerce problems and find their solution

PSO4: Process information by effective use of IT tools

PSO5: Understand required mathematical, analytical and statistical tools for financial and accounting analysis

PSO6: Develop an understanding of various commerce functions such as finance, accounting, financial analysis, project evaluation and cost accounting

PSO7: Develop an understanding of different forms of taxes and their implications.

PSO8: Develop self-confidence and awareness of general issues prevailing in the society

PSO9: develop wide range of business, financial and analytical expertise in the field of GST, e-filing of return etc. which is a need of the hour

PSO10: do research on any of the managerial issue related to the different disciplines of commerce.

KANYA MAHA VIDYALAYA, JALANDHAR (AUTONOMOUS)

Scheme and Curriculum of Examination of Master of Commerce Under Five Year Integrated Programme(FYIP)

Credit Based Continuous Evaluation Grading System

(CBCEGS) (Session 2024-2025)

Semester-I										
Course Code	Course Title	Course Type	Hours Per Week L-T-P	Credits		Marks				Examination Time (in Hours)
				Credits L-T-P	Total Credits	Total	Th	P	CA	
FCOL-1421 FCOL-1031 FCOL-1431	Punjabi(Compulsory) ¹ Basic Punjabi ² Punjab History and Culture	C	2-0-0	2-0-0	2	50	35	-	15	3
FCOL-1102	Communicative English-I	AEC	2-0-0	2-0-0	2	50	35	-	15	3
FCOL-1093	Introductory Accounting	DSC	4-0-0	4-0-0	4	100	70	-	30	3
FCOL-1094	Business Law	DSC	4-0-0	4-0-0	4	100	70	-	30	3
FCOM-1095	Principles and Practices of Management	DSC	3-0-2	3-0-1	4	100	50	20	30	3+3
FCOM-1126	Digital Fluency	MDC	2-0-2	2-0-1	3	100	40	30	30	3+3
FCOP-1090	Workshop on Tally Prime	SEC	0-0-4	0-0-2	2	50	-	35	15	3
VACF-1492*	Foundation Course	VAC	2-0-0	2-0-0	2	50	35	-	15	1
TOTAL						23	600			

C- Compulsory

AEC- Ability Enhancement Course

DSC-Discipline Specific Course

MDC-Multi Disciplinary Course

SEC-Skill Enhancement Course

VAC- Value Added Course

¹Special paper in lieu of Punjabi (Compulsory).

² Special paper in lieu of Punjabi (Compulsory) for those students who are not domicile of Punjab.

*Credits/Grade points of these courses will not be included in the SGPA/CGPA of Semester/Programme. Only Grades will be provided.

KANYA MAHA VIDYALAYA, JALANDHAR (AUTONOMOUS)
Scheme and Curriculum of Examination of Master of Commerce Under Five Year Integrated Programme(FYIP)
Credit Based Continuous Evaluation Grading System
(CBCEGS) (Session 2024-2025)

Tentative

Semester-II										
Course Code	Course Title	Course Type	Hours Per Week	Credits L-T-P	Credits	Marks				Examination Time (in Hours)
			L-T-P	Total		Th	P	CA		
FCOL-2421 FCOL-2031 FCOL-2431	Punjabi (Compulsory) ¹ Basic Punjabi ² Punjab History and Culture	C	2-0-0	2-0-0	2	50	35	-	15	3
FCOL-2102	Communicative English-II	AEC	2-0-0	2-0-0	2	50	35	-	15	3
FCOL-2093	Advanced Financial Accounting	DSC	4-0-0	4-0-0	4	100	70	-	30	3
FCOL-2094	Banking Principles and Practices	DSC	4-0-0	4-0-0	4	100	70	-	30	3
FCOL-2095	Principles of Marketing	DSC	4-0-0	4-0-0	4	100	70	-	30	3
FCOM-2126	Web Based Applications for Office Management	MDC	2-0-2	2-0-1	3	100	40	30	30	3+3
FCOP-2090	Workshop on Life Skills	SEC	0-0-4	0-0-2	2	50	-	35	15	3
VACD-2161	*Drug Abuse: Problem, Management and Prevention (Compulsory)	VAC	2-0-0	2-0-0	2	50	-	35	15	3
TOTAL					23	600				

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AEC-Ability Enhancement Course

MDC- Multi Disciplinary Course

DSC-Discipline Specific Course

SEC-Skill Enhancement Course

VAC- Value Added Course

¹Special paper in lieu of Punjabi (Compulsory)

² Special paper in lieu of Punjabi (Compulsory) for those students who are not domicile of Punjab.

*Credits/Grade points of these courses will not be included in the SGPA/CGPA of Semester/ Programme. Only Grades will be provided.

Kanya Maha Vidyalaya, Jalandhar(Autonomous)
SCHEME AND CURRICULUM
MASTER OF COMMERCE UNDER FIVE YEAR INTEGRATED PROGRAMME (FYIP)
CREDIT BASED CONTINUOUS EVALUATION GRADING SYSTEM (CBCEGS)
SESSION: 2024-25

Semester III										
Course Code	Course Title	Course Type	Hours Per Week L-T-P	Credits		Marks			Examination time (in Hours)	
				Credits L-T-P	Total Credits	Total	Ext.			CA
							L	P		
FCOL-3331	Analytical Skills	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-3092	Company Law	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-3093	Banking Theory and Practice	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-3094	Business Communication	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-3095	Business Ethics and Corporate Social Responsibility	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOM-3096	Corporate Accounting	C	3-0-2	3-0-1	04	100	50	30	20	3
AECE-3221	*Environmental Studies(Compulsory)	AC	1-0-2	1-0-1	2	50	30	10	10	3
SECG-3532	* Gender Sensitization Programme	AC	0-0-4	0-0-2	2	50	40	-	10	-
Total					28	600				

C-Compulsory

AC-Audit Course

***Marksofthesepaperswillnotbeaddedintotalmarksandonlygradeswillbeprovided.**

Kanya Maha Vidyalaya, Jalandhar (Autonomous)
SCHEME AND CURRICULUM
MASTER OF COMMERCE UNDER FIVE YEAR INTEGRATED PROGRAMME (FYIP)
CREDIT BASED CONTINUOUS EVALUATION GRADING SYSTEM (CBCEGS)
SESSION: 2024-25

Semester IV										
Course Code	Course Title	Course Type	Hours Per Week L-T-P	Credits		Marks			Examination time (in Hours)	
				Credits L-T-P	Total Credits	Total	Ext.			CA
							L	P		
FCOL-4091	Cost Accounting	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-4092	Fundamentals of Investment Management	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-4093	Insurance and Risk Management	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-4094	Marketing Management	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOL-4095	Goods and Services Tax(GST)	C	4-0-0	4-0-0	04	100	80	-	20	3
FCOS-4096	Seminar	C	0-0-4	0-0-2	02	50	-	50	-	-
SECS-4522	*Social Outreach	AC	0-0-4	0-0-2	02	50	-	40	10	-
Total					24	550				

C-Compulsory

AC-Audit Course

***Marks of these papers will not be added in total marks and only grades will be provided.**

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Introductory Accounting
Course Code: FCOL-1093

Course Outcomes:

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

- CO1: Acquire conceptual knowledge of financial accounting and to explain various accounting concepts and conventions, and accounting standards.
- CO2: Gain knowledge of journal, ledger and subsidiary books.
- CO3: Gain knowledge of depreciation accounting, trial balance and rectification of errors.
- CO4: Understand accounting treatment of Non-Profit Organizations and to prepare final accounts of sole proprietor (Trading account, Profit & Loss Account and Balance Sheet).

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Introductory Accounting
Course Code: FCOL-1093

Time: 3 Hours
L-T-P
4-0-0

Max.Marks:100
Theory:70
CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each question will carry 14 marks.

UNIT-I

Introduction to Accounting: Meaning, Features and objectives. Advantages and Limitations of accounting.

Generally Accepted Accounting Principles: Concepts and Conventions.

Capital and Revenue Items: Capital Expenditure, Revenue Expenditure, Rules for determining Capital Expenditure and Revenue Expenditure, Deferred revenue Expenditure, Capital and Revenue Receipts, Capital and Revenue Profits, Capital and Revenue Losses.

Double Entry System: Meaning, Importance and limitations. Rules of Double Entry System, Types of Accounts.

Accounting Equation: Meaning and Procedure of Developing Accounting Equation.

UNIT-II

Accounting Process: Preparation of Journal, Posting to Ledger.

Cash Book- Single Column, Double Column and Triple Column Cash Book.

Depreciation Accounting: Meaning, Causes, Objectives and Factors of Depreciation. Methods for computing the depreciation: Straight line and Written down value method when provision for depreciation is maintained and when provision for depreciation is not maintained. Change in Method of Depreciation with and without retrospective effect.

UNIT-III

Trial Balance: Meaning, Objectives and Advantages of Trial balance, Methods of Preparation of Trial Balance.

Rectification of Errors: Concept, Types of Errors, Errors disclosed by Trial Balance, Errors not disclosed by Trial Balance. Rectification of Errors before preparation of Trial Balance, Rectification of Errors after preparation of Trial Balance, Effects of Errors on Final Accounts.

Preparation of Final Accounts: Trading Account, Profit & Loss account, Balance Sheet, Final Accounts without adjustment

UNIT-IV

Preparation of Final Accounts with Adjustments- Adjustments of GST, Closing Stock, Outstanding Expenses, Accrued Income, Unearned Income, Prepaid Income and Expenses, Interest on Drawings, Interest on Capital, Depreciation, Bad Debts and Provision for Doubtful Debts, Discount on Debtors, Creditors and Reserves, Manager's Commission.

Accounting for Non-profit Organizations: Meaning, Features of Receipt and Payment Account, Income and Expenditure Account. Accounting for NPOs: Preparation of Receipts and Payment Account from Income and Expenditure Account, Income and Expenditure Account from Receipt and Payment Account. Preparation of Balance Sheet.

Suggested Readings:

1. Lal. Jawahar and Seema Srivastava, "*Financial Accounting*", Himalaya Publishing House, 2017.
2. N. Ramachandran, Ram Kumar Kakani, "*Financial Accounting For Management*", McGraw-Hill Education, 5th Edition, 2020.
3. M. Hanif, A. Mukherjee, "*Financial Accounting–I*", McGraw-Hill Education, 4th Edition, 201
4. Grewal, T.S., Gupta, S.C., "*Introduction to Accountancy*", S. Chand and Co., New Delhi, 10th Edition, 2016.
5. Narayanswami, R., "*Financial Accounting: A Managerial Perspective*", Prentice Hall of India, New Delhi, 6th Edition, 2017.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Business Law
Course Code: FCOL-1094

Course Outcomes:

Upon successful completion of this course, students will be able to:

CO1: understand about Indian Contract Act in India

CO2: in-depth knowledge of special contract formation like Indemnity, Guarantee, Bailment and Pledge.

CO3: understand the different forms of Negotiable Instruments

CO4: familiarize with provisions regarding Limited Liability Partnership Act, Partnership Act and Negotiable Instruments Act.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Business Law

Course Code: FCOL-1094

Time: 3 Hours

L-T-P

4-0-0

Max.Marks:100

Theory:70

CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each question will carry 14 marks.

UNIT-I

The Indian Contract Act,1872: Meaning of Contract, Essentials of a valid contract, Kinds of contract, Offer and acceptance, Consideration, Contractual capacity, Free consent, Legality of objects.

Discharge of a contract: Modes of discharge, Breach and remedies against breach of contract.

UNIT-II

Contracts: Contract of Indemnity and Guarantee, Contract of Bailment, Contract of Agency.

UNIT-III

The Sale of Goods Act, 1930: Contract of sale, Meaning and difference between sale and agreement to sell, Conditions and warranties, Transfer of ownership in goods including sale by a non-owner, Performance of contract of sale.

Unpaid Seller: Meaning, Rights of an unpaid seller against the goods and the buyer.

UNIT-IV

The Partnership Act 1932: Nature and Characteristics of Partnership, Registration of a Partnership Firms, Types of Partners, Rights and Duties of Partners, Implied Authority of a Partner, Incoming and outgoing Partners, Mode of Dissolution of Partnership.

The Limited Liability Partnership (LLP) Act 2008: Characteristics of LLP, Qualification of Partners, Designated Partners, Status and Liabilities, Incorporation of LLP, Registration of LLP, Provisions relating to Name of LLP, Registration of Change in Name, Liability, Investigation.

The Negotiable Instruments Act 1881: Characteristics, and Types of Negotiable Instruments

- Promissory Note, Bill of Exchange, Cheque Holder and Holder in Due Course, Privileges of Holder in Due Course.

Negotiation: Types of Endorsements, Crossing of Cheque.

Suggested Readings:

1. Singh,A.,“*Principles of MercantileLaw*”,EasternBookCo, 10thedition,2019.
2. Tulsian,P.C.,“*BusinessLaws*”,TataMcGrawHill,NewDelhi,3rdedition,2015.
3. Kucchal,M.C.,“*Business Law*”,VikasPublishing,House(P)Ltd,7thedition,2018.
4. Maheshwari&Maheshwari,“*BusinessLaw*”,NationalPublishingHouse,New Delhi,2014.
5. Chadha, P. R., “*BusinessLaw*”, Galgotia Publishing Company, New Delhi, 2nd edition, 2017.
6. KapoorN.D.,“*BusinessLaw*”, SultanChand&Sons,NewDelhi,2016.

Note: Latest editions to be followed

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Principles and Practices of Management
Course Code: FCOM-1095

Course Outcomes:

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

CO1: know the evaluation and the need for management in an organization.

CO2: analyze effective application of management principles to diagnose and solve organisational problems and develop optimal managerial decisions.

CO3: understand the various types of organizational structures prevailing in the business scenario and motivation techniques used in organization.

CO4: understand the concept of leadership, communication and controlling

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Principles and Practices of Management
Course Code: FCOM-1095

Time: 3 Hours
L-T-P
3-0-1

Max.Marks:100
Theory:50
Practical:20
CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four).

Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each question will carry 10 marks.

UNIT-I

Management: Meaning, Characteristics and objectives, Levels of Management, Managerial Roles, Management Skills, Management Functions.

Evolution of Management Thought: Scientific Management, General Administrative Theory, Weber's Bureaucratic Theory, Hawthorne Studies, System Approach, Contingency Approach, Quantitative/Operation Research Approach.

UNIT-II

Planning: Concept, Importance, Types, Limitations, Planning process, Objectives, Setting Objectives, Management by Objectives, SWOT Analysis.

Decision Making: Meaning, Characteristics of Managerial Decisions, Decision-making Environments, Types, Strategies for Decision Making, Decision Making Styles, Steps in the Rational Decision-making process, Factors Influencing the Decision-making Process, Challenges to Effective Decision Making.

Organizational Structure: Meaning, Characteristics, Importance, Principles and the Process of Organizing; Organizational Design, Organizational Structure, Types of Organizations, Organizational Chart, Elements of Organizational Design and Structure, Span of Management, Authority, Responsibility, Accountability, Process of Delegation, Centralization and Decentralization of Authority.

UNIT-III

Motivation: Introduction, Forms of Employee Motivation, Motivation Process, Maslow's Hierarchy of Needs Theory, ERG Theory, McClelland's Acquired Needs Theory, Equity Theory, Victor Vroom's Expectancy Theory.

Leadership: Meaning, Characteristics, Leadership Vs Management, Process of Leadership, Trait Approach, Behavioural Approach: Kurt Lewin's Behavioural Study, The Ohio State Studies, The University of Michigan Studies, The Managerial Grid, Contingency or Situational Approach: Hersey and Blanchard's Situational Leadership Model, Robert House' Path-goal Model

UNIT-IV

Communication: Meaning, Importance, Communication Process, Types of Interpersonal Communication, Formal and Informal communication; Flow Patterns of Communication, Factors Influencing Organizational Communication, Barriers to effective Organizational Communication, Strategies to overcome Communication Barriers.

Controlling: Definition, Characteristics, and Importance, Control Process, Types of Controls: Operations Control, Financial Controls and Structural Controls, Characteristics of Effective Control.

Suggested Readings:

1. Pravin Durai, "*Principles of Management: Text and Cases*", Pearson, 2019.
2. Koontz, Harold and Heinz Weihrich, "*Essentials of Management, An International Perspective*", 2015.
3. Kreitner, Robert, "*Management, Theory and Application*", 2010.
4. DuBrin, Andrew, J., "*Essentials of Management*", 9th Edition, 2011.
5. Robbins, Stephen P., Mary Coulter and Neharika Vohra, "*Management*", 10th Edition, 2008.

Note: Latest editions to be followed.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Workshop on Tally Prime
Course Code: FCOP-1090

Course Outcomes

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

CO1: learn about the basics of Accounting and Computerized Accounting in Tally Prime Software.

CO2: create Company in Tally Prime and record transactions in the software.

CO3: create Inventory Groups, Items and categories and will be able to prepare inventory records along with recording of financial transactions.

CO4: learn about the display of different types of Financial Statements in Tally Prime.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-I
Workshop on Tally Prime
Course Code: FCOP-1090

Time: 3 Hours
Hours per week
L-T-P
0-0-2

Max.Marks:50
Practical: 35
CA:15

Instructions for Paper Setters: The Students will prepare Practical file on the topics give in the syllabus. The examiner will evaluate the students on the basis of their performance in Practical Exam and Viva- Voce related to topics in the syllabus.

This workshop is designed to acquaint students with the skill to record transactions in Tally Prime Software and provide a solid foundation for a career in accounting. In this workshop students will learn about the following topics:

- **Basics of Accounting:** Introduction to accounting, Accounting Principles, Double Entry System of Accounting, Types of Accounts, Golden Rules of Accounting, Source documents for Accounting
- **Fundamentals of Tally Prime:** Downloading and Installation of Tally Prime and Steps to Create a Company, Shut a Company, Alter and Delete a Company.
- **Chart of Accounts:** Groups in tally prime & their Creation, Alteration and Deletion. Ledgers in Tally Prime & their Creation, Alteration and Deletion.
- **Creating Inventory Masters:** Creation of Unit of measure, Stock Groups and Stock Items, Stock Category and Godowns.
- **Vouchers:** Types of Accounting Vouchers and Recording of daily transactions in Accounting Vouchers.
- **Financial Reports in Tally Prime:** How to Display Trading and Profit and Loss Account, Balance Sheet, Trial Balance, Cash Flow and Fund Flow Statement, Ratios, Stock Summary.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Advanced Financial Accounting
Course Code: FCOL-2093

Course Outcomes:

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

CO1: Apply accounting techniques and methods for the formation of a partnership firm and admission of a partner.

CO2: Retirement and death of a partners and dissolution of partnership firms.

CO3: Learn about accounting treatment in case of complete and incomplete voyage and accounting for Hire Purchase Transactions.

CO4: Prepare consignment accounts and prepare Departmental financial accounts and consolidated financial accounts.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Advanced Financial Accounting
Course Code: FCOL-2093

Time: 3 Hours
L-T-P
4-0-0

Max.Marks:100
Theory:70
CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four).

Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each question will carry 14 marks.

UNIT-I

Partnership Accounts: Meaning, Features of partnership, Partnership Deed, Rules Applicable in the absence of Partnership Deed, Maintenance of Capital Account of partners: Fixed and Fluctuating Capital Method.

Computation and Accounting treatment of Interest on Capital, Interest on drawings, Interest on Partner's loan and advances, Salary, Commission etc to a partner, Distribution of Profits among Partners: Preparation of Profit and Loss Appropriation Account and preparation of capital accounts.

Goodwill and its Valuation: Methods of valuation of goodwill : Average profits method, Super profits method, Capitalization method, Hidden goodwill method.

UNIT-II

Admission of Partner: Calculation of New Profit-Sharing ratio, Sacrificing ratio, Accounting Treatment of Goodwill, Adjustment regarding Revaluation of Assets & liabilities, Distribution of Accumulated Profits and Reserves, Adjustment of Capital Accounts of partners, Preparation of Balance Sheet.

Retirement of Partner: Calculation of New Profit-Sharing ratio, Gaining ratio, Adjustment regarding Goodwill, Revaluation of Assets & Liabilities, Distribution of Undistributed Profits, Determination of Repayment of Amount due to Retiring partner and Mode of Payment, Adjustment of Capital Accounts of Partners, Death of a partner (Excluding Joint Life Policy and Individual Life Policy treatment)

UNIT-III

Dissolution of Partnership Firm-I: Meaning, Dissolution of Partnership Vs Dissolution of Firm, Modes of Dissolution of firm, Settlement of Accounts on Dissolution, Preparation of Realisation Account, Partners Capital Account. Accounting treatment of settlement of firm's liabilities through transfer of firm's Assets, Unrecorded Assets and Liabilities, Taking Over of Business of Dissolved Firm by a partner or partners in realization account and partners' capital account.

Dissolution of Partnership Firm-II: Insolvency of Partners, Application of Garner V/s Murray rule in case of insolvency of a partner only. Accounting treatment of insolvency of firm.

UNIT-IV

Voyage Accounts: Meaning, Expenses and Income of Voyage Account. Accounting Treatment in case of Complete Voyage. Voyage in progress, Accounting Treatment in Case of Incomplete Voyage.

Departmental Accounts: Meaning, basis of allocation of Common Expenses, Inter departmental transfers ,Accounting treatment, Preparation of Departmental Trading and Profit and Loss Account and Balance Sheet.

Suggested Readings:

1. Shukla, M.C., Grewal, T.S. and Gupta, S.C., "*Advanced Accountancy*," S Chand & Co, New Delhi, 2018.
2. Gupta, R.L. & Radheswamy, M., "*Advanced Accountancy Vol. I & II*," S Chand & Co, New Delhi, 2009.
3. Maheshwari, S.N., Maheshwari, S.K. & Maheshwari, S.K., "*Advanced Accountancy*"
4. Vikas Publishing House Pvt. Ltd., New Delhi, 11 Edition, 2018,
5. Sehgal, A. & Sehgal, D., "*Advanced Accountancy*" Taxmann Publication Pvt. Ltd., New Delhi, 2008.

Note: *Latest editions to be followed.*

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Banking and Principles and Practices
Course Code: FCOL-2094

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: have detailed knowledge of Commercial Banks and their importance to Indian economy.

CO2: understand different types of negotiable instruments

CO3: have in-depth knowledge of BASEL norms and regulatory framework

CO4: gain awareness of various banking innovations after nationalization.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Banking and Principles and Practices
Course Code: FCOL-2094

Time: 3 Hours

L-T-P

4-0-0

Max.Marks:100

Theory:70

CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four).

Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each Question carries 14 marks.

UNIT-I

Banking: Evolution of Modern Banking System in India. Present Structure of Indian Banking System.

Commercial Bank: Meaning, Nature, Types, Functions, Importance and Functions.

Central Bank: Role, Objectives and Functions of Reserve Bank of India, Techniques of Credit Control Credit Creation by RBI.

UNIT-II

Negotiable Instruments: Cheques, Drafts, Bills of Exchange and Promissory Notes, Endorsement and its types.

Management of Commercial Banks in India: Liquidity Management, Security Investments and Asset Liability Management, Management of NPA's.

UNIT-III

Reforms in the Indian Banking Sector: Narasimham Committee I and II, Raghuram Rajan Committee.

Introduction to Basel Norms: Significance, Implementation and Difficulties.

Financial Inclusion: Concept, Importance and Present Status.

UNIT-IV

Innovations in Banking: Wholesale and Retail Banking, Universal and Narrow Banking, Off Shore Banking and Multinational Banking and Cheque Truncation System.

Digitalization of Banking: E-banking, Mobile Banking, RTGS, NEFT, Debitcards, Credit cards, Smart cards, IFSC, MICR, UPI, BHIM and Paytm.

Demonetization: Concept and Impact on Indian Banking Sector.

Suggested Readings:

1. Khubchandani,BS, "PracticeandLawofBanking",MacMillanIndiaLtd,2000.
2. Nanda,KC, "CreditandBanking",ResponseBook,SagePublications,1999.
3. Sundram&Varshney, "BankingandFinancialSystem",SultanChand&Sons.
4. NeelamCGulati, "BankingandInsurance:Principles&Practices",ExcelBooks,2011.
5. IndianInstituteofBankingandFinance, "PrinciplesandPracticesofBanking",Mcmillan Education, 3rd edition, 2015.
6. JyotsnaBhatiaandNishwanSethi, "ElementsofBankingand Insurance",PHI,2ndedition,2012.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Principles of Marketing
Course Code: FCOL-2095

Course Outcomes:

After successful completion of this course, students will be able to–

CO1: understand the role and contribution of marketing to the business enterprise.

CO2: have conceptual understanding of the product life cycle and steps in new product development (NPD) process

CO3: identify the role of advertising, sales promotion, public relations, personal selling and direct marketing in the promotion mix.

CO4: understand the concept of Green marketing, Sustainable marketing, Social marketing and Relationship marketing.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Principles of Marketing
Course Code: FCOL-2095

Time: 3 Hours

L-T-P

4-0-0

Max.Marks:100

Theory:70

CA:30

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four).

Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section. Each Question carries 14 marks.

UNIT-I

Introduction to Marketing: Meaning, Nature and Scope of Marketing, Core Marketing Concepts, Company Orientation towards Marketplace, Marketing Mix, Marketing Management Tasks.

Marketing Environment: Consumer Needs & Wants; Macro Environment – Demographic Environment, Socio Cultural Environment, Economic Environment, Technological Environment, Political & Legal Environment, Natural Environment; Micro Environment.

Consumer Buying Behavior: Consumer Buying – Economic Perspective, Passive Perspective, Emotional Perspective, Cognitive Perspective; Types of Decisions; Consumer Buying Process; Factors Influencing Consumer behavior – Cultural Factors, Social Factors, Personal Factors, Psychological Factors.

Market Segmentation: Meaning of market segmentation; Bases for segmenting consumer markets; Market Targeting - Effective Segmentation Criteria; Evaluating and Selecting the Market Segments.

UNIT-II

Branding: Concept of Brand Equity; Building Brand Equity; Measuring Brand Equity; Managing Brand Equity; Devising a Branding Strategy.

Positioning: Concept of Positioning; Positioning Strategies; Differentiation Strategies.

Product Decisions: Concept; Product Levels; Product Categories – Goods, Services and Experiences, Convenience, Shopping and Specialty Goods, Industrial and Consumer Goods; Product Mix – Width, Length, Depth, Consistency; Product Evaluation; Packaging and labeling.

UNIT-III

Product Development and Product Life Cycle: New Product Development Process; Product life cycle – concept and strategic implications.

Pricing Decisions: Factors affecting Pricing Decision; Pricing Methods & Pricing Strategies.

Place Decision: Channels of Distribution – Concept and Functions; Channel Levels – Factors Affecting Channel Levels; Distribution Intensity; Channel Management – Channel Member Selection, Member Motivation, Channel Member Evaluation, Channel Conflict.

UNIT-IV

Promotion Decisions: The Role of Marketing Communications; Developing Effective communications, Developing and Managing an Advertising, Deciding on Media and Measuring Effectiveness, Sales Promotions, Events and Experiences, and Public Relations; Personal Communications: Direct and Interactive Marketing, Word of Mouth, and Personal Selling.

Services Marketing: Concept; Characteristics of Services; Services Marketing Mix; Marketing Challenges.

Retailing and Wholesaling: Importance of Retail; Types of Retailers; Retail Product; Features of Retailing; Concept of Wholesaling; Types of Wholesalers

Suggested Readings:

1. Philip Kotler, Kevin Keller, Abraham Koshey and Mithileshwar Jha. "Marketing Management: South Asian Perspective", Pearson Education New Delhi, 14th edition, 2013.
2. Ramaswamy, V.S. and Namakumari, S, "Marketing Management: Planning, Control", New Delhi, MacMillan, 4TH edition, 2009.
3. Enis, B.M., "Marketing Classics: A Selection of Influential Articles", New York, McGraw Hill, 1994.
4. William D. Perreault, Jr. & E. Jerome McCarthy, "Basic Marketing: A Global Managerial Approach," Tata McGraw-Hill, New Delhi, 15th edition, 2006.

Note: Latest editions to be followed.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Workshop on Life Skills
Course Code: FCOP-2090

Course Outcomes:

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

CO1: Learn those abilities that help promote overall well being and competence to be able to face the realities of life.

CO2: Develop psycho social competencies and interpersonal skills that will help them to make informed decisions, solve problems, think critically and creatively, communicate effectively, build healthy relationships, empathize with others and cope with managing their lives in a healthy and productive manner.

CO3: Adapt and adjust well with the changing demands of the society as young adolescents extend their relationships beyond parents and family and are intensely influenced by their peers and the outside world.

CO4: Get support in dealing with emotional conflicts and personal problems in the college and will learn how to incorporate the same in their daily lives.

Session: 2024-25
Master of Commerce Under Five Year Integrated Programme (FYIP) Semester-II
Workshop on Life Skills
Course Code: FCOP-2090

Time: 3 Hours
L-T-P
0-0-2

Max.Marks:50
Practical:35
CA:15

Instructions for the Paper Setters: The students will prepare Power Point Presentations on the topics specified in the syllabus. The examiner will evaluate the students on the basis of the presentation and their performance in Viva Voce.

Division of Marks:
Presentation: 20
Viva-Voce: 15

This workshop is designed to create awareness on various concepts of Life Skills (Emotional skills, thinking skills and social skills).

- Understanding Self-Esteem
- Positive Self-Talk
- Self-Care Basics
- Balanced Self-Care
- Making Plans and Setting Goals
- Empathy
- Critical thinking
- Creative thinking
- Decision-making
- Problem Solving
- Effective communication
- Interpersonal relationship
- Coping with stress
- Coping with emotions

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III**

Session: 2024-25

Course Title: Company Law

Course Code: FCOL-3092

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: have in depth knowledge about formation of a company and its registration, MOA and learn the mode to register and fill the documents online.

CO2: learn about AOA, prospectus, shares and related provisions

CO3: able to understand different types of share capital and related provisions, membership of company and have a clear conceptual understanding about the powers, duties and legal position of directors.

CO4: have in depth knowledge about company meetings and their winding up procedures and understand the role of NCLT, ROC, SEBI and special courts.

**Master of Commerce Under Five Year Integrated Programme (FYIP) Credit Based
Continuous Evaluation Grading System (CBCEGS) Semester-III**

Session: 2024-25
Course Title: Company Law
Course Code: FCOL-3092

Time: 3 Hours
L-T-P
4-0-0

Max.Marks:100
Theory:80
CA:20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Introduction: Company – Meaning and its Characteristics, Company vis-à-vis other Forms of Business, Lifting the Veil of Corporate Personality.

Kinds of Companies: Classification on the basis of incorporation; on the basis of members –Private company, public company, One Person company on the basis of liability of members; other kinds of companies – Companies with Charitable Objects, Government company, Foreign company, Holding and subsidiary company, associate company, small company; Exemptions and Privileges of Private Companies.

Formation of Company: Provisions applicable to incorporate of companies; Effect of Certificate of Incorporation; Conclusiveness of Certificate of Incorporation; Online Registration of Company.

Memorandum of Association: Memorandum of Association-Nature and content of memorandum – Alteration of memorandum- Doctrine of ultra vires.

UNIT-II

Article of Association: Purpose and content of articles, Provision for Entrenchment; Alteration of articles; Binding Force of Memorandum and Articles; Doctrine of constructive notice and indoor management.

Prospectus: Definition, Abridged Prospectus; Red-Herring Prospectus; Shelf Prospectus; Contents, Registration; deemed prospectus; statement in lieu of prospectus; Private Placement; Misstatement and its consequences.

Shares: Legal Nature of Share, Share vs. Stock; Kinds of Shares; Issue of Shares at Par, Premium and Discount; Shares with Differential Voting Rights; Bonus Issues; Rights Issues; Issue of Sweat Equity Shares; Employees Stock Option Scheme; Allotment of Shares-General Provisions and Special Provisions; Transfer and Transmission of Shares, Calls and Forfeiture of Shares.

UNIT-III

Share Capital: Kinds of Share Capital; Alteration of Share Capital; Reduction of Capital; Buy-Back of Shares.

Membership in a Company: Definition of member; Member vs. Shareholder; Methods of Becoming a Member; Who may become a Member? Termination of Membership; Rights of Members.

Company Management: Concept of Director; Legal Position of Directors; Number of Directors; Woman Director; Independent Director; Small Shareholder's Director; Qualification and Disqualification of Directors; Appointment of Directors; Obtaining Director Identification Number(DIN); Number of Directorships; Removal of Directors; Retirement of Directors; Resignation of Directors; Vacation of office of Directors; Meetings of Directors; Powers of Directors; Duties of Directors.

UNIT-IV

Company Meetings: Meaning of a Meeting; Kinds of Company Meetings; Requisites of Valid Meeting (General Meeting); Quorum; Proxy; Voting at General Meeting; Chairman; Motion; Resolutions; Registration of Resolutions and Agreements; Minutes of proceedings of Meetings.

Winding Up: Meaning of Winding Up; Modes of Winding Up; Consequences of Winding Up. Administration of Companies Act-National Company Law Tribunal (NCLT); Special Courts; Registrar of Companies; Securities and Exchange Board of India.

Suggested Readings:

1. N.D. Kapoor, "Company Law", Sultan Chand & Sons, New Delhi.
2. MC Kuchhal and Vivek Kuchhal, Business Legislation for Management, Vikas Publishing House.
3. S.N. Maheshwari and S.K. Maheshwari, Company Law, Himalaya Publishing House.
4. Ashok K. Bagri, "Company Law", Vikas Publications.
5. S.M. Shah, "Company Law: Lectures", N.M. Tripathi Publishers, Bombay.
6. Avtar Singh, "Introduction to Company Law", Eastern Book Company.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III
Session: 2024-25
Course Title: Banking Theory and Practice
Course Code: FCOL-3093

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: have detailed knowledge of Commercial Banks and their importance to Indian economy.

CO2: understand different types of negotiable instruments

CO3: have in-depth knowledge of BASEL norms and regulatory framework

CO4: gain awareness of various banking innovations after nationalization.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III
Session: 2024-25
Course Title: Banking Theory and Practice
Course Code: FCOL-3093

Time:3 Hours
L-T-P
4-0-0

Max.Marks:100
Theory:80
CA:20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Banking: Evolution of modern banking system in India. Present Structure of Indian Banking System.
Commercial Bank—Meaning, Nature, Types, functions, importance and functions.
Central Bank- Role, objectives and functions of Reserve Bank of India. Techniques of Credit Control
Credit Creation by RBI.

UNIT-II

Negotiable Instruments— Cheques, Drafts, Bills of Exchange and Promissory notes Endorsement and its types.
Management of Commercial Banks in India: Liquidity Management, Security Investments and Asset Liability Management

UNIT-III

Reforms in the India Banking Sector: Narasimham Committee I and II, Raghuram Rajan Committee.
Introduction to Basel Norms: Significance, Implementation and Difficulties
Financial Inclusion- Concept, Importance and present status.

UNIT-IV

Innovations in Banking: Wholesale and Retail Banking, Universal and Narrow Banking, Off Shore Banking and Multinational Banking and cheque truncation system.
Digitalization of banking—E banking, Mobile banking, RTGS, NEFT, Debit cards, Credit cards, Smart cards. Introduction to IFSC, MICR, UPI, BHIM and Paytm
Demonetization-Concept and impact on Indian banking sector

Suggested Readings:

1. Khubchandani,BS, '*PracticeandLawofBanking*',MacMillanIndiaLtd2000.
2. Nanda,KC, '*CreditandBanking*',*ResponseBook*,SagePublications,1999.
3. Sundram&Varshney, '*BankingandFinancialSystem*',SultanChand&Sons.
4. NeelamCGulati, '*BankingandInsurance:Principles&Practices*',ExcelBooks
5. IndianInstituteofBankingandFinance, '*PrinciplesandPracticesofBanking*,McMillanEducation.
6. JyotsnaBhatiaandNishwanSethi, '*ElementsofBankingandInsurance*',PHI

Note: Latest edition of the books may be used.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III
Session: 2024-25
Course Title: Business Communication
Course Code: FCOL-3094

Course Outcomes:

After the successful completion of this course, students will be able to-

CO1: understand the concept, process of business communication and corporate communication and barriers and overcoming the barrier of communication.

CO2: enhance their skills in business writings and communication.

CO3: develop the non- verbal skills, skills of negotiation.

CO4: develop the presentation skills and business etiquettes.

**Master of Commerce Under Five Year Integrated Programme (FYIP) Credit
Based Continuous Evaluation Grading System (CBCEGS) Semester-III**

Session: 2024-25

Course Title: Business Communication

Course Code: FCOL-3094

Time: 3 Hours
L-T-P
4-0-0

Max.Marks:100
Theory:80
CA:20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Nature and Process of Communication: Role of communication, defining communication, process of communication, elements of communication, barriers to communication, conditions for successful communication and characteristics of successful communication.

Organizational Communication: Importance and need of communication in management, corporate communication, and communication structure in an organization, Informal communication.

UNIT-II

Written Business Communication: Importance of Skills in Written Communication, Clarity in Writing, and Principles of Effective Writing.

Writing Letters, Memos and CVs Oral Communication: Meaning of Oral Communication, Need for learning oral communication skills, Choice of form of communication, Principles of successful oral communication, Characteristics of effective oral communication, barriers to effective oral communication, Conversation control.

UNIT-III

Non-Verbal Communication: Meaning, Classification of non-verbal communication, Advantages of learning non-verbal communication, and guidelines for developing non-verbal communication

Negotiation Skills: Meaning and Nature of Negotiation Need to negotiate, Factors affecting negotiation, Stages of the negotiation process, negotiation strategies.

UNIT-IV

Presentation Skills: Meaning, Elements of a presentation, Designing presentation, Transformational Leadership.

Business Etiquette: Meaning, Introduction, Business Dining, Business to Business Etiquette, Managing customer care.

Suggested Readings:

1. PD Chaturvedi and Mukesh Chaturvedi, "Business Communication – Concepts, Cases and Application", Pearson.
2. Raymond Lesikar, Marie Flatley, Kathryn Rentz, and Neerja Pande, "Business Communication: Making Connections in a Digital World"
3. Mary Ellen Guffey, and Dana Loewy, "Essentials of Business Communication", Cengage Learning.
4. John V. Thill, and Court and L. Bovee, "Excellence in Business Communication", Pearson Education.

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Based Continuous Evaluation Grading System (CBCEGS) Semester-III
Session: 2024-25
Course Title: Business Ethics and Corporate Social Responsibility
Course Code: FCOL-3095**

Course Outcomes:

After the successful completion of this course, students will be able to –

CO1: understand the concept of business ethics and emerging issues of business ethics.

CO2: identify and resolve the ethical dilemmas that occur in workplace.

CO3: understand the concept of corporate social responsibility.

CO4: demonstrate an ability to write and debate about the aspects of corporate governance in a manner that is analytical, logical and critical

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Based Continuous Evaluation Grading System (CBCEGS) Semester-III**

Session: 2024-25

**Course Title: Business Ethics and Corporate Social Responsibility
Course Code: FCOL-3095**

**Time:3Hours
L-T-P
4-0-0**

**Max.Marks:100
Theory:80
CA:20**

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Business ethics; Definition and nature, The Importance of Business Ethics, Emerging Business Ethics Issues, Business Ethics in a Global Economy Environmental ethics, marketing ethics, corporate ethics, ethical issues in HRM, Reasons for Ethical problems occurring in business.

UNIT-II

Ethical theories; Ethical Dilemmas, Sources and Their Resolutions. Individual Factors: Moral Philosophies, Organizational Factors: The Role of Ethical Culture and Relationships. Value based organizations.

UNIT-III

Concept of Corporate Social Responsibility (CSR), Limits of CSR, SWOT Analysis for evaluating organizational framework for discharging social responsibility, historical phases of CSR (Brief Introduction), perspectives on CSR (Brief Introduction), CSR models, drivers of CSR, CSR: Within the Organization, CSR and Society.

UNIT-IV

Corporate Social Responsibility Practices in India. Corporate Governance: Principles, Issues and Trends, Ethical Decision Making in Business, Different Models of Corporate Governance and Ethical leadership.

Suggested Readings:

1. Ghosh, B.N., "Business Ethics and Corporate Governance", 1st Edition (2011), Tata McGraw Hill.
2. Bhatt, K. and Sumitha, A., "Business Ethics and Corporate Social Responsibility", 2nd Edition (2011), Himalaya Publications
3. Bhanu Murthy, K.V. and Usha Krishna, "Politics, Ethics and Social Responsibilities of Business", 2010, Pearson Education, New Delhi.
4. V. Balachandran and V. Chandrasekaran, "Corporate Governance and Social Responsibility", 2009, PHI Learning Private Limited, New Delhi.
5. Murthy, "Business Ethics and Corporate Governance", 2009, Himalaya Publication

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III

Session: 2024-25

Course Title: Corporate Accounting

Course Code: FCOM-3096

Course Outcomes:

After the successful completion of this course, students will be able to–

CO1: prepare accounts relating to share capital, forfeiture and its redemption

CO2: learn about accounting treatment of issue and redemption of debentures. They will acquire conceptual knowledge of SEBI guidelines for underwriting and learn to prepare final accounts of companies.

CO3: understand meaning and accounting treatment of amalgamation and liquidation.

CO4: get in-depth knowledge about financial statements to be prepared by banking companies and insurance companies in India

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-III

Session: 2024-25

Course Title: Corporate Accounting

Course Code: FCOM-3096

Time: 3 Hours

L-T-P

3-0-1

Max.Marks:100

Theory: 50

Practical: 30

CA: 20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

Note: The Students are allowed to use [Non-Scientific] calculator.

UNIT-I

Share Capital- Issue and Forfeiture: Application of shares, Allotment of shares, Oversubscription of shares, Calls in arrears and calls in advance, Forfeiture of shares, Surrender of Shares, Reissue of Forfeited shares, Pro rata allotment, Right issue and Valuation of Right issue.

Redeemable Preference Shares: Accounting Procedure.

UNIT-II

Debentures: Meaning, Types, Issue of Debenture, Redemption of Debentures

Underwriting: Types, Disclosure Requirements, SEBI guidelines

Final Accounts of Companies: Form and Content of Profit and Loss Account and Balance Sheet, Divisible Profits, Transfer to Reserves, Dividends, Provision for Taxation

UNIT-III

Accounting for Mergers and Amalgamation: Amalgamation: Types. Amalgamation and External Reconstruction, Accounting in the books of Transferee Company

Liquidation of Companies.

UNIT-IV

Accounts of Banking Companies, Accounts of Insurance Companies

Practical

The students are required to prepare a project file where they will analyze the financial statements of banking and insurance companies in India. Viva voce on the basis of project work and course syllabus will be conducted by external examiner.

Division of marks: Project File 10 marks

Viva Voce 20 marks

Suggested Readings:

1. Shukla, M.C., Grewal T.S. and Gupta S.C: “Corporate Accounting”, 2008, S.Chand and Co., New Delhi.
2. Sehgal A. and Sehgal D., “Advanced Accounting”, Volume II, 2008, Taxmann Publications PvtLtd., New Delhi.
3. Jain S. PandNarang K.L., “Advanced Accountancy Corporate Accounting”, 2014, Kalyani Publishers, New Delhi.
4. Maheshwari S.N., and Maheshwari S.K., “Corporate Accounting”, 2009, Vikas Publication, New Delhi.
5. Goyal V.K., “Corporate Accounting”, 2009, Excel Books, New Delhi.
6. Gupta N. and Sharma C., “Corporate Accounting”, 2nd Edition, 2009, Ane Books Pvt Ltd,

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Cost Accounting

Course Code: FCOL-4091

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: Describe how cost accounting issued for decision making and performance evaluation, basic concepts of cost, Prepare cost sheet.

CO2: Demonstrate how material, labour and overhead costs are determined.

CO3: Prepare a budget and use budgetary control and other costing methods unit costing, job, batch, process costing.

CO4: Assess how cost-volume-profit are related and use CVP analysis as a planning and decision-making tool, use other techniques like standard costing and marginal costing for performance evaluation and cost control.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV

Session: 2024-25

Course Title: Cost Accounting

Course Code: FCOL-4091

Time: 3 Hours

L-T-P

4-0-0

Max.Marks:100

Theory: 80

CA: 20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting atleast one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Introduction to Cost Accounting: Meaning, nature, scope. Distinction between Cost & Financial Accounting, Cost Concepts– Elements of Cost, and Cost Classification, Cost Sheet- Meaning, Features and Preparation of Cost Sheet.

UNIT-II

Materials- Purchase & Storage Control & Pricing. Issue & Evaluation.

Labour– Meaning, Components of Labour Cost, Accounting g and Control of idle time and Overtime Costs, Methods of Wage Payment and Incentive Plans.

Overheads– Classifications, Apportionment and Absorption of Overheads, Calculations of factory overhead rates- machine hour rate and labour hour rate.

UNIT-III

Methods of Costing– Unit Costing, Job, Batch, Contract, Process.

Budgetary Control: Budgeting process, kinds of budgets, preparation of fixed and flexible budgets

UNIT-IV

Introduction to- Activity Based Costing, Target Costing. **Marginal Costing:** Concept of marginal cost; Marginal costing Versus Absorption costing. Cost –volume profit analysis. Practical applications of Marginal Costing..

Standard costing: Standard costing as a control technique. Variance analysis- meaning and importance. Calculation of material and labour variances.

Suggested Readings:

1. Lall. B.M., and I, C Jain, “Cost Accounting: Principles and Practice”, 1st edition (2010), Prentice Hall, Delhi
2. Khan, M.Y. and Jain P.K., “Cost accounting”, 1st edition (2003), Tata McGrawHillJawahar Lal and Srivastatva “Cost Accounting”, 4th edition (2008), Tata McGrawHill Publishing Co., New Delhi
3. Horngren, C.T.; Datar, S.M.; Foster, G.M.; Rajan, M.V. and Ittner, C.D. “Cost Accounting”, 13th edition (2009), Pearson ,Delhi
4. Drury, Colin, “Management and cost accounting,” 6th edition (2004), Thomson Learning
5. Saxena and Vashist, “Cost Accounting”, Sultan Chand and Sons.

Latest Editions of the books must be referred to.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV
Session: 2024-25
Course Title: Fundamentals of Investment Management
Course Code: FCOL-4092

Course Outcomes:

After successful completion of this course, students will be able to –

CO1: Understand investment decision process and how to deal with Indian security market.

CO2: Understand the concepts of bonds and different types of risk.

CO3: know about the various approaches of equity analysis.

CO4: know about the concept of financial derivatives.

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Fundamentals of Investment Management

Course Code: FCOL-4092

Time: 3 Hours

L-T-P

4-0-0

Max. Marks: 100

Theory: 80

CA: 20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

The Investment Environment: The investment decision process, Types of Investments Commodities, Real Estate and Financial Assets, The Indian securities market, the market participants and trading of securities, security market indices, sources of financial information.

Return and risk: Concept, Calculation, Tradeoff between return and risk, Impact of taxes and inflation on return.

UNIT-II

Fixed Income Securities: Bond Fundamentals, Estimating bond yields, Bond Valuation, Types of bond risks, default risk and credit rating.

UNIT-III

Approaches to Equity Analysis: Fundamental Analysis, Technical Analysis and Efficient Market Hypothesis. Valuation of Equity Shares using various models.

UNIT-IV

Portfolio Analysis and Financial Derivatives: Portfolio and Diversification, Portfolio Risk and Return, Mutual Funds, Introduction to Financial Derivatives-Forwards, Futures & Options, Financial Derivatives Markets in India.

Suggested Readings:

1. Hirt, Geoffrey, and S.Coautor Block. Fundamentals of investment management.
2. Reilly & Brown. Investment Analysis & Portfolio Management. Cengage.
3. Chandra, Prasanna. Investment Analysis & Portfolio Management. McGrawHill Education
4. Jordan, Bradford. Fundamentals of investments. McGraw-Hill Higher Education.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV
Session: 2024-25
Course Title: Insurance and Risk Management
Course Code: FCOL-4093

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: know about the concept of risk management with the help of insurance.

CO2: acquire knowledge about reinsurance and various distributions channels of insurance.

CO3: have conceptual clarity of basic concepts and principles of insurance and types of insurance policies

CO4: understand the regulatory framework of Insurance in India.

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Insurance and Risk Management

Course Code: FCOL-4093

Time: 3 Hours

L-T-P

4-0-0

Max. Marks: 100

Theory: 80

CA: 20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Concept of Risk, Types of Risk, Managing Risk, Sources and Measurement of Risk, Risk Evaluation and Prediction. Disaster Risk Management, Risk Retention and Transfer.

UNIT-II

Concept of Insurance, Need for Insurance, Globalization of Insurance Sector, Reinsurance, Coinsurance, Assignment. Endowment.

UNIT-III

Nature of Insurance Contract, Principle of Utmost Good Faith, Insurable Interest, proximate cause, contribution and subrogation, Indemnity, Legal Aspects of Insurance Contract, Types of Insurance, Fire and Motor Insurance, Health Insurance, Marine Insurance, Automobile Insurance.

UNIT-IV

Control of Malpractices, Negligence, Loss Assessment and Loss Control, Exclusion of Perils, Actuaries, Computation of Insurance Premium. Regulatory Framework of Insurance: Role, Power and Functions of IRDA, Composition of IRDA, IRDA Act 1999.

Suggested Readings:

1. George, E. Rejda, *Principles of Risk Management and Insurance*, Pearson Education.
2. Dorfman, Marks S., *Introduction to Risk Management and Insurance*, Pearson
3. All the three modules of Insurance and Risk Management by Institute of Chartered Accountants of India
4. Gupta. P.K, *Insurance and Risk Management*, Himalaya Publishing House.
5. Mishra, M.N., *Principles and Practices of Insurance*, S. Chand and Sons.
6. Dinsdale, W.A., *Elements of Insurance*, Pitaman.
7. Black, K. and H.D. Skipper, *Life and Health insurance*, Pearson Education
8. Crane,F., *Insurance Principles and Practices*, John Wiley and Sons, New York.
9. Vaughan,E.J.andT.Vaughan,*Fundamentals of Risk and Insurance*,Wiley&Sons
10. Hansell, D.S. *Elements of Insurance*, Macdonald & Evans Ltd.

Note: Latest edition of textbook may be used.

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Marketing Management

Course Code: FCOL-4094

Course Outcomes:

After successful completion of this course, students will be able to–

CO1: understand the role and contribution of marketing to the business enterprise.

CO2: have conceptual understanding of the product life cycle and steps in new product development (NPD) process

CO3: identify the role of advertising, sales promotion, public relations, personal selling and direct marketing in the promotion mix.

CO4: understand the concept of Green marketing, Sustainable marketing, Social marketing and Relationship marketing.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV
Session: 2024-25

Course Title: Marketing Management

Course Code: FCOL-4094

Time: 3 Hours

L-T-P

4-0-0

Max. Marks: 100

Theory: 80

CA: 20

Instructions for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section. Each question will carry 16 marks.

UNIT-I

Introduction to Marketing: Meaning, Nature and Scope of Marketing, Marketing Concepts and Philosophies, Marketing Process, Marketing Mix.

Marketing Environment: Consumer Needs & Wants; Macro Environment – Demographic Environment, Socio Cultural Environment, Economic Environment, Technological Environment, Political & Legal Environment, Natural Environment; Micro Environment.

Consumer Buying Behavior: Consumer Buying – Economic Perspective, Passive Environment, Emotional Environment, Cognitive Environment; Types of Decisions; Consumer Buying Process; Factors Influencing Consumer behavior – Cultural Factors, Social Factors, Personal Factors, Psychological Factors.

Market Segmentation: Meaning and concept of market segmentation; Need for segmentation; Bases for segmenting consumer markets

UNIT-II

Differentiation & Positioning: Concept of Differentiation; Three Sides of Positioning; Process of Positioning; Positioning Strategies; Repositioning

Product Decisions: Concept; Product Levels; Product Categories – Goods, Services and Experiences, Convenience, Shopping and Specialty Goods, Industrial and Consumer Goods; Product Mix–Width, Length, Depth, Consistency; Product Evaluation; Packaging and labeling.

Product Development and Product Life Cycle: New Product Development Process; Product life cycle – concept and strategic implications.

UNIT-III

Pricing Decisions: Four C's of Pricing – Company Objectives, Company Cost Considerations, Consumer Considerations, Competitor Reactions; Pricing Methods– Cost-Oriented Pricing Approach, Demand and Perceived Value- Oriented Pricing, Competition-Oriented Pricing; Pricing Strategy – Price Penetration and Skimming.

Place Decision: Channels of Distribution – Concept and Functions; Channel Levels – Factors Affecting Channel Levels; Channel Management – Channel Member Selection, Member Motivation, Channel Member Evaluation, Channel Conflict.

Promotion Decisions: Communication Model; Promotion Objectives; Promotion Mix–Advertising, Personal Selling, Sales Promotion, Publicity, Public Relations; Promotion Strategy – Pull Vs Push.

UNIT-IV

New Developments in Marketing: Sustainable Marketing – Evolution, Meaning, Sustainable Consumer Behavior, Sustainable Marketing Mix, Gains from Sustainable Marketing; Green Marketing – Need and Concept; Green Marketing Mix, Opportunities Offered by Green Marketing; Challenges of Green Marketing; Social Marketing – Type of Social Changes, Social Marketing Mix, Social Change Strategies, Social Marketing Challenges; Relationship Marketing – Relationship Marketing Dimensions, Relationship Ladder, Relationship Customers, Relationship Marketing Principles, Relationship Building Strategies; Ethical Issues in Marketing.

Services Marketing: Concept; Characteristics of Services; Services Marketing Mix; Marketing Challenges.

Retail Marketing: Importance of Retail; Types of Retail; Retail Product; Features of Retailing

Suggested Readings:

1. Philip Kotler, Kevin Lane Keller, Abraham Koshy and MithileshwarJha, Marketing Management A South Asian Perspective, Pearson Education.
2. Paul Baines, Chris Fill and Kelly Page, Marketing Asian Edition, Oxford University Press.
3. Harsh V. Verma and Ekta Duggal, Marketing, Oxford Higher Education.
4. Rajan Saxena: Marketing Management, Tata McGraw Hill.
5. Arun Kumar and N Meenakshi, Marketing management, Vikas Publishing House.

Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV
Session: 2024-25
Course Title: Goods and Services Tax (GST)
Course Code: FCOL-4095

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: know about the various concepts of Goods and Services Tax.

CO2: understand the concepts of supply and ITC under GST law

CO3: prepare and file GST return.

CO4: learn about the facilities available at GST portal and role of GST Suvidha Providers

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Goods and Services Tax (GST)

Course Code: FCOL-4095

Time: 3 Hours

L-T-P

4-0-0

Max. Marks: 100

Theory: 80

CA: 20

Instruction for the Paper Setter:

Eight questions of equal marks are to be set, two in each of the four sections (A-D). Questions of sections A-D should be set from Units I-IV of the syllabus respectively. Students are required to attempt five questions, selecting atleast one question from each section. The fifth question maybe attempted from any section. Each question will carry 16 marks.

UNIT-I

GST Act 2017: Overview, Constitutional aspects, Implementation, Liability of Tax Payer, GST Council, Brief Introduction to IGST, CGST, SGST and UGST. Levy and collection. Exemption from GST: Introduction, Composition Scheme and remission of Tax.

Registration: Introduction, Registration Procedure, Special Persons, Amendments/Cancellation.

UNIT-II

Supply: Concept, including composite supply, mixed supply, interstate supply, intra-state supply, supply in territorial waters, place and time of supply.

Input Tax Credit: Introduction, Tax Invoice Credit & Debit notes.

UNIT-III

Tax Invoice Credit & Debit notes, e-way bill. Computation of GST Liability and Payment including time, method of making payment, challan generation, CPIN, TDS &TCS. Reverse charge.

Returns: GSTR3B, GSTR-Tran1, GSTR1, GSTR2, GSTR3

UNIT-IV

GST Portal: Introduction, GST Eco-system, GST Suvidha Provider (GSP), Uploading Invoices

Suggested Readings:

1. Taxmann: Taxmann's GST Manual 2017. Taxman, Publications (P) Ltd.
2. Datey V.S., Taxmann's GST Ready Reckoner Taxman, Publications (P)Ltd.
3. Gupta S.S., GST- How to meet your obligations 2017. Taxman, Publications (P) Ltd.
4. www.cbec.gov.in

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

Session: 2024-25

Course Title: Seminar

Course Code: FCOS-4096

Course Outcomes:

On successful completion of this course, students will be able to:

CO1: Develop strong communication skills.

CO2: Develop the skills that will help in enhancing and shaping their thoughts and creativity.

CO3: Improve their conceptual knowledge and develop critical thinking.

**Master of Commerce Under Five Year Integrated Programme (FYIP)
Credit Based Continuous Evaluation Grading System (CBCEGS) Semester-IV**

**Session: 2024-25
Course Title: Seminar
Course Code: FCOS-4096**

**L-T-P
0-0-4**

Max. Marks: 50

The topics of the seminar will be discussed with the students in the class.

