



**MES Garware College of Commerce, Pune, India
(Autonomous)**

**Affiliated to
Savitribai Phule Pune University, Pune**

AUTONOMY HANDBOOK

**Choice Based Credit System - CBCS
(2021 Pattern)
With effect from Academic Year 2022-23**

**Degree Programme of
Master of Commerce (M.Com)**

Course Contents

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Course Contents

Course Code: M1-21/401	Subject / Course: Capital Market and Financial Services (Compulsory Subject)	Marks: 100 Credits: 4
<p>Course Objectives:</p> <ol style="list-style-type: none"> 1. To acquaint the students with the structure and working of the Indian capital market. 2. To make the students aware about the various types of Indian Stock Market and their listing process. 3. To enable the students to understand various transactions in stock exchanges and agencies involved in it. 4. To know the role of SEBI as a Regulatory body in the Indian Capital Market. 		
<p>Course Outcome:</p> <p>After completing the course, the student shall be able to</p> <p>CO1: Understand the basic structure, working and recent trends in the Indian Capital Market.</p> <p>CO2: Know about functions, procedures related to the Indian Stock Market and precautions to be taken.</p> <p>CO3: Analyze and apply the knowledge of investment avenues and their management of portfolio.</p> <p>CO4: Know the role of SEBI in regulating stock exchange and education of investors and financial advisors.</p>		

Unit	Unit Title	Contents	No. of Lectures
I	Capital market:	1.1 Meaning, Structure, Characteristic and Functions of Capital Market. 1.2 Participants of Capital Market - Capital market instruments - Equity share, Preferences shares, Debenture, Bonds, 1.3 Innovative debt instruments: Junk bonds, Naked bonds and Deep discount bonds 1.4 Forward Contract, Futures Contract, Options Contract with trading 1.5 Recent trends in the Capital Market in India.	15

Unit	Unit Title	Contents	No. of Lectures
II	Stock Market	2.1 Bombay Stock Exchange (BSE) and National Stock Exchange (NSE): Organization, Membership, Governing Body, Functions and trading volumes 2.2 Over the Counter Exchange of India (OTCEI): Functions and Progress. 2.3 Primary market: Functions and issue mechanism. Latest SEBI guidelines, Procedure of IPO, Price Band, Participants, Prospectus 2.4 Secondary market : Objectives, and functions 2.5 Concepts: Stock Broking, e-Broking, Depository System-Functions and Benefits of Stock Market trading 2.5.1 Index: SENSEX, NIFTY, Bank NIFTY 2.5.2 Types of Trading: Intraday Trading, Delivery Trading, Derivatives Trading, Precautions for Traders and Investors. 2.6 Listing of Securities Procedure	15
III	Financial Services	3.1 Merchant Banking: Meaning, Functions and Services 3.2 Underwriting 3.3 Mutual funds: Meaning and Functions 3.3.1 Types - Open and closed ended funds, Income funds, Balanced fund, Growth fund, Index fund 3.3.2 Portfolio Management: Meaning and Services 3.4 Credit rating: meaning and need 3.4.1 Various credit rating agencies in India 3.5 Foreign Institutional Investment (FII), Foreign Direct Investment (FDI) 3.6 Hedge funds, Offshore funds.	15
IV	Securities and Exchange Board of India (SEBI)	4.1 SEBI: Background, Establishment and Functions 4.2 Regulatory aspects, recent changes & emerging trends of SEBI 4.3 Investors' education and redressal mechanism by SEBI 4.4 SEBI approved Financial Adviser: Role and Functions.	15
Total No of Lectures			60

Teaching Methodology:

Unit	Unit Title	Teaching methodology	Outcome expected	Weightage of Marks (%)
			Conceptual, understanding, Knowledge / Skills / Attributes etc.	
I	Capital Market	1. Assignment Based Reference Reading 2. Collaborative exchange of information	Students understand the capital market and its trends in recent years.	Equal weight age to all the topics
II	Stock Market	1. Expert Lecture 2. Demo of live trading	Students experience live trading in the stock market and understand its operations.	-
III	Financial Services	1. Group Discussion 2. Case Study	Students get acquainted with the information of different financial services and their importance in Economic Growth.	-
IV	Securities And Exchange Board of India (SEBI)	1. Visit to SEBI 2. Exploring SEBI website 3. PPT	Students know about the functions of SEBI and its role in the Indian Financial Market.	-

Evaluation Method:

Evaluation Method Unit No.	Total Marks 100			Tutorial / Practical
	Formative Assessment		Summative Assessment	
	CCE I 20 Marks	CCE II 20 Marks	Semester End Examination 60 Marks	Not Suggested
I, II, III, IV	Departmentally organised assignment	Centrally organised Tests	College Organised Examination	-

Suggested Readings:

Sr. No.	Title of the Book	Author/s	Publication
1.	Indian Financial System	M.Y. Khan	Tata Macgraw Hill Publishing Co. Ltd.
2.	Capital markets institutions and instruments	Frank J.Fabozzi & Franco Modigliani	Prentice Hall of India, New Delhi
3.	Financial Markets and Institutions	Fredric Mishkin and Stanley Eakins	Pearson Prentice Hall, Boston San Francisco, New York.
4.	Investment Management	Preeti Singh	Himalaya Publishing House, New Delhi
5.	Indian Economy (Latest Edition)	Rudder Dutta, Gaurav Dutta, and Sundram	Himalaya Publishing House, New Delhi.
6.	Capital Market	Golden Natrajan	Himalaya Publishing House, New Delhi

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Course Code: M1-21/402	Subject / Course: Industrial Economic Environment (Compulsory Subject)	Marks: 100 Credits: 4
<p>Course Objectives :</p> <ol style="list-style-type: none"> 1. To provide knowledge about basic issues in the Industrial Economic Environment. 2. To make students aware about Industrial growth and pattern in Indian Economy. 3. To make students enable to review and analyse New Industrial Policy, 1991. 4. To study the progress and current problems of selected industries in India. 		
<p>Course Outcome :</p> <p>After completing the course, the student shall be able to</p> <p>CO1: Students will come to know basic issues and factors affecting the economic environment.</p> <p>CO2: Students will be able to grasp industrial growth pattern and relative importance and problems faced by different industries.</p> <p>CO3: Learners will get the ability to critically evaluate the New Industrial Policy.</p> <p>CO4: Students will understand the place of selected industries in the Indian Economy along with the current problems.</p>		

Unit	Unit Title	Contents	No. Of Lectures
I	Industrial Economic Environment	1.1 Industry: Meaning and Classification 1.2 Economic Environment : Meaning and Definitions 1.3 Role and Importance of Economic Environment in Industrial Development 1.4 Factors affecting economic environment 1.5 Green GDP	15
II	Industrial Growth and Pattern in Indian Economy	2.1 Role of Industries in Economic Development of India 2.2 Industrial Growth Pattern Since 1991. 2.3 Public Sector Industries –Role, Problems and Present Situation, Disinvestment and PublicPrivate Partnership (PPP) 2.4 Micro, Small, Medium Enterprises (MSMEs) – Meaning, Role and Problems 2.5 Special Economic Zones (SEZs)	15

Unit	Unit Title	Contents	No. Of Lectures
		2.6 Multi-national Corporations (MNCs) and Indian Economy: Current Status 2.7 Industrial Imbalance: Causes and Measures	
III	Industrial Policy and Issues	3.1 Introduction of Industrial Policy 3.2 Industrial Policy of 1991 – Features and Implementation 3.3 Liberalization, Privatization and Globalization – Concept, Arguments for and Against, Impact on Indian Industry	15
IV	Selected Industries in India	4.1 Iron and Steel Industry: Progress and Problems 4.2 Cotton and Textile Industry 4.3 Cement Industry 4.4 Banking and Finance 4.5 Information Technology 4.6 Upcoming Indian Industries 4.6.1 Pharmaceuticals 4.6.2 Hospitality 4.6.3 Food Processing 4.6.4 Green Energy	15
Total No.of Lectures			60

Teaching Methodology:

Unit	Unit Title	Teaching methodology	Outcome expected	Weightage of Marks (%)
			Conceptual understanding Knowledge / Skills / Attributes etc	
I	Industrial Economic Environment	1. Group Learning 2. Discussion	Students become able to relate theory with the real world economic environment.	Equal weight age to all the topics
II	Industrial Growth and Pattern in Indian Economy	1. Students' presentation 2. Data Mining	Students become familiar about the current status of Indian Industries under the era of reforms.	-

Unit	Unit Title	Teaching methodology	Outcome expected	Weightage of Marks (%)
			Conceptual understanding Knowledge / Skills / Attributes etc	
III	Industrial Policy and Issues	1. Library Assignments 2. Web - References	Students can critically evaluate industrial policies in India and analyze the impact of new industrial policy adopted by India.	-
IV	Selected Industries in India	1. Group Activity 2. Industry specific Panel discussion	Students understand role, progress and problems of selected industries in India and their contribution in Economic Growth and Development.	-

Evaluation Method:

Evaluation Method Unit No.	Total Marks 100			Tutorial / Practical
	Formative Assessment		Summative Assessment	
	CCE I 20 Marks	CCE II 20 Marks	Semester End Examination 60 Marks	Not Suggested
I, II, III, IV	Departmentally organised assignment	Centrally organised Tests	College Organised Examination	-

Books Recommended:

Mandatory Readings:

Sr. No.	Title of the Book	Author/s	Publication	Place
1.	Economics of Environment of Business (with case studies),	Puri V. K., Mishra S. K	Himalaya Publishing House Pvt. Ltd	Mumbai
2.	Datt&Sundharam's Indian Economy	GauravDatt& AshwiniMahajan	S. Chand & Company Ltd.,	New Delhi

Sr. No.	Title of the Book	Author/s	Publication	Place
3.	Indian Economy: Problems of Development & Planning	Agrawal A. N.,	New Age International,	New Delhi
4.	Indian Economy- Its Development Experience	Puri V. K., Mishra S. K	Himalaya Publishing House Pvt. Ltd	Mumbai

Suggested Readings:

Sr. No.	Title of the Book	Author/s	Publication	Place
1.	Business Environment	Francis Cherunilam	Himalaya Publishing House Pvt. Ltd	Mumbai
2.	Economics of Environment	Garg M. R	RBSA Publishers	Jaipur
3.	Environmental Economics	Singh G. N. Singh G. N	Mittal Publications	New Delhi
4.	Industrial Growth in India	Ahluwalia J. J	Oxford University Press	New Delhi
5.	Industrial Economics in India	Desai B.,	Himalaya Publishing House Pvt. Ltd	Mumbai
6.	Industrial Economics	Birthwal R. R.,	Wiley Eastern Ltd.,	New Delhi
7.	Environmental Economics: Theory & Applications.	Singh & Shishodia	Sage Publication	New Delhi
8	Indian Economy Its Growing Dimensions	Dhar P. K.	Kalyani Publishers	New Delhi
9.	Industrial Economics	Singh A & A.N. Sadhu	Himalaya Publishing House Pvt. Ltd	Bombay

Sr. No.	Title of the Book	Author/s	Publication	Place
10.	Indian Economy	Tandon B. B., Tandon K. K.,	McGraw Hill Publishing Company Ltd.,	New Delhi
11.	India's Economic Policies	Jalan B	Viking	New Delhi
12.	Industrial Economics – Indian Perspective	Francis Cherunilam	Himalaya Publishing House	
13.	Make in India	Dr. Satish Deodhar		

Suggested Web/E-Learning Resources:

Sr. No		Web references Recommended
1	Lectures	https://www.economicnetwork.ac.uk/teaching/Lecture%20Slides/Industrial%20Economics
	PPT	http://www.powershow.com/view/26979b-GI2M/INDUSTRIAL_ECONOMICS_powerpoint_ppt_presentation
	Articles	https://onlinelibrary.wiley.com/journal/14676451
2	Lectures	https://www.studocu.com/en/document/university-of-nottingham/industrial-economics/lecture-notes/lecturenotes-lectures-1-10/594973/view
	PPT	http://www.staff.city.ac.uk/~sj355/INDUSTRIAL%20intro.ppt
	Articles	https://onlinelibrary.wiley.com/doi/10.1002/ind.14676451
3	Lectures	https://www.hse.ru/data/2010/10/22/24130267/BSc4_industrial_en.pdf
	PPT	https://slideplayer.com/slide/11650124
	Articles	https://econpapers.repec.org/article/blajindec/

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Course Code : M1-21/403	Course: Special Elective Subject - Group A (Advanced Accounting & Taxation) Subject: Recent Advances in Accounting, Taxation & Auditing	Total Marks:100 Credits:04
Course Objectives :		
<ol style="list-style-type: none"> 1. To make students understand fundamentals of Technology-Based Accounting. 2. To disseminate information about the most recent reforms in the field of taxation. 3. To familiarize students with the concepts of Advanced Accounting for Corporates 4. To acquaint students with the Emerging Trends in Accounting 		
Course Outcome :		
After completing the Course, the student shall be able to:		
CO1: Understand the fundamentals of Technology-Based Accounting.		
CO2: Understand the major Tax Reforms in India		
CO3: Gain knowledge about the fundamentals of Advanced Accounting for Corporates.		
CO4: Gain knowledge about the Emerging Trends in Accounting		

Unit	Unit Title	Contents	No of lectures
I	Technology based Accounting	<ol style="list-style-type: none"> 1. Cloud Accounting 2. Block Chain Accounting 3. Role of Artificial Intelligence in Accounting Automated Accounting Process 4. Role of Big Data in Accounting 	15
II	Tax Reforms in India	<ol style="list-style-type: none"> 1. Goods and Service Tax Reforms 2. Corporate Tax Reforms 3. Personal Tax Reforms 	15
III	Advanced Accounting for Corporates	<ol style="list-style-type: none"> 1. Human Resource Accounting 2. Environmental Accounting 3. IPR Accounting 4. ESOP Accounting 	15

Unit	Unit Title	Contents	No of lectures
IV	Emerging Trends in Accounting	1. Inflation Accounting 2. Creative Accounting 3. Forensic Accounting 4. Lean Accounting	15
Total No of Lectures			60

Teaching Methodology:

Unit	Unit Title	Teaching methodology	Project / Hands-on exposure / Practice-based	Outcome expected		Weightage of Marks (%)
				Conceptual understanding of Knowledge / Skills / Attributes etc.		
I	Technology based Accounting	Case Studies, PowerPoint Presentation, Group Discussion, Library Visit, Class Discussion.	Project report shall be prepared on Cloud Accounting, Block Chain Accounting etc.	To gain the knowledge of use of technology for accounting by accountants and accounting firms.	To understand the importance of Remote Electronic Accounting.	27
II	Tax Reforms in India	The project, Quiz Competition, Case Studies, Interaction with the Industry Expert, Class Discussion, Internet Resources.	Project report shall be prepared on Tax Reforms in India.	To impart the knowledge of the latest reforms established in the field of accounting, auditing and taxation.	To disseminate information on the most recent taxation reforms.	27

Unit	Unit Title	Teaching methodology	Project / Hands-on exposure / Practice-based	Outcome expected		Weightage of Marks (%)
				Conceptual understanding of Knowledge / Skills / Attributes etc.		
III	Advanced Accounting for Corporates	Case studies, Team Exercise, Field visit, PowerPoint Presentation, Group Discussion	Project report shall be prepared on Human Resource, Environmental, IPR or ESOP Accounting	To know the need and importance of the audit in banks.	To understand the Process of audit in banks.	23
IV	Emerging Trends in Accounting	The project, Quiz Competition, Case Studies, Library Assignment, Class Discussion.	Project report shall be prepared on Emerging Trends in Accounting	To acquaint students with the future accounting concepts.	To understand the Emerging Trends in Accounting	23

Evaluation Method:

Evaluation Method / Unit	Marks (100)		
	Continuous Comprehensive Evaluations (CCE) (Internals) (Marks)		Summative Assessment
	Various Internal Examination CCE I (20 Marks)	Mid Semester Examination CCE II (20 Marks)	Semester End Examination (60 Marks)
I, II, III, IV	Departmentally organized assignment	Centrally (College Level) organized Tests	College Organized Examination

Suggested Readings:

Sr. No.	Title of the Book	Author/s	Place
1.	Journal of Accounting & Finance	Accounting Research	Jaipur
2.	Journal of Indian Accounting	Indian Accounting	Jaipur
3.	The Accounting World	The ICFAI University	Dehradun

Web References

Sr. No.	Website Address	Institution
1.	https://www.icmai.in	Institute of Cost Accountants of India
2.	https://www.icai.org	ICAI - The Institute of Chartered Accountants of India
3.	https://www.icsi.edu	ICSI - Institute of Company Secretaries of India



Course Code : M1-21/404	Special Elective Subject – Group A (Advanced Accounting & Taxation) Subject / Course : Project Work / Case Studies	Marks : 100 Credits: 4
<p>Course Objectives :</p> <ol style="list-style-type: none"> 1. To cultivate research attitude among the students with respect to the subject of their specialization - Advanced Accounting & Taxation. 2. To provide opportunity to students to apply the theoretical knowledge to practical business situations. 3. To equip students with investigative and analytical skills so as to arrive at systematic, valid and logical conclusions. 4. To enable students to prepare the Synopsis and complete the Project successfully. 		
<p>Course Outcome :</p> <p>After completing the course, the student shall be able to</p> <p>CO1: Select a topic with respect to the subject of their specialization - Advanced Accounting & Taxation and identify the research area/ statement of problem.</p> <p>CO2: Apply their conceptual knowledge in practical situation and learn the art of concluding a research- study in a systematic manner</p> <p>CO3: Learn to plan the research-work, collect reliable and valid data, analyze and arrive at meaningful conclusions.</p> <p>CO4: Prepare and present a Synopsis and Project Report by applying the skills and techniques studied.</p>		

Teaching Methodology:

For the project work a student can select any topic relating to principles, practices and procedures of Accounting, Auditing, Taxation and Management Accounting. Any topic from the syllabus of the papers studied at the M.Com under special paper Accounting & Taxation. Such a topic needs to be connected to the commercial organizations or educational institutions in existence. In this regard, following areas have been listed out for Project Work in Accountancy:

Sr. No.	Area of Project Work
1.	Financial statement Analysis of – a. A Limited Company for 5 years b. Five Companies of five different industries c. Five companies of one industry e.g. Automobile, Engineering and Textile
2.	Study of Working Capital Management of a large Company.
3.	Study of Budgetary Control System of four Companies
4.	Study of Management Information System of four Companies.
5.	Procedure of preparation of Consolidated Balance Sheet by Holding Company having two / three subsidiaries companies.
6.	Valuation of Shares of 10 unlisted Companies.
7.	A study of Amalgamation/Merger of procedure of two Companies (Accounting procedure)
8.	A comparative study of Accounting System of Hotel industry – Five Star, Three star, large Hotel and small Hotel.
9.	Comparative study of Accounting of Hospitals from Private sector, Trust and Small Hospital.
10.	Study of Accounting for Grants to school, college and institute.
11.	Application of Inflation Accounting to a large Company's Balance Sheet.
12.	Human Resource Accounting for Software, Marketing, Consulting Company
13.	Preparation of Value Added Statements of a Company and its comparison with Conventional Accounting Statement.
14.	Preparation of Economic Value Added Statement of a Company and its comparison with Conventional Accounting Statement.
15.	A study of Application of Accounting Standards of five Companies.
16.	Audit planning of five firms of Auditors.
17.	A study internal Audit system of four companies.
18.	Tax planning of 10 assesses
19.	Tax Planning regarding purchase of House Property.
20.	Tax planning of Partnership Firm/ Limited Company.
21.	Taxation of Public Trust
22.	A study of Perquisites and its impact on Taxable Income Employees from 10 different Companies.
23.	A study of ten Export Oriented Units from Taxation point of view.
24.	Financial viability of five Co-operative Sugar Factories
25.	Comparative Study of Taxable Income of Individuals and HUF

Sr. No.	Area of Project Work
26.	Problem of units paying Service Tax
27.	Accounting for Tour and Travel business.
28.	Comparative Study of Housing Loan Schemes of Banks and Financial Institutions.
29.	Comparative Study of Fees Structure of Non-grant and Grant in Aid Educational Institutions.
30.	A survey of 20 shareholders regarding utility of Published Annual Accounts of Company.
31.	Study of Investment Pattern of 20 Individuals from Taxation point of view.
32.	Preparation of Project Report for Small Scale Industry, Hotel, Xeroxing business, Computer Institute, Hospital, Transport Business, Petrol Pump.
33.	Ascertainment of Cost of Capital from Annual Accounts of five Companies.
34.	A financial viability study of Sick Industrial Companies.
35.	A study of Tax Audit Report of Non-Corporate and Corporate Assesses.
36.	A study of Secretarial Audit Report of five companies.
37.	A study of Cost Audit Report of two companies.
38.	A study of Government system Audit of Commercial Undertaking / Local bodies
39.	Commentary on Public Accounts Committee of Central Government.
40.	A comparative study of different Accounts Software e.g. Tally, SAP, ERP, Local Software etc.
41.	Consolidation procedure of different units of an Educational Society
42.	A study of Significant Accounting Policies of different Companies from different Industries.
43.	A study of Qualified Audit Reports of different Companies.
44.	Comparative study of Advances of Credit Co-op. Societies and Urban Co-op Banks.
45.	Preparation of Project Report of Agro based industries, Poultry Farming, Dairy business, Nursery, Horticulture farm.
46.	A study of Vehicle Loan schemes of different Banks.
47.	Excise Accounting at manufacturing unit.
48.	A comparative study of NPA of Urban Co-op Banks
49.	A study of Corporate Responsibility Statements of Annual Accounts of 10 Companies
50.	A study of Cash Flow Statement from Annual Accounts of 10 Companies
51.	Accounting of Leasing and Finance Companies.

Sr. No.	Area of Project Work
52.	A study of Accounting of Electricity Company, (Tata Power, Ahmedabad Electricity Power Co. Ltd.)
53.	An exemption under Income Tax Act, availed by 10 different assesses.
54.	A comparative financial analysis of running of Luxury buses by private operators and State Transport Corporation.
55.	Financial Analysis of Produce Exchanges at Taluka Level.
56.	Comparative study of Annual Report of 3 Co-op Banks for the year ending 2008 - 09.
57.	Comparative study of Annual Report of 3 Limited companies for the year 2008-09
58.	Various Accounting Policies followed by Financial Institutions.
59.	Impact of IRAC Norms of financial position of any co-operative bank over last 3 years.
60.	Audit classification of a Credit Co-op. Society for last 2 years.
61.	Determination of Taxable Income of a Charitable Hospital as per Section 11,12,12A & 35 of I.T. ACT.Act. 1961.
62.	Accounting Standards, their application by the limited company to its annual accounts.
63.	Comparative study of effect of Depreciation Allowance on Book Profit & taxable profits of a limited company for 3 years including carried forward and set-off.
64.	Analysis of any three recent cases decided by High Court.
65.	Study of fraud cases detected by application of S.A.P.
66.	Comparative study of Financial Statements of Educational Institutions for 2 years.
67.	A study on E filing of Tax Returns- Income Tax, VAT, Service Tax etc.
68.	A study of Computerized Accounting system in any business unit
69.	A Study of Total Scheme of Taxation in India
70.	A Study of Indian Constitution and Tax Legislations
71.	A Study of Direct 7 Indirect taxes in India
72.	A Study of Registration Procedure under various Tax Laws
73.	A Study of Return Procedure under various Tax laws
74.	A Study of Assessment Procedure under various Tax laws
75.	A Study of Import Export Procedure under Customs Act
76.	A Study of Powers & Duties of Authorities under various Tax Act and Rule
77.	A Study of Practical Difficulties in Taxation Filing & Filing Returns and Registration Procedure

Sr. No.	Area of Project Work
78.	A Study of Role of taxation in India
79.	A Study of various machineries for redressal of grievances.

The above list is illustrative. However, a student can select a specific topic in consultation with the Guide.

Preparation of Project Report: In the light of exposure to different functional areas and research methodology at M.Com. Semester III, students have to collect the data relevant to their topic or problem, analyse the same methodologically, make intelligent observations and offer some practical suggestions/solutions. In order to complete the task following Report Contents and Chapter Scheme is suggested which can be adopted with or without modification.

REPORT CONTENTS:

Sr. No.	Contents
A	Cover Page
B	Company Certificate
C	Guide Certificate
D	Acknowledgement
E	Declaration
F	Executive Summary

TENTATIVE CHAPTER SCHEME:

Sr. No.	TENTATIVE CHAPTER SCHEME:
Chapter 1	Introduction To Study
Chapter 2	Company Profile
Chapter 3	Objectives Of Study
Chapter 4	Review Of Literature
Chapter 5	Research Methodology
Chapter 6	Data Analysis And Interpretations

Sr. No.	TENTATIVE CHAPTER SCHEME:
Chapter 7	Observations And Findings
Chapter 8	Conclusions And Suggestions

Method of evaluation:

Internal Evaluation	External Evaluation
Internal Evaluation will be of 40 marks: Synopsis – 30 marks Oral Presentation 10 marks	External Evaluation will be of 60 marks: Project Work – 50 marks Oral Presentation 10 marks



Course Code : M1-21/405	Subject / Course: Recent Advances in Cost Auditing and Cost System	Total Marks : 100 Credits : 04
Course Objectives :		
<ol style="list-style-type: none"> 1. To acquaint students with Cost Accounting Standards and their applications. 2. To familiarize students with GST Audit and Productivity Audit. 3. To help the students to study the applications of Enterprise Resource Planning (ERP) and E-costing. 4. To acquaint the students with recent trends in Cost Accounting. 		
Course Outcome :		
After completing the Course, the student shall be able to		
CO1: Get acquainted with Cost Accounting Standards and their applications.		
CO2: Understand the concept of GST Audit and Productivity Audit.		
CO3: Get acquainted with the application of Enterprise Resource Planning and E-Costing.		
CO4: Get equipped with the knowledge about recent trends in Cost Accounting.		

Unit	Unit Title	Contents	No of Lectures
I	Cost Accounting Standards (CAS) – 1 to 12	Cost Accounting Standards- 1 to 12 (Drafts and latest Amendments)	12
II	Cost Accounting Standards (CAS) – 13 to 24	Cost Accounting Standards- 13 to 24 (Drafts and latest Amendments)	12
III	Basics of GST Audit and Productivity Audit.	3.1 Meaning of GST Audit, it's applicability, Qualification and Disqualification of Auditor, Features, Scope and Benefits 3.2 Procedure for conducting GST Audit and reporting under GST Audit 3.3 Meaning, Features, Scope and Benefits of Productivity Audit. 3.4 Problems in conducting the Productivity Audit and Means to overcome these problems.	18

Unit	Unit Title	Contents	No of Lectures
IV	Enterprise Resource Planning (ERP) and Recent Trends in Cost Accounting	4.1 Introduction, Meaning, Features, Benefits & Limitations of ERP, Benefits of Implementing ERP 4.2 E–Costing Features 4.3 Various techniques & tools of Manufacturing and its impact On Costing: 4.3.1. ‘5 S’ (Sort, Set in Order, Shine, Standardize, Sustain) 4.3.2. Lean Manufacturing 4.3.3. Kaizen Technique. 4.3.4. Total Productivity Maintenance 4.3.5. Artificial Intelligence 4.3.6. Any other recent techniques.	18
Total No of Lectures			60

Teaching Methodology:

Unit	Unit Title	Teaching methodology	Project / Practical	Outcome expected		Weightage of Marks (%)
				Conceptual understanding	Knowledge / Skills / Attributes, etc.	
I	Cost Accounting Standards (CAS) – 1 to 12	Presentations Lectures of industry experts	N/A	Understand Cost Accounting Standards in depth	Conceptual understanding Fundamental knowledge Experiential learning	28
II	Cost Accounting Standards (CAS) – 13 to 24	Presentations Lectures of industry experts	N/A	Understand Cost Accounting Standards in depth	Conceptual understanding. Fundamental knowledge	28
III	Basics of GST audit And Productivity Audit.	Guest Lecture by professional. Internship under GST Practitioner	N/A	Understand GST Audit and Productivity Audit	Conceptual clarity Experiential learning	28

Unit	Unit Title	Teaching methodology	Project / Practical	Outcome expected		Weightage of Marks (%)
				Conceptual understanding Knowledge / Skills / Attributes, etc.	Application & Analytical skills	
IV	Enterprise Resource Planning (ERP) and Recent Trends in Cost Accounting	Seminar/workshop	N/A	Able to understand the significance and applicability of ERP Able to understand recent techniques of Cost Accounting	Conceptual Understanding Upgradation of knowledge	

Evaluation Method:

Unit	Evaluation Method	Marks (100)		
		Formative Assessment		Summative Assessment
		CCE I (20)	CCE II (20)	SEMESTER (60)
Cost Accounting Standards (CAS) – 1 to 12	Assignment/MCQ	10	N/A	Theory (16 Marks)
Cost Accounting Standards (CAS) – 13 to 24	Assignment/MCQ	10	N/A	Theory (16 Marks)
Basics of GST Audit And Productivity Audit.	MCQ	N/A	10	Theory (16 Marks)
Enterprise Resource Planning (ERP) and Recent Trends in Cost Accounting	MCQ	N/A	10	Theory (12 Marks)

Suggested Readings:

Sr. No.	Title of the Book	Author/s	Publication
1.	Cost Accounting Standards	Institute of Cost Accountants of India (ICAI)	ICAI, Kolkata
2.	A Handbook on Goods & Services Tax – GST	CA Pushpendra Sisodia	Bharat Law House Pvt. Ltd.
3.	Enterprise Resource Planning	Veena Bansal	Pearson India New Delhi
4.	Bharat's GST Laws with rate of Tax on Goods and Services (Amended Bare Act Rule)	Bharat Law House	Bharat Law House Pvt. Ltd, New Delhi
5.	A Birds Eye view of GST	R.K. Jha and P.N. Singh	Asia Law House, Hyderabad
6.	A Birds Eye view of GST	R.K. Jha and P.N. Singh	Asia Law House, Hyderabad
7.	Total Productivity Maintenance	K.S. Madhavan	Shingo Institute of Japanese Management Amazon

Suggested Web / E-Learning Recourses:

Sr. No	Topic	Lectures (YouTube / Swayam / MOOCs / etc.)	Films	Journals / Articles / Case Studies
1	Cost Accounting Standards (CAS) – 1 to 12	https://www.youtube.com/user/CMAICAI/ videos	N/A	www.globalcma.in
2	Cost Accounting Standards (CAS) – 13 to 24		N/A	
3	Basics of GST audit and Productivity Audit.		N/A	
4	Enterprise Resource Planning (ERP) and Recent Trends in Cost Accounting		N/A	

Course Code: M1-21/406	Special Elective Subject – Group B (Advanced Cost Accounting & Cost Systems)	Marks: 100 Credits: 4
Subject / Course : Project Work / Case Studies		
Course Objectives:		
<ol style="list-style-type: none"> 1. To create a research aptitude amongst the students. 2. To provide an opportunity to students to apply the research skills. 3. To select a specific topic in the Costing Domain for research and complete it by applying maximum research elements. 4. To enable students to prepare the Synopsis and complete the Project successfully. 		
Course Outcome :		
After completing the course, the student shall be able to		
CO1: Understand the research elements and its importance in research.		
CO2: Select the research topic in the Costing Domain.		
CO3: Use maximum research elements and undertake the Research Project in selected area.		
CO4: Complete the Research Project successfully.		

Methodology for Project Work:

Project work is a compulsory. A students can select any topic relating to Costing. Any topic from the syllabus of the papers studied at the M.Com Part One or Part Two under special paper ‘Advanced Cost Accounting & Cost Systems’ can be studied. Such a topic needs to be connected to the commercial organizations or educations institutions in existence. In this regards, following indicative areas have been listed out:

Sr. No.	Area of Project Work
1	Marginal Costing: Techniques based on annual reports of listed companies. To study the applications of marginal costing in taking managerial decisions.
2	Budgetary Control: A Study of Budgetary Control System established therein and used for cost control purpose in an industry

Sr. No.	Area of Project Work
3	Statement of Cost of Production of the taxable goods (refer Rule 30 of the CGST Rules, 2017)
4	Environmental Audit.
5	Cost Audit: Cost Audit Programme. Understanding the procedure of cost audit, cost accounting record rules of the respective industry and preparation of cost audit report.
6	Process Costing: Process industry & Understanding the use of process costing method in the factory, cost analysis at each stage in particular and cost analysis in general done in the sugar factory.
7	Pricing Decisions: Visit to any industry understanding the different methods and techniques used by the concern in pricing different products.
8	Cost Control and Cost Reduction: Visit to any manufacturing concern and understanding the different methods used fruitfully by the priority in cost control and cost reduction.
9	Contract Costing: Visit to any construction / contracting firm and understanding ascertainment of contract cost, allocation and apportionment of different expenses and apportionment of profit on incomplete contract.
10	Costing in Service Industry: Visit to any hotel, airlines, hospitals or any other service industry and understanding the costing methods used in the concerned service industry and its utility to ascertain the cost of service rendered as well as for controlling the cost.
11	Application of activity-based costing.
12	Study of job evaluation and merit rating in industrial unit
13	Application of costing techniques to agro based industries i.e. fishery, dairy, poultry etc.
14	Cost reduction program and its implementation in an Industry.
15	Study of Costing Techniques and its use in Decision Making
16	Study of Application of Costing Techniques used in Onion – Cash Crop, Sugarcane, Cotton, Horticulture etc. industries.
17	Study of Various Measurement Policies (Risk Management)
18	Study of minimum wages.

Sr. No.	Area of Project Work
19	Study of Cost Associate with finance of any company
20	Study of Cost Structure of Different Companies from same Industry.
21	Study of Cost – Benefit – Analysis of any Company/ Industry or Public Project.
22	Ratio Analysis, using specific parameters of Financial Statements of any Company.

Preparation of Project Report:

In line with the guidelines and the theoretical understanding of the subject - Research Methodology at M.Com Semester III, students have to collect the data relevant to their topic or problem in Costing Domain, analyse the same methodologically, make intelligent observations and offer some practical suggestions. In order to complete the task following Report Contents and Chapter Scheme is suggested which can be adopted with or without modification.

REPORT CONTENTS:

Sr. No.	Contents
A	Cover Page
B	Company Certificate
C	Guide Certificate
D	Acknowledgement
E	Declaration
F	Executive Summary

Tentative Chapter Scheme:

Sr. No.	Tentative Chapter Scheme:
Chapter 1	Introduction To Study
Chapter 2	Company Profile
Chapter 3	Objectives of Study

Sr. No.	Tentative Chapter Scheme:
Chapter 4	Review of Literature
Chapter 5	Research Methodology
Chapter 6	Data Analysis and Interpretations
Chapter 7	Observations and Findings
Chapter 8	Conclusions and Suggestions

Method of evaluation:

Internal Evaluation	External Evaluation
Internal Evaluation will be of 40 marks: Synopsis – 30 marks Oral Presentation 10 marks	External Evaluation will be of 60 marks: Project Work – 50 marks Oral Presentation 10 marks

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Course Code: M1-21/407	Subject / Course : Introduction to Cyber Security - IV	Marks: 25 Credits: 1
Course Objectives:		
<ol style="list-style-type: none"> 1. To study system Architecture and system security 2. To study OS Security and Wireless Networks Security 		
Course Outcome:		
After completing the course, the student shall be able to		
CO1: Know how system Architecture and system security works		
CO2: Understand the concepts of OS Security and Wireless Networks Security		

Unit	Unit Title	Contents	No. of lectures
I	Security Architectures and Models	1.1 Designing Secure Operating Systems 1.2 Controls to enforce security services 1.3 Information Security Models	3
II	System Security	2.1 Desktop Security 2.2 email security: PGP and SMIME 2.3 Web Security: web authentication, SSL and SET 2.4 Database Security	5
III	OS Security	3.1 OS Security Vulnerabilities, updates and patches 3.2 OS integrity checks 3.3 Anti-virus software 3.4 Configuring the OS for security 3.5 OS Security Vulnerabilities, updates and patches	5
IV	Wireless Networks and Security	4.1 Components of wireless networks 4.2 Security issues in wireless	2
	Total		15

Evaluation Method:

Unit	Evaluation Method	Marks (25)		Project / Practical (If any)
		Formative Assessment	Summative Assessment	
		CCE I (10)	SEMESTER (15)	
I	Assignments	Assignments	MCQ	NA
II	Assignments	Assignments	MCQ	NA
III	Assignments	Assignments	MCQ	NA
IV	Assignments	Assignments	MCQ	NA

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Course Code: M1-21/408	Subject / Course: Soft Skills - II	Marks: 50 Credits: 2
Course Objectives:		
<ol style="list-style-type: none"> 1. The Course aims at enhancing the ability of a student to work in any situation with ease and grace. 2. Increase fluency in expression and speech and make students confident speakers. 3. Application of Corporate Etiquettes in various corporate engagements 		
Course Outcome:		
After completing the course, the student shall be able to		
CO1: This will help to carry their personality in the corporate world with competency and consistent performance.		
CO2: It improves verbal and non-verbal communication.		
CO3: It develop negotiations and team building skills.		

Sr. No.	Title	Content	Total No of Lectures
1	Body Language	Importance, need, etiquettes	4
2	Public Speaking	Content development, voice, audience	4
3	GD -PI and Resume Writing	Comprehension, Listening Skills, resume writing skills	4
4	Email Writing	Structure of email, Examples	4
5	Interpersonal Skills	Negotiation skills, Cross cultural issues	4
6	Corporate Etiquettes	Dressing, grooming	5
7	Forming and Inculcating Good Habits	Meeting, telephonic etiquettes	5
Total			30

Evaluation Method:

Unit	Topics	Marks (50)		Project / Practical (If any) will be assigned as per the need of the topic and discretion of the course teacher
		Formative Assessment		
		CCE I (30)	CCE II (20)	
1	Body Language	Presentation	Assignment	
2	Public Speaking	Presentation	Assignment	
3	GD -PI and Resume Writing	Presentation	Assignment	
4	Email Writing	Presentation	Assignment	
5	Interpersonal Skills	Presentation	Assignment	
6	Corporate Etiquettes	Presentation	Assignment	
7	Forming and Inculcating Good Habits	Presentation	Assignment	-

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