

Structure of the Course
M.Com (Accounting and Finance)
I Year

Semester - I

Serial No	Course Component	Subject	Lecture Hours	Credit	Subject Code
1.1	Core	Advanced Financial Accounting	6	5	
1.2	Core	Financial Markets and Institutions	6	4	
1.3	Core	Financial and Cost Audit	6	5	
1.4	Core	Advanced Financial Management	6	5	
1.5	Core	Corporate Laws	6	4	

Semester II

Serial No	Course Component	Subject	Lecture Hours	Credit	Subject Code
2.1	Core	Advanced Corporate Accounting	6	5	
2.2	Core	Corporate Ethics and Governance	6	5	
2.3	Core	Quantitative Techniques	6	5	
2.4	Core	Investment Analysis and Portfolio Management - I	6	4	
2.5	Core	Computer Applications in Business	6	4	

II YEAR

Semester – III

Serial No	Course Component	Subject	Lecture Hours	Credit	Subject Code
3.1	Core	Advanced Cost Accounting	6	5	
3.2	Core	Taxation – I	6	5	
3.3	Core	Research Methods for Business	6	5	
3.4	Core	Investment Analysis and Portfolio Management - II	6	4	
3.5	Elective I	Human Resource Management (Or) International Marketing Management	6	3	

Semester – IV

Serial No	Course Component	Subject	Lecture Hours	Credit	Subject Code
4.1	Core	Advanced Management Accounting	6	5	
4.2	Core	Taxation – II	6	4	
4.3	Elective II	Enterprise Resource Planning (Or) E-Commerce and its Applications	6	3	
4.4	Core	Institutional Training (Project and Viva Voce)	6	10	

ADVANCED FINANCIAL ACCOUNTING

UNIT – I

Accounting – Concepts and Conventions – Accounting Standards and Procedures – Final Accounts with Adjustments

UNIT – II

Depreciation Accounting – Need and Causes for depreciation – Methods of depreciation – Hire purchase and Installments Systems – differences – Hire purchase Trading Account – Fire Insurance claims and average clause

UNIT-III

Partnership accounts -Admission, Retirement and Death – Treatment of goodwill

UNIT-IV

Dissolution of partnership firm – Dissolution of firm – conversion

UNIT-V

Responsibility Accounting – Human Resource Accounting. Financial Reporting – Annual reports – Half yearly report – content of annual reports disciplines in financial reporting.

NOTE: Question Paper shall cover 40% Theory and 60% Problems.

BOOKS FOR REFERENCE:

1. R.L Gupta & Radhasamy, “Advanced Accounting”, Vol – I, S.Chand & Company, New Delhi
2. R.S N Pillai, Bagavathi & S.Uma, “Fundamentals of Advanced Accounting Financial Accounting”, S.Chand & Company, Vol - II
3. S.K. Battacharyya, “Accounting for Management”, Vikas publishing house Pvt Ltd, 3rd Edition, 2007
4. Carl S. Warren, James M.Reeve & Philip E.Fess, “Financial Accounting”, Thomson-South –Western Publications, 9th Edition, 2004
5. Dr. Ashok Sehgal & Dr. Deepak Sehgal, “Advanced Accounting / Financial Accounting”, Taxman’s Publications, 6th Edition, 2008.

FINANCIAL MARKETS AND INSTITUTIONS

UNIT – I

Nature and Role of Financial System – An overview of the Indian Financial System – Financial Sector Reforms – Reserve Bank of India - Securities and Exchange Board of India.

UNIT – II

Banking Institutions - Commercial and Co-Operative Banks - Non-Bank Financial Institutions - Small Savings and Provident Funds - Unit Trust of India and Mutual Funds

UNIT III

Non Banking Financial Intermediaries – Loan companies – Investment Companies – Hire Purchase Finance – Lease Finance – Housing Finance – Mutual Benefits Financial Companies – Merchant Banks – Venture Capital Funds Credit Rating - Public Deposits with Non-Banking Companies – Non bank Statutory Financial Organizations.

UNIT - IV

Financial Markets - Call Money Market - Treasury Bills Market - Commercial Bills Market - Markets for Commercial paper and Certificates of Deposits - The Discount Market - Market for Financial Guarantee - Government (Gilt-edged) Securities Market

UNIT - V

Industrial Securities Market - International Dimensions of Financial Markets - Foreign Exchange Market and Foreign Capital Market

NOTE: Question Paper shall cover 100% Theory.

BOOKS FOR REFERENCE

1. Financial Institutions and Markets, L.M.Bhole, Tata McGraw – Hill Publishing Company Limited, New Delhi
2. Financial Instruments and Services, Nalini Prava Tripathy, Prentice Hall of India, New Delhi
3. Financial Markets and Institutions, S. Gurusamy, Vijay Nicole Imprints (P) Ltd.

FINANCIAL AND COST AUDIT

Unit – I

Financial Audit – nature and scope – essentials of Company Audit – Revenue and Capital transactions – duties and liabilities of Auditors – importance of Audit Report

Unit – II

Cost Audit- Evolutions - Concepts- Objectives and Scope - Cost Audit Vs Financial Audit- Cost Audit as aid to the Management - Cost auditor- Qualifications and Appointment - Rights, powers, duties and Responsibilities- Financial Auditor- Cost Auditor- Internal Auditor and their relationship.

Unit – III

Cost Audit planning - Familiarization with industry and systems and schemes - Requirements of cost audit - importance – Preparations - model plan and routine.

Unit – IV

Internal Control System relationship to Financial Audit and Cost Audit - Evaluation of internal control system - Accounting and budgetary Control - capacity utilization and Inventory Control

Unit – V

Cost Audit - working papers and notes - cost audit report - Rules and contents – Cost audit Report and Financial Audit Report – Rules and Contents

NOTE: Question Paper shall cover 100% Theory.

References

1. A.R.Ramanathan, “ Cost and Management Audit”, Tata Mc Graw Hill, Latest edition
2. Gupta, “ Contemporary auditing”, Tata Mc Graw Hill, 2001
3. D.Dutta Chowdhury: “cost audit and management audit”.
4. Philip. I. Deliese and Others: Montgomery’s auditing, John Wiley and sons
5. M.V.Rathnam: Cost audit and management audit, Kitab Mahal.
6. B.N.Tandon: Practical Auditing- S.Chand and Co,2001.

ADVANCED FINANCIAL MANAGEMENT

UNIT – I

Financial Management – Nature, Scope and Objectives – Financial decisions - Relationship between Risk and Return – Role and functions of Financial Manager – Time value of money – concept of value and return.

UNIT – II

Cost of Capital – Meaning and importance – Cost of debt, preference, equity and retained earnings – weighted average cost of capital – capital budgeting – Techniques – ROI, payback period and discounted cash flow.

UNIT – III

Financial leverage –measures – EBIT, EPS Analysis – operating leverage –financial - business and operating risks – Theories of capital structure – net income approach – Net Operating Income Approach - MM Hypothesis – Determinants of capital structure – leasing – Nature & Types of leasing –Advantages and disadvantages of leasing – Financial evaluation of leasing.

UNIT – IV

Dividend Theories – Walter"s model – Gordon and MM"s models – Dividend policy – forms of Dividend – Determinants of dividend policy.

UNIT – V

Management of Working Capital – Concept – Importance – Determinants and computation of working capital – Management of Cash, Inventory and Receivables – Regulations of Bank Credit to Industry

NOTE: Question Paper shall cover 60% theory and 40% Problem

BOOKS FOR REFERENCE:

- 1 S.N Maheswari, Financial Management, Sultan Chand Ltd, New Delhi
- 2 L.J.Gitman and Dr.M.Manickam, Principles of Managerial Finance, Pearson Education.
- 3 I.M. Pandey, "Financial Management", Vikas Publishing House (P) Ltd.
- 4 Khan & Jain , " Financial Management", Tata Mcgraw-Hill Publishing Company Ltd.
- 5 James C. Van Horne, "Financial Management and Policy", Pearson Education

6 Prasanna Chandra, “Financial Management”, Tat McGraw Hill Publishing Company Ltd

CORPORATE LAWS

UNIT - I

Introduction to Company Law – Company Meetings – Resolutions – Board of directors – qualifications, rights, duties, Power and liabilities

UNIT - II

SEBI Act – SEBI Regulations – Corporate governance clause 49A – Transparency and disclosures

UNIT - III

Competition Law - provisions - FEMA - provisions

UNIT - IV

Information Technology Act - Intellectual Property Rights - Patents Act - Copy Rights - Trade Marks and Merchandise Act.

UNIT - V

Environment Protection Act – Consumer Protection Act – MRTP Act relating to Restrictive Trade Practices and Unfair Trade Practices

NOTE: Question paper shall cover 100% theory

REFERENCES

- 1 Bare Acts
- 2 Corporate Laws, Taxman,2001
- 3 ND Kapoor, “Corporate Law” Sultan chand, New Delhi
- 4 ACS Study Materials

ADVANCED CORPORATE ACCOUNTING

UNIT – I

Preparation of Final accounts – Schedule VI Part I and Part II – Managerial remuneration – dividend declaration out of the past and the current profits – Issue of Bonus shares – Preparation of Profit & Loss account and Balance Sheet

UNIT – II

Bank Accounts – Preparation of Profit and Loss Account and Balance Sheet – Introduction to **Insurance Company Accounts** – Life Insurance and General Insurance – Preparation of Revenue Accounts – Profit and Loss Accounts – Balance Sheet

UNIT - III

Amalgamation of companies – Meaning – features – Purchase Consideration – meaning – methods (lump sum payment method, net assets method, intrinsic value of shares method) – accounting entries for amalgamation – practical problems – **Absorption** and reconstruction of companies – meaning – accounting entries for absorption – practical problems – **Reconstruction of companies** – external reconstruction – internal reconstruction – meaning – procedure – accounting entries

UNIT – IV

Winding up of companies – Meaning – Modes of winding up - Accounts relating to liquidation of companies - Meaning of liquidation - preferential payments - Role of liquidators and their duties - preparation of statement of affairs - Liquidation final statement of account

UNIT – V

Holding Company Accounts - Consolidation of Balance Sheets – consolidated Profit and Loss Account – Inter-company holdings and Non- Controlling Interest - Consolidated Cash flow statement

NOTE: Question paper shall cover 20% Theory and 80% Problems.

REFERENCE BOOKS

1. M.C. Shukla & T.S.Grewal, Advanced Accounting, S.Chand & Sons, New Delhi 2008 edition
2. R.L.Gupta and Radhasamy, Advanced Accounting, Sultan Chand & Sons, New Delhi, 2011 edition
3. Jain & Narang, Advanced Accounting, Kalyani Publication, 2010 edition
4. Arulanandam and Raman, Advanced Accounting, Himalaya Publishing Publications House 2008 edition
5. S.P. Iyengar, Advanced Accounting, Himalaya Publishing Publications, 2002 edition
6. T.S.Reddy, et. Al. Corporate Accounting, Chennai, Margam Publications, 2006 edition

COMPOSITION OF QUESTIONS

	QP Pattern	Theory	Problem
PART – A	5 x 5 = 25 marks	8 Questions from all five units	-
PART – B	5x15 = 75 marks (either or)	-	10 Questions

CORPORATE ETHICS AND GOVERNANCE

UNIT - I

Relevance of Business Ethics – Arguments for and against – Ethics and Value in 21st century - Ethics in Indian business

UNIT - II

Corporate Governance – Meaning and Scope – Transparency - Disclosures – Shareholders welfare Vs Stakeholders approach

UNIT - III

Business Ethics and Corporate Social Responsibility – Difference – Responsibilities towards Stakeholders – Issues and Challenges – Regulating Standards

UNIT - IV

SEBI and corporate governance – Clause 49 A of SEBI listing Agreement – governance committees – Audit committees - Shareholders grievances committee investor protection - Management discussion analysis – shareholders information - Disclosure requirements.

UNIT - V

Role of Accountants and Auditors – Accountability – Professional Codes & Values – Shareholders Activitism

REFERENCE BOOKS

1. R.C.Sekhar -Ethical Choices in Business-Response Books,2002.
2. Corporate Governance and business Ethics by All India Management Association- Excell Books.
3. William H. Shaw ,Business Ethics–Thomson Publications.
4. N. Balasubramanyan ,”Corporate boards and Governance -Sterling publishers.
5. Referencer on corporate governance and directors duties and responsibilities- publication of Institute of Company Secretaries of India.
6. Neville Bain &David Band , “Winning Ways through corporate governance” -Macmillan publishers,.
7. Nareshchandra committee report published in Chartered secretary ,feb 2003-Vl.33,No.2.

8. SEBI report on corporate governance published in Economic Developments in India , vol:20,1999.
9. John Harper, “ Chairing the Board” ,Kogan press.

QUANTITATIVE TECHNIQUES

UNIT I

Probability-Definition- Events- Addition and Multiplication Theorems on Probability.— Conditional probability – Baye’s theorem - - Theoretical Distributions- Binomial, Poisson and Normal- Simple problems applied to finance.

UNIT II

Correlation- Meaning- Types of Correlation- Coefficient of Correlation- Methods of studying Correlation: Karl Pearson’s Coefficient of Correlation- Rank Correlation – Coefficient of Determination. -Meaning and assumptions- Regression equations- Regression Coefficients Time Series Analysis-Meaning- Components of Time Series- Methods of measuring different components- Use of time series data for financial analysis.

UNIT III

Net work Scheduling by PERT / CPM.- Basic components- Logical Sequence- Rules of Network Construction—Concurrent Activities- Critical Path Analysis. Resource Analysis in Network Scheduling- Introduction-Project Cost-Time-Cost optimization Algorithm

Transportation Problem (T.P): Linear Programming Formulation of the Transportation Problem- Existence of Solution in T.P. Loops in Transportation Tables- Solution of a (TP)- Finding an Initial Basic Feasible Solution- Test for Optimality- Degeneracy in TP. Transportation Algorithm (MODI METHOD)

UNIT IV

QUEUEING THEORY: Queueing System- Elements of a Queueing System- Operating Characteristics of a Queueing System-Deterministic Queueing System- Probability distributions in Queueing System Classification of Queueing Models-Poisson Queueing Systems - Games and Strategies Two-Person Zero-Sum Games. Some Basic Terms. The Maximin-Minimax Principle- Games Without Saddle points-Mixed Strategies.- Graphic Solution of $2 \times n$ and $m \times 2$ Games.- Dominance Property.

UNIT V

INVENTORY CONTROL- Types of Inventories-Reasons for carrying Inventories-The concept of EOQ- Deterministic Inventory Problems with No Shortages-Deterministic Inventory Problems - Problems of EOQ with Price Breaks

REFERENCE BOOKS

1. C.R.Kothari, "Quantitative Techniques", Vikas Publications 3rd Revised.
2. Sancheeti & Kapoor, "Advanced Statistical Methods", Sultal Chand & Sons, 2nd Edition, 2008 edition
3. S.P. Gupta, "Statistical Methods", Sultan Chand & Sons, Educational Publishers 2nd Edition
4. Kanti Swarup, Gupta & Man Mohan, "Operations Research", Sultan Chand & Sons, 2nd Edition
5. U.K. Srivastava, G.V. Shenoy & S. C. Sharma, "Quantitative Techniques for Managerial Decision", Second Edition, Prentice Hall of India

INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT – I

Unit I

Meaning of investment – speculation and Gambling – Investment avenues - Types of investors – Investment objectives – The investment process – Security Analysis – Meaning of security – Types of securities – Meaning of security analysis –

Unit II

Risk and Return – Computation of return – Meaning and definition of risk – Types: (Systematic risk- Market risk, Purchasing power risk, Interest rate risk, Unsystematic risk- Business risk (Internal, External), Financial risk) – Minimizing risk exposure - Risk measurement - Standard deviation – Meaning of Beta – Computation and interpretation – Use of beta in estimating returns.

Unit III

Economic analysis: Factors in Domestic and International economy – Economic forecasting and stock-investment decisions – Types of economic forecasts – Forecasting techniques – Anticipatory surveys – Barometric or Indicator approach (Delhi School of Economics- ECRI methodology) – Money supply approach – Econometric model building – Opportunistic model building.

Unit IV

Industry analysis: Industry classification schemes –Classification by product and according to business cycle – Key characteristics in industry analysis – Industry life cycle – Sources of information for industry analysis. - Company analysis: Sources of information for company analysis (Internal, External) – Factors in company analysis –

Unit V

Technical Analysis - Meaning and Assumptions of technical analysis – Trend lines and their significance – Market indicators – The Dow theory – Market indices – Mutual fund activity – Confidence level – Price indicators – Support and Resistance levels – Gap analysis - New high-low – The most active list – Moving averages of stock prices – Volume indicators- Price-volume relationship – Short selling – Breadth of market (Advance/Decline) – Odd lot trading – Oscillators – Relative Strength Index (RSI) – Rate of Change (ROC) –Charting – Types of price charts – Price patterns.

Note: 100% Theory

REFERENCE BOOKS

- 1 V.A.Avadhani, “Security Analysis and Portfolio Management”, Himalaya Publishing House Pvt Ltd.
- 2 Punithavathy Pandian, “Security Analysis and Portfolio Management”, Vikas Publishing House Pvt Ltd.
- 3 M,Ranganatham & R.Madhumathi, “Investment Analysis and Portfolio Management”, Pearson Education (India) Pvt Ltd, New Delhi.
- 4 Bhalla, Tuteja, “Investment Management”, S.Chand & company Ltd
- 5 Preeti Singh, “Investment Management”, Himalaya Publishing House Pvt Ltd.
- 6 S.Kevin “Security Analysis And Portfolio Management” PHI Learning Pvt LTD

COMPUTER APPLICATIONS IN BUSINESS

UNIT – I

WORD PROCESSING AND SLIDE PRESENTATIONS

Word Processing - documents creation-editing –formatting-letters and mailing-tables
Slide Presentations: -Slide Presentations-creating-editing –slide layout and design-using graphics-using animation effects.

UNIT - II

DATABASE MANAGEMENT SYSTEMS

Database Management Systems Introduction: traditional approach- database approach-
Types of Databases-Database concepts and Development-The Entity-Relationship

UNIT – III

SPREADSHEET PROCESSING

Data handling Querying and Sorting – pivot tables, charts and reports - Financial analysis : Basic financial statements-financial ratios-financial forecasting- break even leverage analysis-future and present value- annuities-uneven cash flow stream- non-annual compound periods- valuation & rate returns-cost of capital- capital budgeting- Risk, capital budget and diversification - Creating graphics: creating, editing charts, tables

UNIT – IV

ACCOUNTING SOFTWARE-TALLY

Tally: Introduction – Getting started – Creating and configuring the new company - Accounts and Inventory Management System: Accounts Masters Maintenance – Account Vouchers Maintenance-Inventory Masters Maintenance – Inventory Vouchers Maintenance - Reports, Business Management and Advanced Usage: Accounting and Inventory Report-MIS reports- Budget & Scenario management.

UNIT – V

STATISTICAL PACKAGES-SPSS PACKAGE

Various functions usage - Charts & graphs - Analysis of various statistical packages

REFERENCE BOOKS

1. A.K Nadhani, “Implementing Tally 9 “, Nadhani
2. Mardick, et al, “Information System for Modern Management”, Prentice Hall India
3. C.S.V Murthy E”-commerce Concepts Models Strategies”, Himalaya Publishing House
4. Timothy R. Mayes , Todd M. Shark “Financial Analysis With Microsoft Excel “Houghton Mifflin Harcourt
5. Heiberger, Richard M., Neuwirth, Erich ”R THOROUGH EXCEL” Springer; 1st Edition. edition (August 5, 2009)
6. Greenstein-Marliyn and todd M Feinman- “Electronic Commerce: Security-Risk Management and Control”, Tata McGraw Hill New Delhi
7. Whiteley David “E-commerce :Strategy- Technologies and Applications” Tata McGraw Hill New Delhi-New York

ADVANCED COST ACCOUNTING

UNIT-I

Introduction to cost accounting – Meaning and definition — Nature and significance of cost accounting – Methods of costing – Elements of costing – Material - classification and coding of materials fixation of maximum, minimum and reorder levels – Economic order quantity – Purchase procedure – Storage of materials, issue of materials pricing of material issues and returns(FIFO, LIFO, Simple & Weighted Average Methods) – Unit Costing – Preparation

UNIT-II

Labour - Classification of labour – Time keeping – Preparation of pay roll – Wage payment and incentive system – idle time, overtime.- Overhead - Meaning and classification of overheads – Classification according to function – Variability and elements – Steps in overhead accounting – Absorption of overhead cost, difference between cost allocation and apportionment and reapportionment (Direct Re-apportionment, Simultaneous Equation, Repeated Distribution) – Overhead recovery rates – (Machine Hour Rate, Labour Hour Rate – Composite Machine Rate)

UNIT-III

Process Costing – features- Process losses – Inter Process profit- equivalent production – Joint products and By-products Costing

UNIT-IV

Contract Costing – Operating Costing (Transport Only) – Job and Batch Costing.

UNIT – V

Standard Costing – Meaning, Advantages and Limitations of standard costing. Variance analysis –Material – Labour – Overheads - Sales- Operational and variance control ratio (Theory)

NOTE: Question Paper shall cover 20% Theory and 80% Problems.

REFERENCE BOOKS

1. Horngren, “Cost Accounting with Managerial Emphasis” Prentice Hall India, 3rd Edition. 2011, New Delhi.
2. Jain and Narang, “Advanced Cost Accounting”, Kalyani Publication, New Delhi, 2008 edition
3. Wheldon, “Cost Accounting”, Pilman Elbs Macdonald of Evans,1948.
4. Biggs, “Cost Accounting”, 9th Edition Elbs Macdonald of Evans, 1978. Book syndicate Pvt Ltd Calcutla.
5. N.K. Prasad, “Principles and Practice of Cost Accounting”,
6. J.Made Gowda” Cost accounting”2008: Himalaya Publishing House Pvt. Ltd

TAXATION – I

UNIT – I

Income Tax Act 1961 – Definitions – Residential Status and Incidence of Tax – Exempted Incomes u/s 10

UNIT – II

Heads of Income – Income from Salaries – Perquisites, Allowances – Computation of Salary Income, Income from House Property – Annual Value –deductions – Computation of Income from House Property

UNIT – III

Profits and Gain of Business or Profession – Allowable and Disallowable expenses – Depreciation – Computation

UNIT – IV

Capital Gains – Short-term and Long-term – exempted capital gain – Computation, Income from Other Sources – deductions – computation

UNIT – V

Deductions to be made in computing Total Income – Rebate and Relief – Taxation of Non-residents – set off and carry forward of Losses – Clubbing of Income – Assessment of Individuals

NOTE: Question Paper shall cover 20% Theory and 80% Problems.

REFERENCE BOOKS

1. Income Tax Act 1961
2. Income Tax Rules
3. Gaur and Narang, Income Tax Law and Practices, Kalyani Publications, latest edition
4. Vinod K.Singhania, Direct taxes : Law and practice , Taxmann publications , New Delhi, latest edition
5. Bhagwati prasad, Direct taxes, Law and practice, Wishwa Prakash, New Delhi
6. B.B.Lal , “Direct Taxes”, Pearson Education India, latest Edition, 2009
7. Lakhotia R.N. & S.Lakhotia, Corporate tax planning handbook, vision Books.
8. Mahorotra, “Income Tax law and Practices”, Prentice Hall India, 2nd Edition

RESEARCH METHODS FOR BUSINESS

UNIT – I

Business Research – Meaning – Scope and Significance – Utility of Business research – Qualities of good researcher – Types of research – Research process – Identification, Selection and formulation of research problems – Hypothesis – Research design.

UNIT – II

Sampling – Methods and techniques – Sample size – Sampling error – Fieldwork and data collection Tools of data collection – Interview schedule - Questionnaire – Observation, interview and mailed questionnaire – pilot study and final collection of data

UNIT – III

Measurement and scaling techniques – Reliability and validity Processing and analysis of data – Editing – Coding - Classification – Tabulation – Interpretations, Report writing – Steps-Types of reports

UNIT – IV

Measures of Central tendency – Standard deviation – Correlation- simple, partial and multiple correlation – Path analysis – Auto correlation – Regression models – Ordinary Least Square methods – Multiple regression.

UNIT – V Test of significance – „t“ Test - large sample and „f“ Test, test of significance for attributes analysis of variance (ANOVA) – Chi-square test

NOTE: Question paper shall cover 60% Theory and 40% Problems.

REFERENCE BOOKS

1. Cooper, „Business Research Method“, Tata Mcgraw Hill, New Delhi.
2. J.K.Suchdeva, Business Research Methodology, Himalaya Publication, Bombay
3. S.P. Gupta, „Statistical Methods“, Sultan chand, Publication, New Delhi, 2009 edition
4. C.R. Kothari, „, Research Methodology“, Himalaya Publication, Bombay.
5. R.S.N. Pillai & V. Bagavathi , „Statistics“ Sultan chand, Publication, New Delhi, 2008 edition
6. O.R.Krishnaswami & M. Ranganathan, „Methodology of Research in social Science“ Himalaya Publication, Bombay.

INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT - II

UNIT – I

Fixed-Income Securities – Overview of fixed-income securities – Risk factors in fixed-income securities (Systematic and unsystematic) – Bond analysis – Types of bonds – Major factors in bond rating process – Bond returns – Holding period return - Concept of yield – Current yield – Yield-to-Maturity – Price-yield relationship – Convexity - Term structure of interest rates and yield curve – Duration - Valuation of preference shares.

UNIT – II

Stock Return and Valuation – Anticipated returns, Present value of returns, Constant Growth model, Two-Stage Growth model, The Three-Phase Model, Valuation through P/E ratio.

UNIT – III

Portfolio Analysis – Selection and Evaluation – Meaning of portfolio – Reasons to hold portfolio – Diversification analysis – Markowitz's Model – Assumptions – Specific model – Risk and return optimization – Efficient frontier – Efficient portfolios – Leveraged portfolios – Corner portfolios – Sharpe's Single Index model – Portfolio evaluation measures – Sharpe's Performance Index – Treynor's Performance Index – Jensen's Performance Index. (Simple Problems)

UNIT – IV

Capital Market Theory – CAPM theory: Assumptions – CAPM Model – Capital Market Line (CML) – Security Market Line (SML) – Evaluation of securities – Present validity of CAPM – Arbitrage Pricing Theory (APT) – Assumptions – APT model – AP equation – Factors affecting return – APT and CAPM.

UNIT – V

Derivatives: Financial Derivatives – Meaning – Definition – Futures and Options – Pay-off in future and options – Stock and Index futures and options – Trading strategies – Commodity Derivatives – Structure of commodity exchanges – Commodity futures and options – Hedging using commodity futures.

REFERENCE BOOKS

1. Fischer & Jordan, *Security Analysis and Portfolio Management*, Prentice Hall India.
2. I. M. Pandey, *Financial Management*, Vikas Publishing House Pvt. Ltd.
3. V. A. Avadhani, *Investment and Securities Market in India*, Himalaya Publishing House
4. D. C. Patwari, *Options and Futures: Indian Perspective*, Jaico Publishing House.
5. French, Don, *Security and Portfolio Analysis*, Merrill Publishing Co.
6. Preeti Singh, *Investment Management*, Himalaya Publishing.
7. Devin S., *Portfolio Management*, Prentice Hall.
8. Cheney, Muses, *Fundamentals of Investments*
9. V. K. Bhalla, *Portfolio Analysis and Management*, Sultan Chand & Sons
10. Agarwal, *A Guide to Indian Capital Markets*, New Delhi.

HUMAN RESOURCE MANAGEMENT

UNIT - I

Evolution of human resource management – The importance of the human factor – Objectives of human resource management – Inclusive growth and affirmative action -Role of human resource manager – Human resource policies – Computer applications in human resource management – Human resource accounting and audit.

UNIT – II

Importance of Human Resource Planning – Forecasting human resource requirement – Internal and External sources - Selection process screening – Tests - Validation – Interview – Medical examination – Recruitment introduction – Importance – Practices – Socialization benefits.

UNIT – III

Types of training methods purpose benefits resistance. Executive development programmes – Common practices - Benefits – Self development – Knowledge management.

UNIT – IV

Compensation plan – Reward – Motivation – Theories of motivation – Career management – Development of mentor – Protégé relationships

UNIT – V

Method of performance evaluation – Feedback – Industry practices. Promotion, Demotion, Transfer and Separation – Implication of job change - The control process –

Importance – Methods – Requirement of effective control systems grievances – Causes – Implications – Redressal methods.

NOTE: Question paper shall cover 100% theory

REFERENCE BOOKS

1. Mamoria C.B. and Mamoria S. Personnel Management, Himalaya Publishing Company, 2007
2. Bernadin , Human Resource Management ,Tata Mcgraw Hill ,6th edition 2006.
3. Eugence Mckenna and Nic Beach, Human Resource Management, Pearson Education Limited, 2007
4. Wayne Cascio, Managing Human Resource, McGraw Hill, 2007
5. Ivancevich, Human Resource Management, McGraw Hill 2002
6. Decenzo and Robbins, Human Resource Management, Wiley, 8th Edition, 2007
7. Dessler Human Resource Management, Pearson Education Limited, 2007

INTERNATIONAL MARKETING MANAGEMENT

UNIT - I

Introduction – The concept of global marketing – Importance, Growth and Benefits – Scope and Challenge of international marketing – The dynamic environment of international marketing

UNIT - II

Developing Global Marketing strategies – Global marketing management –Planning and Organization – International Marketing Information System and Research – Understanding Global Consumers – Cultural Dynamics in assessing Global markets

UNIT - III

International product policy – Product positioning in foreign market – Product standardization and Adoption – Brands, Trademarks, Packaging and Labeling – International marketing of services – International product pricing policy – Export pricing –Pricing for international markets.

UNIT - IV

International promotional policy – International advertising – Developing International advertising strategy – International sales force and their management – Other forms of promotion for global markets

UNIT - V

Overseas marketing channel policy – Managing international distribution channels – Multinational retailers and Wholesalers – Global Logistics – Contemporary issues in International marketing – Future prospects in International marketing

NOTE: Question paper shall cover 100% theory

REFERENCE BOOKS

1. P.K. Vasudeva, 'International Marketing' Excel books, 2004.
2. R. Srinivasan, 'International Marketing' Prentice Hall India.
3. Rathor, Jani Rathor, 'International Marketing', Himalaya publishing House.
4. John Fayer Weather, 'International Marketing', Prentice Hal
5. S.A. Sherlekar, V.S. Sherlekar, 'Global Marketing Management', Himalaya publishing House.
6. Sak Onkvisit, John J Shaw, ' International Marketing', Prentice Hall, 1998.
7. J.M. Dewan, K.N. Sundarshan, 'International Marketing Management', Discovery publishing house, 1996.

ADVANCED MANAGEMENT ACCOUNTING

UNIT – I

Management Accounting – Meaning – Nature – Scope – Functions – Objectives – Importance – Limitations- Contemporary Issues in Management Accounting – ABC – JIT – Throughput Accounting – Learning Curve Costing – Kaizen Costing – Tools and Techniques of Management Accounting – Meaning and Process of financial statement Analysis and Interpretation

UNIT – II

Ratio Analysis – Meaning – Advantages of Ratio Analysis – Limitations – Classification of Ratios – Profitability – Turnover Ratios – Long-term Financial position – Preparation of Balance Sheet

UNIT – III

Funds Flow statement – Meaning and concept of Funds and Flow of Funds – Importance or uses of Funds Flow statements – Limitations – Schedule of changes in working capital – Preparation of Funds Flow statement – Cash Flow statement – Distinction between

Limitations – Preparation of Cash Flow Statement. (Accounting Standard -3)

UNIT – IV

Marginal Costing – Definition of Marginal cost and Marginal Costing – Salient features – Advantages of Marginal Costing – Limitations – Break-Even Analysis – Cost-volume-profit Analysis – Applications of Marginal costing for Business Decision making- Make or buy – Acceptance or Rejection – Limiting Factor - Product discontinuance Decision – Shutdown decision.

UNIT – V

Budgeting and Budgetary control – Meaning- Definition – Objectives of Budgetary control – Essentials of Budgetary control – Advantages – Limitations – Classification and Types of Budgets – Sales, Production, Flexible Budgets – Cash Budget – Zero Base Budgeting

NOTE: Question Paper shall cover 20% Theory and 80% Problems.

REFERENCE BOOKS

1. R.K.Sharma & Shashi k.Gupta, “Management Accounting”, Kalyani Publisher, 2008.
2. Manmohan Goyal , “Management Accounting”, Sahitya Bhaven Published Agra
3. S.N.Maheswari, “Management Accounting”, Vikas Publications.
4. T.S.Reddy & Y Hari Prasad Reddy, “Management Accounting”, Margan Publication, Chennai.
5. Khan & Jain, “Management Accounting”, Tata McGraw Hill, 2006.

COMPOSITION OF QUESTIONS

	QP Pattern	Theory	Problem
PART – A	5x 5 = 25 marks	8 Questions from 5 Units	-
PART – B	5x15 = 75 marks (either or)	2 Questions	8 Questions

TAXATION – II

UNIT – I

Assessment procedure – types – PAN – E-Filing - Income Tax Authorities – Duties and Powers – TDS – Tax Collected at Source

UNIT – II

Wealth Tax Act – Provisions – Exempted Wealth – Computation of Net Wealth

UNIT – III

Indirect Taxes in India – Basics - Genesis – Types of Taxes

Customs Act, 1962: Nature of restrictions on imports and exports- types of Customs Duties- Valuation of goods and clearance of imported goods- Warehousing- Drawback of Customs Duties- Baggage Rules- Powers of Customs Officers Appeals- Penalties and Offences.

UNIT – IV

VAT – Meaning and Features - Background of VAT/ MODVAT/ CENVAT - Input and Output eligible for VAT- Quantum and Mode of ailment of VAT- credit Procedure for VAT on Capital goods- Invoice for VAT

UNIT – V

Service Tax- Definitions- Nature & Scope- Taxable Services- Negative List - Procedure for Registration- Assessment

NOTE: Question Paper shall cover 50% theory and 50% Problem

REFERENCE BOOKS

1. Gaur and Narrang, Income Tax Law and Practices, Kalyani Publications, latest edition
2. Vinod K.Singhania, Direct taxes : Law and practice , Taxmann publications , New Delhi, latest edition
3. . V.S. Dafey, “Indirect Taxes” Taxmann Publications Pvt, Ltd.,Delhi.
4. S.S. Gupta, “Service tax” Taxmann Publications Pvt, Ltd.,Delhi.
5. Dr.M.Dhanabhakyaam and S.Geetha, “Indirect Taxation”, Serial publications, New Delhi.
6. Dinkar Pagre “Tax Laws”.
7. Bare Acts

ENTERPRISE RESOURCE PLANNING

UNIT – I

Introduction to ERP – Conceptual model of ERP – Evolution of ERP – Structure of ERP - Reasons for Growth – Advantages of ERP – Enterprise: An overview. ERP and Related Technologies: Business Process Re-engineering – Management Information System – Decision Support System – Executive Information system – Data Warehousing – Data Mining – OLAP – Supply Chain Management.

UNIT- II

ERP – Manufacturing Perspective – Materials Requirement Planning – Distribution Requirements Planning – JIT – CAD/CAM – Product Data Management – ERP Modules: - Plant Maintenance – Quality Management – Materials Management.

UNIT - III

Benefits of ERP: Reduction of Lead Time – Reduction of Cycle Time – Improved Resource Utilization – Reduced Quality Costs – Increased Flexibility – Improved Information accuracy and Decision making capability.

UNIT - IV

~~ERP Implementation Lifecycle: Introduction – Per-evaluation screening – Project Planning – Gap Analysis – Reengineering – Configuration – Implementation – Testing – Training – Maintenance. Vendors, Consultants and Users: Inhouse Implementation-Pros and Cons – Vendors – Consultants – End-users.~~

UNIT - V

Future Directions in ERP: New Markets – New Channels – Faster Implementation Methodologies – Business Models – Application Platforms – new business segments – Web-enabling – Market Snapshot.

NOTE: Question paper shall cover 100% Theory

REFERENCE BOOKS

- 1 Rahul V. Altekar, “Enterprisewide Resource planning-Theory and Practice”, Prentice Hall of India Pvt Ltd.
- 2 Vinod kumar garg and N.K.Venkitakrishnan , ” Enterprise wide Resource Prentice Hall of India Pvt Ltd.
- 3 Dr.Subodh Kesharwani , “ ERP Systems – Application, Experiences & Upsurg”, Pragati prakathan Publication – Meerut.
- 4 Alexis Leon, “Enterprise Resource Planning”, Tata McGraw Hill Publishing Company Ltd.

E-COMMERCE AND ITS APPLICATIONS

UNIT I

Fundamentals of E-commerce- definition- features- need & essential requirements- parties to E-commerce transactions- environment-E-commerce & trade Cycle.- Internet concepts- Private network- Public network (VPN)- Intranet & its applications- Extranet - Business Strategy in an Electronic Age -Value Chain-Competitive Advantage-Business strategies

UNIT II

E-commerce Types: Inter-organizational transaction- Purchasing online- After sales online- internet trading relationship-B2B- EDI & its impact on Business- B2C- Intra-organizational E-commerce- Supply chain management. E-commerce Security Issues & Solutions: Security and Threats- Encryption- Cryptography and Authentication.

UNIT -III

Electronic-business E-business solution matrix- electronic Customer Relationship Management & its strategies- Strategies for web auctions- virtual communications & web portals- E-shopping.

UNIT - IV

Electronic payment Systems Digital Payment Requirements- Digital Token-based Electronic Payment Systems Classification of New Payment Systems- Properties of E-cash- Cheque Payment Systems on internet- Risk and Electronic Payment Systems- Designing Electronic Payment System- Digital Signature.

UNIT - V

Electronic banking : definition- ATMs- EFT- MFT- EMT- FTT- steps for online financial transaction- components & security of E-banking. **Electronic market:** Strategies for internet marketing - sales and promotion- 5 P's to internet marketing- Online advertising mechanism- Electronic financial marketing- E-trading- E-retailing- Reseller - Electronic services and its technologies.

REFERENCE BOOKS

1. Rayudu- C.S - "*E-commerce E-business*"- Himalaya Publishing House Mumbai
2. Whiteley David "*E-commerce: Strategy- Technologies and Applications*"- Tata

3. Kalakota- Ravi & Whinston- Andrew B.- "*Frontiers of Electronic Commerce*" - Addison-Wesley- Massachusetts.
4. West land- J. Christopher & Clark- Theodore H.K- "*Global Electronic Commerce Theory and Case Studies*"

5. Amor- Daniel- "*The E-business(R) Evolution (Living and working in an interconnected world)*" Prentice Hall PTR- NJ
6. Bajaj - Kamlesh k & Nag- Debjani- "*E-commerce (The cutting Edge of Business)*" - Tata McGraw Hill Publications- New Delhi.
7. Schneider- Gary P. & Perry- James T. "*Electronic Commerce*" - Thomson Learning Australia – Course Technology- Australia.
8. Chakrabarti- R & Kardile- Vikas- "*The Asian Manager's Handbook of E-commerce*" - Tata McGraw Hill Publications- New Delhi.
9. Greenstein- Marilyn & Todd M Feinman- "*Electronic Commerce: Security- Risk Management and Control*"- Tata McGraw Hill Publications- New Delhi.
10. By Bud E. Smith "*Creating Web Pages For Dummies*" Wiley Publishing Inc. 111 river street, Hoboken NJ 07030-5774

INSTITUTIONAL TRAINING (PROJECT REPORT AND VIVA VOCE)

M.Com (Accounting and Finance) had been introduced with the unique pattern of course content to culminate practical learning through undergoing training in corporate bodies. To acquaint with spontaneous lead to compare and contrast theoretical as well as practical oriented interpretation of the various managerial and secretarial aspects of business in general, each student should undergo training as well as learning by practice under the supervision of human resource personnel in the respective organization.

The student can select their topics from fields like Marketing, Organizational behavior, Finance, Human Resource Management etc., The report should include field studies, surveys, interpretations, planning and design of an improved and integrated management systems, presented in a comprehensive manner with recommendation for solution based on scientifically worked out data.

The duration of the training shall be for a period of not less than 4 weeks/30 days during I year Summer Vacation. The training shall broadly give an exposure to identify a problem of current interest in the area of Corporate Management.

The contents of the Report may include the following:

Chapter I – Introduction

This chapter includes:

- ❖ Nature and Importance of the study
- ❖ Statement of the current problem
- ❖ Objectives of the study
- ❖ Scope and Limitations of the study

- ❖ Methodology used for the study
 - i) Data collection
 - ii) Statistical Techniques used
- ❖ Chapterisation

Chapter II – Profile of the Company

This chapter consists of:

- ❖ History and Evolution, Incorporation.
- ❖ Organisation Chart, Departmentation.
- ❖ Office Layout and Management.
- ❖ Indicators of Growth.

Chapter III – Practical Exposure during the course of training

This chapter exerts:

- ❖ Learning by practice with regard to relationship between classroom learning and learning at work place.
- ❖ Extent of self-development after training.
- ❖

Chapter IV – Review of Literature

This Chapter deals with:

- ❖ Conceptualization of the subject matter selected for study.
- ❖ Conclusion derived by the previous studies related to the subject matter selected.

Chapter V – Analysis and Interpretation

This chapter contains:

- ❖ The results secured from the statistical analysis, implying the relationship between the variables and the subject matter studied.
- ❖ Interpretation of the inferences obtained.

Chapter VI – Summary and Conclusion

This chapter portrays:

- ❖ List of the preceding five chapters, findings and conclusions.

The Report shall consist of 70 to 100 printed pages excluding the pages containing the Tables, Figures, Charts, Bibliography and Appendices.

A candidate failing to secure the minimum for a pass (50%) shall be required to resubmit this report to the department later.

The project report evaluation and Viva Voce examinations of M.Com Accounting and Finance should be carried out jointly by both internal and external examiners, the project report shall be retained by the Department and mark list alone be sent to the University.

Evaluation Scheme

- Internal Guide (Continuous Assessment) 50 Marks
- External Examiner Project Report 50 Marks

- An External Examiner will conduct the Viva Voce along with the respective Internal Guide for 50 marks each.
- If a candidate fails to submit the project work or fails to appear for the Viva Voce examination then the candidate should submit/appear only in the next Viva Voce examination

Evaluation Scheme

Evaluation & Viva Voce by Internal Examiner – (50 +50) =100 Marks

Evaluation & Viva voce by External Examiner – (50+50) = 100 Marks

Toal Marks 200 Marks