

B.COM. - II YEAR
ADVANCED ACCOUNTING

8888

Paper: 201

P.P.W.: (5+1= 6 Hours)

Max. Marks :70+30

Objectives:

- 1.To appraise the students about the application of accounting knowledge in special business activities.
2. To impart the skills of preparation of final accounts of non- trading concerns, partnership, organizations.
- 3.To develop the skills of recording of transactions relating to issue of shares and debentures, branches and departments manually and using computers.

UNIT – I: Accounts from Incomplete Records - Hire purchase and installment purchase system.

Single Entry: Features – books and accounts maintained- Recording of transactions -Ascertainment of Profit. -(Statement of Affairs method only).

Hire Purchase System - Features -- Accounting Treatment in the Books of Hire Purchaser and Hire Vendor - Default and Repossession - Installment Purchase System - Difference between Hire purchase and Installment purchase systems -Accounting Treatment in the books of Purchaser and Vendor

UNIT-II : Branch and Departmental Accounts:

Dependent Branches: features-Books of accounts- methods of accounting of dependent branches - Debtors System, Stock and debtors system -- Recording of transaction relating to branch accounts using computers.

Departmental Accounts: need, features, Basis for Allocation of Expenses, treatment of Inter - Departmental Transfer at cost or Selling Price-Treatment of Expenses that cannot be allocated – Preparation of departmental profit and loss.

. (24 hours)

UNIT-III : Accounting of Non-Profit Organizations:

Non-Profit entities-Features of non-profit entities – Accounting process-Preparation of summaries -Receipts and Payments Account meaning and special features-Procedure for preparation-uses and limitations.

Income and Expenditure Account- features- procedure for preparation-preparation of Balance Sheet

UNIT - IV : Partnership Accounts:
Legal provisions in the absence of Partnership Deed - Fixed and
Fluctuating Capitals -Preparation of final accounts. - Accounting
Treatment of Goodwill and Admission of a partner.

Accounting treatment of Retirement and Death of a Partner -
Dissolution of Firm (Excluding Sale to Firm, Company and
Amalgamation) - Recording of partnership transaction and preparation of
final accounts using computers. (24 hours)

UNIT-V : Company Accounts:

Issue of Shares at par, Premium and at Discount - Forfeiture and
Reissue of Shares-Rights issue (Theory Only) - Recording of
transactions relating to issue of shares using computers.

Issue and Redemption of Debentures - Redemption out of profits -
sinking fund method. Recording of transaction relating to issue and
redemption of debentures using computers
Underwriting of Issue of Shares(Simple Problems)

Suggested Readings:

1.Principles and Practice of Accounting	R.L. Gupta & V.K. Gupta	Sulthan
Chand & sons	Tulasian	TaTA
2. Accountancy - I	S.P. Jain & K.L Narang	Kalyani
Mcgraw Hill Co	Dr.V.K.Goyal	Excel
3.Accountancy - I	T.S.Grewal	
Publishers	Haneef and Mukherjee	tata
4.Financial Accounting -	Arulanandam	
Books	S.N.Maheshwari & V.L.Maheswari	Vikash
5.Introduction to Accountancy		
S.Chand and CO		
6.Accountancy - I		
Mcgraw Hill co		
7.Advanced Accountancy -		
Himalaya publishers		
8..Advanced Accountancy-I		
Publishing co.		

B.Com. (Computers) II - Year

Paper - IV

~~Paper III~~: Business Data Processing System

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- JNIT-I Data and information-Limitations of manual data processing - Advantages of database-DBMS-Functions of DBA-Elements of DBMS:DDL,DML,Entities,Sets and attributes.Data Base Tables:Keys-Primary,secondary,composite and foreign key.
- JNIT-II: Relational Data Base:Entity relationship-Types-1:1, 1:M, M:N, Strong and weak entities,Recursive Data Base Design, Normalisation:First,second,third,BCNF,fourth. Class diagrams and Entity relationship tables.
- JNIT-III: Creating Data Bases: Creating tables,Modifying table structures-Data entry-Edit-Delete-Importing-Exporting tables using MS Access.
- JNIT-IV: Queries:QBE-Select queries-Grouping-Parameters-Data formatting,queries based on multiple sources-Cross tab queries-Action queries-Make table queries-append-Delete and Update queries using MS-Access.
- JNIT-V: :Forms and Reports:Forms:Functions and uses-Creating , Modifying labels-List boxes-Dialog boxes. Reports:Creating-Modifying reports-Creating Reports with Report wizard-Report Graphics-Label output format-Form letters.(Using MS Access)

Lab Work:(MS Access):

- Creating tables,entering data,viewing , editing,sorting,deleting,moving data in Tables
- Simple queries using Employee data base. inventory database, product data base, invoicedata base, customer database.
- Creating forms and reports using the database stated in itemno.2

Books Recommended:

Peter Nonon	Introduction to Computers (2 nd Ed),TMH,New Delhi,1998.
Basandra K Suresh:Computers	Today,Galgotia Publications New delhi,2000.
Rob Peter, and Semaan Elie:	Data Bases:Design,Development & Development using MS Access,TMH.New delhi,2000.

BUSINESS STATISTICS

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Paper 202
P.P.W: 5(4+1)

Max.Marks:100(70+30)

The objective of this paper is to impart knowledge on the application of statistical tools and techniques in business decision-making & use of MS-Excel in interpretation of statistical data.

UNIT 1: Introduction to Statistics:

Meaning, definition, importance and limitations of statistics. Collection of data- Primary and Secondary data -(Sampling- Random-Non Random-Census)- Schedule and questionnaire -Frequency distribution -Tabulation-Diagrammatic and graphic presentation of data using Computers (Excel)

UNIT 2: Measures of Central Tendency :

Defination Objectives and Characteristics of measures of Central Tendency-Types of Averages - Arithmetic Mean, Geometric Mean, Harmonic Mean, Median, Mode, Deciles, Percentiles, Properties of averages and their applications. Calculation of averages using computers.

UNIT 3: Measures of dispersion and Skewness:

Meaning, definitions, Properties of dispersion-Range-Quartile Deviation -Mean Deviation-Standard Deviation- Coefficient of Variation-Skewness definition-Karl Pearson's and Bowley's Measures of skewness-Normal Distribution Calculation of Dispersion and skewness using Computers.

UNIT 4: Measures of Relation:

Meaning, definition and use of correlation - Types of correlation-Karpearson's correlation coefficient - Spearman's Rank correlation-probable error-Calcuation of Correlation by Using Computers.

Meaning and utility of Regression analysis comparisn between correlation and Regression - Regression Equations-Interpretation of Regression Co-efficient. Calcuation of Regression by Using Computers.

UNIT 5: Analysis of Time Series & Index Numbers:

Meaning and utility of time series Analysis- Components of Time series- Measurement of trend and Seasonal Variations – Utility of Decomposition of Time Series-Decentralization of Data-Calculation of trend and seasonal variations using computers.

Meaning, Definition and Importance of Index Numbers-Methods of Construction of Index Numbers – Price Index Numbers – Quantity Index Numbers –Tests of Adequacy of Index Numbers – Deflating Index Numbers – Cost of Index Numbers-Limitation of Index Numbers. Calculation of index numbers using computers.

Suggested Readings:

1. Business Statistics Reddy, C.R Deep Publications, New Delhi.
2. Statistics-Problems and Solutions Kapoor V.K.
3. Fundamentals of Statistics Elhance.D.N
4. Statistical Methods Gupta S.P
5. Statistics Gupta B.N.
6. Fundamentals of Statistics Gupta S.C
7. Statistics-Teory,Methods and Applications. Sancheti,D.C. &Kapoor V.K
8. Practical Business Statistics Croxton & Crowdorv.
9. Statistics and their applications to Commerce Borddigton
10. Statistics Concepts & Applications Nabendu Pal & Sahadeb Sarkar
11. Business Statistics,An Applied Orientation P.K.Viswanathan
12. Business Statistics J.K.Sharma
13. Business Statistics Bharat Jhunjunwala
14. Busniess Statistics R.S.Bharadwaj

ELECTRONIC COMMERCE

Max. Marks : 100 (Theory 70 + Practical 30)

Paper-III

No. of Hours P.P.W.- 5 (3T + 2P)

Time: 3 Hours

UNIT - I : Overview of Electronic Commerce Definition of Electronic Commerce- E-Business - Potential Benefits of Electronic Commerce- The Internet and World Wide Web (WWW) as enabler of E-Commerce- Impact of E-Commerce on Business Models- E-Commerce Applications- Market forces influencing highway- Global Information Distribution Networks.

UNIT - II : E-Commerce and WWW- Architecture Framework- Technology behind the Web- Hyper text Publishing- Security and the Web- Security protocols and the Web Security issues- Encryption techniques.

UNIT - III : Consumer Oriented E-Commerce Applications- Mercantile Process Models from Consumers and Merchant's Perspective- Electronic Payment Systems- Types of Payment System (Credit Card; E-Cash, Smart-Cards - Digital Payments, etc.,)- Risks in E-Payments- Designing E-Payment Systems.

UNIT - IV : Electronic Data Interchange (EDI)- EDI applications in business- Legal, Security and Privacy Issues in EDI and E-Commerce- Internet based EDI- Intra Organisational E-Commerce.

UNIT - V : Web-based Marketing- Introduction and Scope of Marketing- Business, Marketing and Information Technology congruence- Advertising and Marketing on the internet- Application of 4 Ps (Product, Price, Place & Promotion) in internet-Marketing Supply Chain Management.

Lab work:

Using Microsoft front-page editor and HTML in Designing a Static (simple) Website.

Suggested Readings:

1. E-Commerce : A Managerial Perspective : Micheal change, et. A1
2. Electronic Commerce - Security, Risk Management & Control : Greenstein & Feinman
3. Frontiers of Electronic Commerce : Ravi Kalakota & A.B. Whinston

HOME

Financial Services - Banking & Insurance

Objective: To impart knowledge on Banking and Insurance concepts and to gain an insight on Financial Services

Unit I : Introduction to Financial Services

1. Meaning of Financial Services, Structure of Indian Financial System Importance of Financial system for the economic development.(Financial and Banking system charts)
2. Definition of Bank, Functions of Commercial Banks and Reserve Bank of India.(Forms of various accounts and deposits)
3. Definition/ Meaning of Insurance and reinsurance, Principles of Insurance, kinds of Insurance, advantages of insurance, globalization of insurance and insurance sector reforms in India.

Unit II : Banking Systems and its Regulation

1. Banking Systems – Branch banking, Unit Banking, Correspondent banking, Group banking, Deposit banking, Mixed banking and Investment banking. An overview of banking; Banking Sector Reforms with special reference to Prudential Norms: capital adequacy norms, income recognition norms, classification of assets and NPAs; Innovations in Banking-ATMs, E-Banking, Credit cards, Online & Offshore Banking, etc (working and operations)
Regional Rural banks, Cooperative banks, Micro Finance, Priority Sector Lending, Indigenous banking, Role of NABARD, Development Financial institutions – SFC,SIDBI.

Unit III: Banker and customer, loans and advances:

1. Banker and customer definition and their relationship, types of customers and modes of operations, procedure and precaution for opening an account, pass book & its features, Rights, duties and obligations of the banker.(Application forms for opening accounts, Cheque Books, pass books, requisition slips for withdrawals and deposits, bank statements,etc)
2. Promissory Note and Bills of Exchange and Cheque, differences between them, types of crossing the cheque, payment of cheque and consequences of wrongful dishonor, collection of local and upcountry cheques, responsibilities and liabilities of collecting banker and statutory protection to the collecting banker.(Promissory notes, B/E, Crossed cheques-various modes)
3. Types of loans and advances, principles of sound lending policies, credit appraisals of various forms of loans and advances- modes of creating charges- lien, pledge ,mortgage and hypothecation (Documents required for sanction of loans and advances)

Unit IV. Financial Markets & Services:

- a. Indian Money Market- Characteristics, Structure, composition (call and notice money, market, treasury bills market, CDs, CPs, short term bill market, MMMFs and DFHI) problems and reforms in Indian money market (CDs, CPs, Treasury Bills)
- b. Indian capital market-composition and growth of primary and secondary markets, differences between primary and secondary markets, capital market reforms and NBFCs in capital markets; Stock Exchanges, NSE, OTCEI, Online Trading and role of SEBI.
- c. Financial intermediaries and services : Merchant bankers, Mutual funds, Leasing companies, Venture Capital Funds, Forfaiting, Loan Syndication, Factoring, Custodial Services, Depository Services, and Depository Participants.(Documentation)

Unit V : Types of Insurance and its regulation

- a. Life Insurance – Practical aspects of Life Insurance, procedure for issuing a life insurance policy, issue of duplicate policies, nomination, surrender value, policy loans, assignment, revivals and claim settlement.(Formats of types of Insurance)
- b. Non Life Insurance- Types of products and scope of Fire Insurance, Marine Insurance, Health Insurance, Social Insurance and Rural Insurance. Regulation of Insurance in India- Insurance Act, 1938 and IRDA 1999.(Formats of types of Life Insurance)

Books Recommended:

1. Maheshwari and Paul R.R...
 2. Sundaram and Varshney...
 3. Tannans--
 4. Aryasri..
 5. M.Y.Khan..
 6. P.K.Gupta..
 7. Vijaya Raghavan Iyengar
 8. Guruswamy: Banking Theory Law and Practice, Tata
 9. Aryasri & Murty: Banking and Financial Systems, Tata
 10. Guruswamy: Merchant Banking and Financial Services, Tata
 11. Murthy and Venugopal: Indian Financial System, IK International
 12. Paul Suresh: Management of Banking and Financial Services, Pearson
- Banking theory law and practice
Banking theory law and practice
Banking law and practice in India
Banking and Financial system
Indian Financial System
Insurance and risk management
Introduction to Banking

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B.Com II YEAR

Paper : 204
Periods per week: 4

Max Marks:70+30

TAXATION

Objective: To equip the students with the working knowledge of both direct and indirect taxes.

UNIT I : INTRODUCTION

Taxes – Meaning – Need for and Rationale of taxes – Direct and Indirect Taxes - Constitutional Provisions on Taxation – Union List - State List – Tax Rates – Blanket Rate Method – Slab Rate Method – Surcharge – Cess – Progressive v/s Regressive Taxes. – An Overview of Taxation System in India.

UNIT – II: INCOME TAX

Income Tax Act 1961- Important Definitions - Residential Status – Incidence of Tax – Exempted Incomes – Agricultural Income – An overview of five heads of income - Deduction – Set off and Carry Forward of losses – Assessment of Individual - Computation of Taxable Income – Return Filing and Assessment thereof. – Collection and Recovery of Taxes – Tax Deducted at Source – Advance Tax. – (Including Problems)

Lab Work: Filing Relevant Forms for Individual Assesseees.
Format and filling of Form:16
Format and filling & filing of ITR-1 & ITR-2

UNIT – III: WEALTH TAX

Wealth Tax Act 1957 – Charge of Wealth Tax – Valuation Date – Location of Assets - Assets – Meaning – Deemed Assets – Exempted Assets – Net Wealth – Computation of Net Wealth – Valuation of Assets - Return of Wealth and Procedure of Assessment – Time Limit for Completion of Assessment. (Including Problems)

Lab Work: Computation of Tax liability.

UNIT – IV: SALES TAX & SERVICE TAX

Central Sales Tax –: Definitions - Dealer, Declared Goods, Place of Business, Sale, Sale Price, Turnover – Inter State Trade or Commerce – Computation of Taxable Turnover - Assessment and Returns under CST Act (Including Problems)

- 2 -

APVAT Act, 2005 – Statement of Objectives and Reasons – Definitions: Business Case
Trader, Dealer, Input Tax, Output Tax, Place of Business, Tax Invoice, Total Turnover
Turnover Tax. – Computation of Taxable Turnover – Registration Procedure (Including
Problems)

Service Tax Act, 1994 – Introduction – Meaning of Service – Classification of Taxable
Services – Valuation of Taxable Services - Registration – Assessment Procedure.

UNIT – V: CENTRAL EXCISE & CUSTOMS

Central Excise Duty – Definitions – Taxable Event under Central Excise – Types
Duties – Classification – Valuation - Registration Procedure - CENVAT Credit.

Customs Duty – Important Definitions – Goods, Import, Export, Importer, Exporter
Territorial Waters, India, Bill of Entry - Import and Export Procedure – Various
Documents used in Foreign Trade - Baggage – Stores – Valuation Rules.

References:

- Direct taxes law & practice – Vinod K Singhania, Kapil Singhania, Taxmann's
- Direct taxes law & practice – Girish Ahuja, Dr. Ravi Gupta, Bharat's
- Direct taxes law & practice – BB Lal – Pearson's
- Indirect taxes law & practice – V.S. Datey, Taxmann's
- Indirect taxes – V. Nagaragan, Asia Law-house
- Central Excise Manual – Law & procedure – P. Verra Reddy, Asia Law house
- Andhra Pradesh VAT Act & Rules – N K Acharya, Asia Law house
- Elements of Income Tax – Dr. P.V. Ramana Rao, Dr. A. Sudhakar, D. Krishnaiah Goud, National Publishing House
- Income Tax Law & Practice – Gaur & Narang, Kalyani Publishers
- Income Tax – Tata Mcgraw Hill
- Income Tax Law and Practice-N.Hariharan, Tata
- Income Tax and Central Sales Tax: Lal Vashist, Pearson
- Direct Taxes: Lal Vashist, Pearson