

MATA GUJRI COLLEGE

FATEHGARH SAHIB

(An Autonomous College)

Affiliated to Punjabi University, Patiala

PROGRAMME CODE: BAF

SYLLABI

FOR

B.Com. (Accounting & Finance) Part II
(Under Choice Based Credit System))



Academic Session: 2020-21



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**Scheme of Syllabus for B. Com (Accounting and Finance): II
(3rd Semester)
Session 2020-21**

Course No.	Course Title	Credits	Internal Assessment	External assessment	Total marks
Semester III					
BAF 301	Corporate Accounting	5	30	70	100
ITLP 302	Income Tax Laws And Practices	5	30	70	100
BAF 303	Financial Management	5	30	70	100
EC 304	E-Commerce	5	30	70	100
BAF 305	Seminar (Based on Summer Training)	3	50	-	50
	Total Credits	23			

Note : Procedure for Seminars: The evaluation criteria for seminars (based on summer training) is as under
 Paper Presentation and handling questions 20 marks
 Particiapation/Discussion 15 Marks
 Paper Evaluation 15 Marks

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Session 2020-21

B.Com (Accounting and Finance) II (Semester III)
BAF 301: CORPORATE ACCOUNTING

Time Allowed: 3 Hrs.

Period per week: 5

Pass percentage: 35%

Note: Simple Calculator (not scientific) is allowed

Max. Marks: 100

External Assessment: 70

Internal Assessment: 30

Credits: 5

Objective: The objective of this paper is to help the students in understanding the basic concepts of a corporate accounting as per the latest provisions.

UNIT-I

Company Accounts regarding Issue of Share Capital & Debentures, Issue of Bonus & Right Shares, Underwriting of Shares & Debentures, Redemption of Preference Shares & Debentures, Accounts of Underwriters, Book Building Process.

UNIT-II

Managerial Remuneration, Final Accounts of Companies, Mergers and Acquisitions, Internal Reconstruction, Valuation of Shares and Goodwill, Liquidation of Company: Statement of Affairs, Deficiency Accounts and Liquidator's Statement.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. Shukla, M.C., Grewal T.S. and Gupta S.C: "Corporate Accounting", S. Chand and Co., New Delhi.
2. Gupta R.L, and Radhaswamy M, "Corporate Accounting", Sultan Chand and Sons, New Delhi.
3. Goyal V.K., "Corporate Accounting", Excel Books, New Delhi.
4. Maheshwari S.N., and Maheshwari S.K., "Corporate Accounting", Vikas Publication, New Delhi.
5. Sah Raj Kumar, Corporate Accounting, Singhal Publication Publishers & Book Seller, New Delhi.



Session 2020-21
B.Com (Accounting and Finance) II (Semester III)
ITLP 302: INCOME TAX LAWS AND PRACTICES

Time Allowed: 3 Hrs.

Period per week: 5

Pass percentage: 35%

Note: Simple Calculator (not scientific) is allowed

Max. Marks: 100

External Assessment: 70

Internal Assessment: 30

Credits: 5

Objective: To provide basic knowledge and equip students with application of principles and provisions of Income-tax Act, 1961 and the relevant rules.

UNIT I

- Basic concepts: Income, agricultural income, person, assessee, assessment year, previous year, gross total income, total income, maximum marginal rate of tax; Permanent Account Number (PAN), Residential status; Scope of total income on the basis of residential status, Exempted income under section 10.
- Income from Salaries; Income from house property.

UNIT II

- Profits and gains of business or profession; Capital gains; Income from other sources
- Income of other persons included in assessee's total income; Aggregation of income and set-off and carry forward of losses. Deductions from gross total income.
- Filing of returns: Manually, Online filing of returns of income.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested readings:

1. Singhanian, Vinod K. and Monica Singhanian. *Students' Guide to Income Tax, University Edition.* Taxmann Publications Pvt. Ltd., New Delhi.
2. Ahuja, Girish and Ravi Gupta. *Systematic Approach to Income Tax.* Bharat Law House, New Delhi.



Kamjit Ka.
S. F. B.
B. Samal
M. K. S.
H. S. S.
D. S. S.
P. S. S.

Session 2020-21

B.Com (Accounting and Finance) II (Semester III)

BAF 303: FINANCIAL MANAGEMENT

Time Allowed: 3 Hrs.

Period per week: 5

Pass percentage: 35%

Credits: 5

Max. Marks: 100

External Assessment: 70

Internal Assessment: 30

Note: Simple Calculator (not scientific) is allowed

Objective: The objective of the paper is to familiarize the students with principles and practices of financial Management.

UNIT-I

Financial Management: Financial Goals, Profit vs Wealth Maximization; Finance Functions; Investment, Financing and Dividend Decision; Financial Planning over Capitalization & under Capitalization, Financial sources of a business: Classification of Financial Sources, Long term sources of Finance. Capital Investment Decision Making: Principles of Cash Flows, Discounted and Non Discounted Cash Flow Techniques for Appraising Capital Investments. Risk Analysis in Capital Budgeting. Cost of Capital.

UNIT-II

Capital Structure; Theories & Determinants, Operating and Financial Leverage, Their Measure; Effect, Alternate Financial Plans, Combined Financial and Operating Leverage. Cost of Capital. Working Capital: Nature of Working Capital, Significance of Working Capital Operating Cycle and Factors determining the Working Capital Requirement, Management of Working Capital; Management of Cash, Management of Receivables, Management of Inventory, Dividend Policy: Issues in Dividend Policy, Walter's Model, Gordon Model, M M Hypothesis, Form of Dividend & Stability in Dividend, Determinants.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. Khan & Jain, "Financial Management", Tata McGraw Hill.
2. Brealey & Meyers, "Principles of Corporate Finance", McGraw Hill.
3. Ross, Waterfield & Jaffe Corporate Finance
4. Parsana Chandra. "Financial Management", McGraw Hill.
5. Van Horne, "Financial Management and Policy", Pearson Publishers.



F.T.F.B.
B.Sandhu
H.Sidhu
D. J. S.
M.S.L.
D. J. S.
R. P. S.
P. S.

Session 2020-21
B.Com (Accounting and Finance) II (Semester III)
BAF 305: SEMINAR

Internal Evaluation: 50 Marks

The evaluation criterion for seminars (based on summer training) is as under:-

Paper Presentation and handling questions	20 marks
Participation /Discussion	15 Marks
Paper Evaluation	15 Marks

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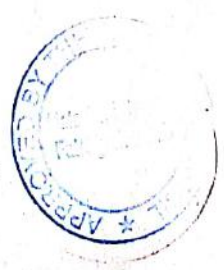


**Scheme of Syllabus for B. Com (Accounting and Finance): II
(4th Semester)
Session 2020-21**

Course No.	Course Title	Credits	Internal Assessment	External assessment	Total marks
Semester IV					
BAF 401	Accounting Theory	5	30	70	100
BAF 402	Indirect Tax Laws	5	30	70	100
BAF 403	Indian Financial System	5	30	70	100
BAF 404	Accounting for Management	5	30	70	100
BAF 405	Business Mathematics and Statistics	5	30	70	100
BAF 406	Viva-voce (Based on Summer Training Report and whole Syllabus of Semester III & IV)	2		50	50
	Total Credits	27			

Qualifying Paper: Environment & Road Safety Awareness Written : 70 Filed Work : 30

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Session 2020-21

B.Com (Accounting and Finance) II (Semester IV)
BAF 401: ACCOUNTING THEORY

Time Allowed: 3 Hrs.
Period per week: 5
Pass percentage: 35%

Max. Marks: 100
External Assessment: 70
Internal Assessment: 30
Credits: 5

Objective: The main objective of the paper is to provide in depth knowledge of accounting theory along with the international financial reporting standards.

UNIT-I

Accounting Theory: Introduction, Evolution of Accounting Theory, Need, Nature and Classification, Structure; Principles, Postulates and Concepts. Introduction to concepts of IFRS (**International Financial Reporting Standards**), Implications of IFRS; Comparison of IFRS with Existing Indian Accounting Standards, Convergence Issues in relation to IFRS.

UNIT-II

Price Level Accounting: Purpose, Methods covering GPPA, RCA, NRVA, VBA and CCCPPA, Guidelines of ICAI on Price level Accounting. Human Resource Accounting: Concept, methods, significance and limitations, Disclosure of HRA information by Indian Companies. Social Accounting: Concept, uses, scope, various approaches, social disclosure practices in India, Corporate Governance-Concept, Listing Agreement, Cadbury Report, Narayan Murthi Report, Corporate Governance Report, Corporate Governance under Company Act 2013.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. L.S. Porwal, "Accounting Theory", Tata McGraw Hill
2. Jawahar Lal, "Accounting Theory", S. Chand & Sons
3. International Financial Reporting Standards (IFRSs)- by Taxmann Publications P Ltd.
4. Rubert Kirk, IFRS: A Quick Reference Guide

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Session 2020-21
B.Com (Accounting and Finance) II (Semester IV)
BAF 402: INDIRECT TAX LAWS

Time Allowed: 3 Hrs.
Period per week: 5
Pass percentage: 35%

Max. Marks: 100
External Assessment: 70
Internal Assessment: 30
Credits: 5

Objective: To enhance the knowledge of students regarding GST and Customs Act.

UNIT - I

Goods and Services Tax: Meaning, Nature & Scope; Taxes of Centre and State subsumed under GST, Comprehensive structure of GST Model: Kelkar Shah Model; Benefits and Limitations of GST. Registration, Procedure, Amendments and Cancellation. Time and Value of Supply. Levy & collection of GST; GST Council & Administrative authorities.

UNIT- II

Input tax credit, Tax invoices Debit & Credit Notes; Accounts and records, Return, Assessment and Payments of tax, Inspection, search and seizure, offences & penalties, Appeal & Revision under GST. Customs Act: Basic Concept, Types of Custom Duties, valuation of goods, Procedure for import & export, Exemptions from Custom Duty.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. Ravi Puliani and Mahesh Puliani: "Goods and Services Tax Manual", Bharat Publications.
2. Shalinder Sekhon, "GST...unlocking the complexities of Indirect Taxes" SLM Publication.
3. Sanjiv Agarwal, "Goods and Services Tax", Bloomsbury Publications.
4. Rakesh Garg and Sandeep Garg, "Handbook of GST in India", Bloomsbury India Publication
5. Taxmann's GST Manual.
6. K.M. Bansal, "GST & Custom Law", Taxmann Publications.



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Session 2020-21

B.Com (Accounting and Finance) II (Semester IV)

BAF 403: INDIAN FINANCIAL SYSTEM

Time Allowed: 3 Hrs.

Period per week: 5

Pass percentage: 35%

Max. Marks: 100

External Assessment: 70

Internal Assessment: 30

Credits: 5

Objective: The objective of the paper is to provide conceptual knowledge of Indian Financial System to the students.

UNIT-I

Nature and Role of Financial System: Various components of financial system, Relation between financial system and Economic Growth. Indian Financial System: Structure and components of Indian financial system. Development Banks: Concept, objectives, and their role, Central and State Level Development Banks.

UNIT-II

Financial Markets: Capital market, Primary and Secondary market, Instruments and participants in Indian Capital market, Reforms in Indian Capital market. Money Market: Instruments, submarkets and participants in Indian money market, Reforms in Indian money market. Interest Rate Structure: Determinants of Interest Rates, Differential interest Rates, Recent Changes in Interest Rate Structure.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings

1. Khan M.Y., "Financial System", Tata McGraw Hill, New Delhi.
2. Machiraju, "Indian Financial System", Vikas Publishers.
3. Bhole, L.M., "Financial Institutions and Markets", Tata McGraw Hill, New Delhi.
4. Pathak, B.V., "The Indian Financial System : Markets, Institutions and Services", Pearson Publishers.

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Session 2020-21

B.Com (Accounting and Finance) II (Semester IV)

BAF 404: ACCOUNTING FOR MANAGEMENT

Time Allowed: 3 Hrs.

Period per week: 5

Pass percentage: 35%

Max. Marks: 100

External Assessment: 70

Internal Assessment: 30

Credits: 5

Note: Simple Calculator (not scientific) is allowed

Objective: The course aims and providing understanding of concepts of management accounting relevant in business.

UNIT-I

Management Accounting: Nature, Scope, Functions, Management Accounting Vs Financial Accounting, Financial Statements: Nature and Limitations, Analysis of Financial Statements: Ratio Analysis, Fund Flow Statement, Cash Flow Statement.

UNIT-II

Responsibility Accounting, Budgetary Control, Responsibility Accounting, Standard Costing and Variance Analysis, Marginal Costing, CV² Analysis, Differential Costing, Absorption Costing.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions (Two theory and two numerical) of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (Two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. Management Accounting by IM Pandey
2. Management Accounting by Malya L
3. Management Accounting by Khan and Jain
4. Cost Accounting S.N. Maheshwari
5. Cost Accounting Jain and Narang



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Session 2020-21
B.Com (Accounting and Finance) II (Semester IV)
BAF 405: BUSINESS MATHEMATICS AND STATISTICS

Time Allowed: 3 Hrs.
Period per week: 5
Pass percentage: 35%

Max. Marks: 100
External Assessment: 70
Internal Assessment: 30
Credits: 5

Notes: Simple Calculator (not scientific) is allowed

Objective: To Provide thorough grounding in basic mathematical and Statistical techniques related to business.

UNIT-I

Matrices Definition of a matrix. Types of matrices; Algebra of matrices. Calculation of values of determinants up to third order; Adjoint of a matrix; Finding inverse of a matrix through adjoint; Applications of matrices to solution of simple business and economic problems. Differentiation: Rules of differentiation – simple standard forms. Applications of differentiation – elasticity of demand and supply; Maxima and Minima of functions (involving second or third order derivatives) relating to cost, revenue and profit.

UNIT-II

Measures of Central Tendency: Mean, median and mode. Measures of Variation: absolute and relative. Range, quartile deviation and mean deviation; Variance and Standard deviation Correlation: Meaning, and measurement. Karl Pearson's co-efficient and Spearman's rank correlation. Regression: Regression equations and estimation. Index Numbers and Time-Series Analysis: Meaning and uses of index numbers; Construction of index numbers: Aggregative and average of relatives – simple and weighted, Construction of consumer price indices. Components of time series; additive and multiplicative models; Trend analysis: Finding trend by moving average method and Fitting of linear trend line using principle of least squares.

INSTRUCTIONS FOR PAPER SETTER/EXAMINERS

The question paper will consist of three sections-A, B and C. Section A will consist of four long questions (Two theory and two numerical) of 10 marks each from Unit-I of the syllabus. Section-B will consist of four long questions (Two theory and two numerical) of 10 marks each from Unit-II of the syllabus. Section-C will consist of 12 very short answer questions from the entire syllabus. carrying 03 marks each; total weight of the section C shall be 30 marks.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt any two questions from section A & B each carrying 10 marks and any ten short answer type questions from section C carrying 03 marks each

Suggested Readings:

1. N. D. Vohra, Business Mathematics and Statistics, McGraw Hill Education (India) Pvt Ltd
2. J. K. Sharma, Business Statistics, Pearson Education.
3. S.C. Gupta, Fundamentals of Statistics, Himalaya Publishing House.
4. Sultan Chand and Sons, New Delhi.

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Session 2020-21
B.Com (Accounting and Finance) II (Semester IV)
BAF 406: VIVA-VOCE

External Evaluation: 50 Marks

The viva-voce will be based on the summer training report and whole syllabus of 3rd and 4th semester.

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