

# SIDHO KANHO BIRSHA UNIVERSITY

## M.COM. Course Structure under CBCS Scheme

**Total 1200 Marks (24 Papers of 50 Marks each) including One OPEN ELECTIVE for students of other subjects, One OUT-REACH PROGRAMME and One AD-ON COURSE [ 6 Papers in each Semester ]**

*There will be internal assessment for 10 marks for each paper except Papers 306 (Outreach Programme) and 405 (Project Work). For the paper 204 ( Computer Application in Business) there will be internal assessment for 5 marks in respect of Module I and Viva-Voce of 5 marks will be conducted in respect of Module II. For Paper 405 (Project Work) 30 marks are allotted for the dissertation part and 20 marks for Viva-Voce part on the project work.*

### **Semester-I (300 Marks)**

MCOMCCT -101 Organization Theory and Organization Behaviour  
MCOMCCT -102 Accounting Theory  
MCOMCCT- 103 Business Statistics  
MCOMCCT - 104 Marketing Management and Human Resource Management  
MCOMCCT - 105 Financial Institutions and Markets  
MCOMCCT - 106 Business Ethics and Corporate Governance

### **Semester-II (300 Marks)**

MCOMCCT -201 Strategic Management  
MCOMCCT -202 International Business and Finance  
MCOMCCT - 203 Direct and Indirect Tax Laws  
MCOMCCT -204 Computer Applications in Business  
MCOMCCT- 205 Advanced Business Statistics  
MCOMCCT – 206 Principles and Practice of Insurance

### **Semester-III (300 Marks) Including Specialization (Major Paper) in Accounting, Finance and Taxation**

MCOMCCT -301 Financial Statement Analyses  
MCOMCCT -302 Auditing and Assurance Service  
MCOMMET (Major)-303 Corporate Financial Accounting and Reporting  
MCOMMET (Major) – 304 Advanced Cost & Management Accounting  
MCOMOET -305 Entrepreneurship Developments  
MCOMORP -306 Outreach Programme

## **Semester-IV (300 Marks) Including Specialization (Major Paper) in Accounting, Finance and Taxation**

MCOMCCT – 401 Security Analyses and Portfolio Management

MCOMCCT – 402 Financial Management

MCOMMET – 403 (Major) Computerized Taxation

MCOMMET – 404 (Major) Stock Market Trading and Basics of Corporate Meetings and Reports

MCOMMEP – 405 Project Work

MCOMAO – 406 Ad-on Course (Statistical Analysis)

### **SIDHO KANHO BIRSHA UNIVERSITY** **Syllabus for M. COM. under CBCS Scheme**

#### **SEMESTER-I**

#### **Organization Theory and Organization Behaviour**

**Paper Code: MCOMCCT -101**

**Full Marks: 50**

#### **Module I (25 Marks)**

#### **Organization Theory**

1. **Planning:** Strategic Planning-Concept, Planning Premises, Role of Forecasting in Planning, Management by Objectives - Conceptual Framework, Process, Inflexibilities in Planning
2. **Implementing:** Authority - Types, Delegation of Authority, Span Of Management, Leading- Leadership Theories (Managerial Grid, Fiedler's Contingency Theory, Hersey-Blanchard Situational Theory)
3. **Decision-Making:** Meaning, Process, Types of Decisions, Approach Towards Decision-Making – Economic Model And 'Bounded Rationality' Model

## **Module II (25 Marks)**

### **Organization Behaviour**

4. **Introduction to Organisational Behaviour:** Organisational Behaviour– Concept Significance; Organisational Behaviour Model, Ability; Attitudes; Perception; Learning; Personality; Values
5. **Group Level Variable:** Definition, Types of Groups, Group Formation; Group Behaviours: Norms; Cohesion, Role; Group Decision Making: Techniques
6. **Organisational Level Variables:** Culture: Definition, Types, Functions, Creation of Culture, Learning Cultures; Organisational Conflict: Traditional and Modern Approaches to Conflict, Functional and Disfunctional Organisational Conflicts, Sources, Types of Conflict, Resolution of Conflict; Stress: Definition; Sources; Management of Stress

### **Suggested Readings:**

1. Luthans, F.: Organisational Behaviour, McGraw Hill International, New York
2. Robbin, S.P.: Organisational Behaviour, Prentice Hall International
3. Sharma, R.A.: Organisation Theory and Behaviour, Tata McGraw Hill, New Delhi
4. Rao, V.S.P. and Harikrishna, V. : Management: Text and Cases, Excel Books, New Delhi
5. Koontz, H. and Weirich, H.: Management, McGraw Hill International, New York
6. Prasad, L.M.: Principles and Practice of Management, Sultan Chand & Sons
7. Hersey, Paul, Blanchard, Kenneth H. and Johnson, Dewey E.: Management of Organisational Behaviour: Utilizing Human Resources, Prentice Hall India , New Delhi
8. Shukla, Madhukar: Understanding Organisations: Organisation Theory and Practice in India, Prentice Hall India , New Delhi
9. Khanka, S.S.: Organisational Behaviour, S.Chand
10. Banerjee, Mrityunjay: Organisation Behaviour, Allied Publishers Ltd., N.Delhi.

### **Accounting Theory**

**Paper Code: MCOMCCT -102**

**Full Marks: 50**

## **Module I (25 Marks)**

1. Capital and Profit: Concept and Measurement.
2. Asset Valuation and Asset impairments.
3. Accounting information, Transparency and Disclosure.

## **Module II (25 Marks)**

4. Method of setting accounting standards, Economic and political issues in accounting standard setting.
5. Globalization of accounting standards, IFRS and its role.
6. Extension of the boundary of corporate reporting – limitations of GAAP reporting – Social Environmental Reporting – Accounting for Intellectual Capital.

### **Suggested Readings:**

1. Belkaoui, A.R., *Accounting Theory*
2. Carmichael, Whillington and Graham Accountants' Handbook.
3. Hendriken, E. and Breda, M., *Accounting Theory*
4. Kirk, R.J., *Accounting Standards : In Depth Theory and Practice*
5. Schroeder, Clark & Cathey, *Financial Accounting Theory and Analysis*
6. Scott, W.R., *Financial Accounting Theory*
7. Wolk, H.I. and Teamey, M.G., *Accounting Theory : A Conceptual and Institutional Approach*

### **Business Statistics**

**Paper Code: MCOMCCT -103**

**Full Marks: 50**

### **Module: I (25Marks)**

1. **Theory of Probability:** Objective and Subjective Probability, Classical Approach, Relative Frequency Approach and Axiomatic Approach of Probability; Addition and Multiplication Probability Models; Conditional Probability and Bayes' Theorem; Independence of Events; Matching Problem.
2. **Time Series Analysis:** Need of Time Series Analysis, Components in Time Series Data, Measurement of Trend, Cyclical Fluctuation, Seasonal Variation and Irregular Movement, Business Forecasting.
3. **Correlation and Regression Analysis:** Scatter diagram, linear correlation, Properties of linear correlation-coefficient, coefficient of determination, linear regression equation, Properties of linear regression coefficient, Standard error and probable error of estimates.

### **Module: II (25Marks)**

4. **Index Number:** Meaning and Types; Weighted Aggregative Indices- Laspeyre's, Paasche's, Edward-Marshall's and Fisher's Price and Quantity Indices; Test of Adequacy of Index Number; Special Problem- Base Shifting, Splicing; Uses and Problems of Index Number; Cost of Living Index.
5. **Interpolation:** Definition of Interpolation, Extrapolation, Inverse Interpolation; Use of Delta and E Functions, Polynomial Function, Newtons Forward, Backward and Lagranges Formula.

6. **Association of Attributes (Taking two and three Attributes):** Classes and Class Frequencies; Consistency of Data; Independence and Association; Partial and Illusory Association, Association and Casual Relationship.

**Suggested Readings:**

1. Levin, Richard I. & Rubin, David, S.: Statistics for Management, Pearson Pub., 7<sup>th</sup> Ed. New Delhi.
2. Chatfield, C.: The Analysis of Time Series: An Introduction, Chapman and Hall, 6<sup>th</sup> Ed. London.
3. Goon, Gupta & Dasgupta : Fundamentals of Statistics, Vol.- I & Vol.- II, World Press Pvt. Ltd., Kolkata.
4. Goon, Gupta & Dasgupta : An Outline of Statistical Theory, Vol.- I & Vol.- II, World Press Pvt. Ltd., Kolkata.
5. Gupta, S. P.: Statistical Methods, Sultan Chand & Sons, 43<sup>rd</sup> Ed. New Delhi.
6. Gupta, S. C. and Kapoor, V. K.: Fundamentals of Mathematical Statistics, Sultan Chand & Sons, New Delhi
7. Sharma, J. K. : *Business Statistics*, Vikas Publishing House

**Marketing Management and Human Resource Management**

**Paper Code: MCOMCCT- 104**

**Full Marks: 50**

**Module I (25 Marks)**

**Marketing Management**

1. **Concept of Marketing :** Concept, Customer's Need and Satisfaction, Marketing Environment,
2. **Buyer Behaviour:** Factors influencing Individual Buying Behaviour; Buying Decision Process for New Products; Market Segmentation.
3. **Developing the Market Mix:** Concept of Marketing Mix of Product and Service; Product Mix Decisions; New Product Development Process, Product Life Cycle; Price; Factors to consider when setting Price; Pricing Strategies.

**Module II (25 Marks)**

**Human Resource Management**

4. **Introduction :** challenges- responses –objectives - Models, job analysis and design - HR planning - recruitment - selection
5. **Development and Evaluation:** placement – training – performance – appraisal – career Planning
6. **Compensation and Protection:** compensation management incentives – benefits and services.

**Suggested Readings:**

1. Kotler and Armstrong, Principles of Marketing, Prentice Hall
2. Ramaswamy and Namakumari, Marketing Management : Planning, Implementation and Control, Macmillan
3. Etzel, Walker, Stanton and Pandit, Marketing Concepts and Cases, Tata McGraw Hill
4. Saxena, Marketing Management, Tata McGraw Hill
5. Saxena and evy, Marketing , Tata McGraw Hill
6. Perreault and McCarthy, Essentials of Marketing, McGraw Hill
7. Perreault and McCarthy, Basic Marketing : A Global Managerial Approach, McGraw Hill

**Financial Institutions and Markets****Paper Code: MCOMCCT- 105****Full Marks: 50****Module I (25 Marks)****Financial Institutions**

1. **Financial System - An overview :** Various components of the Financial System; Role of Financial Institutions (FIs) in Financial System; Financial Systems and Development; Major issues in the Indian Financial System.
2. **Financial Institutions:** Banks- Apex Bank, Scheduled Commercial Banks, RRBs, Co-operative Banks, Private Banks and others , Credit Institutions; Development Financial Institutions; NBFCs: Types and Regulatory Authorities; RNBCs; Insurance Companies; Mutual Fund Institutions. Microfinance Institutions.
3. **Risks of Financial Intermediaries:** Interest rate risk, Liquidity risk, Foreign exchange risk, Credit risk, Market risk, Operational Risk, Solvency Risk; Process of Risk Measurement and Management.

**Module II (25 Marks)****Financial Markets**

4. **Money Market and Capital Market Instruments and Institutions:** Constituents of Indian Money Market; Instruments Traded in Money Market. Securities and Securities Market; Role of Securities Market in a Country's Economy; Structural Framework of Indian Capital Market; Instruments Usually Traded In Capital Market; SEBI and its Functions and Role.
5. **Primary Market – Intermediaries and Activities:** Primary Market Intermediaries – Lead Managers and Co-Managers; Underwriters; Bankers to an Issue; Brokers to the Issue; Registrars to an Issue and Share Transfer Agents. Primary Market Activities / Procedures – Pricing of Issues; IPO and Book Building Process; ASBA facility.

- 6. Secondary Market (Stock Exchanges) And Security Trading:** Role of Stock Exchanges in Security Trading; Role of Brokers and Sub-Brokers in Security Trading; Stock Exchanges in India - BSE, NSE and other regional Stock Exchanges; Concept of Stock Market Indices; Listing of Securities on a Stock Exchange; Clearing and Settlement; Present Screen-Based Computerized Trading; Scrip-less Trading; Two Depositories - NSDL and CDSL,

**Suggested Readings:**

1. Pathak, Bharati V.: Indian Financial System, Pearson Education, New Delhi.
2. Khan, M. Y.: Indian Financial System, Tata McGraw Hill, New Delhi.
3. Bhole, L. M. and Mahakud, J.: Financial Institutions and Markets, Tata McGraw Hill, New Delhi.
4. Gurusamy, S.: Financial Markets and Institutions, Tata McGraw Hill, New Delhi.
5. Mishkin, F. S. and Eakins, S. : Financial Markets and Institutions, Pearson Education, New Delhi.
6. Arunachalam, Ramesh S.: The Journey of Indian Micro-Finance: Lessons for the future, Aapti Publications, Chennai.
7. Gupta, S. B.: Monetary Economics – Institutions, Theory and Policy, Sultan Chand, New Delhi.
8. Raghunathan, V. and Rajib, P.: Stock exchanges, Investment and Derivatives, Tata McGraw Hill, New Delhi.
9. Sarkhel, J. and Gupta, A.: Capital Market: Theory and Institutions, Book Syndicate, Kolkata.

**SEMESTER-II**

**Strategic Management**

**Paper Code: MCOMCCT -201**

**Full Marks: 50**

**Module I (25 Marks)**

1. **Introduction:** Concept of strategy; Strategic management process; levels of strategy, Importance of Strategic Management.
2. **Strategic Position – External and Internal Analysis:** Concept of industry, Porter’s Five Forces Model; strategic groups; industry life-cycle analysis; macro environment competencies and resources; competitive advantage; analyzing competitive advantages and profitability; value-chain analysis.
3. **Functional–Level Strategy:** achieving superior efficiency, quality, innovation and customer responsiveness.

## Module II (25 Marks)

4. **Business-Level Strategy:** Competitive positioning and the business model ; generic business-level strategies.
5. **Business-Level Strategy- 1:** The multi-business model; horizontal integration, vertical integration, strategic out-sourcing.  
**Business-Level Strategy - 2:** Related diversification and unrelated diversification.
6. **Implementing Strategy:** organizational design; control systems; organizational culture; strategic leadership for competitive advantage.

### Suggested Readings:

1. C.W.L Hill and G.R. Jones, Strategic Management – An Integrated Approach, Biztantra
2. G. Johnson and K. Scholes, Exploring Corporate Strategy : Text and Cases, Prentice Hall
3. A.A. Thompson and A.I. Strickland, Strategic Management, Irwin, McGraw Hill
4. F.Chernilam, Strategic Management, Himalaya Publishing.

## International Business and Finance

Paper Code: MCOMCCT – 202

Full Marks: 50

### Module I (25 Marks)

#### International Business

1. **Balance of Payments (BOP):** Principles of BOP Accounting, Components of BOP, Significance of 'Deficit' & 'Surplus' in BOP, India's BOP and Economic Performance, Capital Mobility and Capital Account Convertibility.
2. **Multinational Corporations:** Foreign Direct Investment and Cross- Border Acquisitions; Major Vehicles of FDI – their inherent Disadvantages in Host Countries – their Advantages—their Cost Advantage through transfer of their Knowledge-based Assets.
3. **Foreign Exchange Market and Exchange Rate Determination:** Demand and Supply of Foreign Exchange – Significance of Marshal-Lerner Condition in Supply of Foreign Exchange – Exchange Rate – Devaluation and Up valuation of Domestic Currency – Different Exchange Rate Regimes and their Mechanism, International Parity Conditions – Purchasing Power Parity- Interest rate Parity.

### Module II (25 Marks)

#### International Finance

4. **International Financing :** International Financial Markets – Foreign Access to Domestic Markets – Development Banks – The Euro Markets.
5. **Foreign Investment Analysis:** International Portfolio Investment – International Capital Budgeting.

**International Working capital Management:** Financing Foreign Trade – Current Asset Management – Financing Current Assets.

- 6. International Transfer Pricing and International Taxation:** Concept, Different Transfer Pricings, Problems of International Taxation, Double Taxation.

**Suggested Readings:**

1. Chacholiades Miltiades, International Economics, McGraw Hill
2. Hill Charles WL and Jain A.K., International Business, Tata McGraw Hill
3. Rugman and Hodgetts, International Business : A strategic Management Approach, Pearson
4. Taggart, James, H. and McDermott Michael C., The Essence of International Business, Prentice Hall
5. Shapiro, A.C., Multinational Financial Management, Wiley
6. Apte, P.G., International Finance, Tata McGraw Hill
7. Siddaiah, T, International Financial Management, Pearson

**Direct and Indirect Tax Laws**

**Paper Code: MCOMCCT – 203**

**Full Marks: 50**

**Module I (25 Marks)**

**Direct Tax**

1. Profits and Gains of Business or Profession including Minimum Alternate Tax and Dividend Distribution Tax
2. Capital Gains, Set off and carry forward of losses, Corporate Tax Planning
3. Assessment Procedure, Returns, Assessments, Advance Payment of Tax, Filling of Returns

**Module II (25 Marks)**

**Indirect Tax**

4. Central Excise Duty
5. Customs Duty
6. Service Tax and Introduction to GST

(After introduction of GST on and from 01.04.2017, Excise Duty, Customs duty and Service Tax shall be replaced by GST)

**Suggested Readings:**

1. Singhanian, V.K. and Singhanian, K., Direct Taxes – Law & Practice, Taxmann Publication
2. Datey, V.S., Indirect Taxes, Taxmann Publication

## Computer Application in Business

Paper Code: MCOMCCT -204

Full Marks: 50

### Module I (25 Marks)

- 1. Introduction:** Concepts of System, Properties and Types of Systems – Levels – Operating Elements of a computer-based Information System (CBIS), Evolution, Scope and Types of CBIS.
- 2. Information Systems in Organizations:** Transaction Processing Systems (with special reference to accounting and financial information systems) , Information as a Strategic Resource, Use of information system for strategic advantage ; components of information planning, Management Information and Reporting Systems – Decision Support Systems (DSS), Expert Systems and Artificial Intelligence.
- 3. Management of Information Systems:** Information Resource Management (IRM) ; Role of Information Systems Manager ; Information Technology Management ; Managing Information Services Personnel.
- 4. E-Commerce:** Introduction, Traditional commerce vs E-Commerce, Advantages and disadvantages, Different types and categories of e-commerce, Applications of E-Commerce in business, Driving forces behind E-Commerce, Ethical and legal issues in E-Commerce.

### Module II (25 Marks)

#### Practical

- 5. Computer Based Business Applications:** Introduction and working with MS-Word in MS Office–Working with Excel (**with special reference to financial and statistical applications**)– Creating Presentation with Power Point, Sound effect and Animation effect.
- 6. Introduction to Accounting Packages:** Preparation of Vouchers, Invoice and Salary Statements, Maintenance of Inventory Records - Maintenance of Accounting Records–Preparation of Balance Sheet – Preparation Annual Report.

**Viva-Voce:** 05 Marks

#### Suggested Readings:

1. Basandra, S.K., Management Information Systems, Wheeler
2. Murthy, C.S., Management Information Systems : Text and Applications, Himalaya Publishing
3. O'Brien, J.A., Management Information Systems : A Managerial End-User Perspective, Galgotia Publication

4. Parkar, C. and Case, T. , Management Information Systems : Strategy and Actions, Mitchel-McGraw Hill
5. Turban, Aronson, Decision Support System & Intelligent System, Pearson.
6. Jaiswal, Management Information Systems, Oxford University Press.
7. Alter, Information Systems, Foundation of E-Business, Pearson.
8. Blanc, Computer Application for the New Millennium, Vikas Publishing.

### **Advanced Business Statistics**

**Paper Code: MCOMCCT- 205**

**Full Marks: 50**

#### **Module I (25 Marks)**

1. **Correlation and Regression Analysis:** Partial and Multiple Correlations, Spearman's And Kendall's Rank Correlation; Regression and OLS Estimation; Multiple Regression; Limitations of Correlation and Regression.
2. **Random Variable and Probability Distributions:** Random variable; Probability functions; Expectation and Variance of a random variable, Binomial, Poisson, Uniform, Normal and Exponential Distributions; Their Characteristics and Applications.
3. **Sampling Theory and Sampling Distribution:** Basic concept of sampling, Sampling and Non-Sampling Errors, Sampling Methods (Probability and Non-Probability); Law of Large Number and Central Limit Theorem; Sampling Distributions and their Characteristics.

#### **Module II (25 Marks)**

4. **Statistical Estimation:** Point and Interval Estimation of Population Mean, Proportion and Variance, Properties of a good estimator.
5. **Testing of Hypothesis:** Statistical Testing of Hypothesis and Errors; Sample Size; Large and Small Sampling Tests: Z- Tests, T-Tests, F statistic; ANOVA.
6. **Non-Parametric Analysis:** Chi-Square Tests; Sign Tests; Wilcoxon Signed-Rank Tests;

#### **Suggested Readings:**

1. Heinz, Kohler: *Statistics for Business & Economics*, Harper Collins, New York.
2. Hien, L.W.: *Quantitative Approach to Managerial Decisions*, Prentice Hall, New Jersey.
3. Morse, Lawrence B.: *Statistics for Business & Economics*, Harper Collins, N.Y..
4. Levin, Richard I. And Rubin, David S.: *Statistics for Management*, Prentice Hall, Delhi.
5. Staine, R. and Foster, D.: *Statistics for Business*, Pearson Education, New Delhi.

6. Bajpai, N.: *Business Statistics*, Pearson Education, New Delhi.
7. Watsnam, Terry J. and Parramor, Keith: *Quantitative Methods in Finance*, International Thompson Business Press London.
8. Hooda, R.P.: *Statistics for Business and Economics*, Macmillan, New Delhi.
9. Goon, Gupta & Dasgupta: *Fundamentals of Statistics*, Vol. I & Vol. II.
10. Goon, Gupta & Dasgupta: *An Outline of Statistical Theory*, Vol. I & Vol. II.
11. Gupta S.P.: *Statistical Methods*, Sultan Chand, New Delhi.
12. Arora, S., Arora, S. and Arora, P. N. : *Comprehensive Statistical Methods*, S. Chand

## **Principles and Practice of Insurance**

**Paper Code: MCOMCCT – 206**

**Full Marks: 50**

### **Module I (25 Marks)**

1. **Introduction:** Concept, Functions, Characteristics of Insurance, Its difference with gambling, Importance to individuals, organizations and society.
2. **Selection of insured:** Understanding risk of the insured, factors affecting risk, sources of risk information
3. **Types of insurance:** Life and Non-life, Classification of policies in life insurance: according to duration, premium payment, participation in profits, traditional and non-traditional.

### **Module I (25 Marks)**

4. **Indian insurance industry:** Developments and growth
5. **Life Insurance Sector reforms in India:** Reasons and consequences
6. **Reforms in General Insurance Sector in India:** Reasons and consequences

### **Suggested Readings:**

1. Mishra, M.N.: *Insurance Principles and Practice*, S. Chand, New Delhi
2. Sadhak, H.: *Life Insurance in India: Opportunities, Challenges and Strategic Perspective*, Sage Publications, New Delhi
3. Ali, S., Mohammad, R. and Ahmad, M.: *Insurance in India*, Regal Publications, New Delhi
4. Thomas, G. and Mishra, K.C.: *General Insurance: Principles & Practice*, Cengage Learning
5. Mishra, K.C., Mishra, M. and Tripathy, M.: *General Insurance: Business Operations in Executing*, Cengage Learning
6. Ali, S, Mohammad, R. and Ahmad, M.: *Insurance in India: Development, Reforms, Risk Management, Performance*, Jain Book Agency
7. Snaring, U.: *Insurance Industry in India: Features, Reforms and Outlook*, Jain Agency
8. Singh, S.R.: *Dictionary of Insurance*, Jain Agency
9. Tyagi, C.L. and Tyagi, M.: *Insurance - Law and Practice*, Jain Agency
10. Bihari, S.C. and Baral, S.K.: *Insurance Management in the Reforms Era*, Jain Agency

## **SEMESTER-III**

### **Financial Statement Analysis**

**Paper Code: MCOMCCT – 301**

**Full Marks: 50**

#### **Module I (25 Marks)**

1. **Introduction:** Meaning and objective of financial statement analysis – Origin of financial statement analysis – Demand for and supply of financial statement information – Sources of financial statement information – Traditional versus New approach to financial statement analysis
2. **Tools and Techniques of Financial Statement Analysis :** Horizontal or trend analysis – Vertical analysis of common size statements – Use of accounting ratios and other statistical measures for analysis – Inter-firm and intra-firm comparisons – benchmark for comparison
3. **Profitability and Cash Flow Analysis:** Application of accounting ratios for measuring profitability – Concept of economic value added – Importance of analysis of cash flow statement – Interpretation of cash flow statement

#### **Module II (25 Marks)**

4. **Capital Market Efficiency and its Implications for Financial Statement Analysis :** Random walk and efficient capital market – Nature and forms of efficient capital market – Efficient capital market anomalies - Implications of capital market efficiency – Role of financial analyst in efficient capital market
5. **Distress Analysis :** Meaning of financial distress and corporate failure – Causes and symptoms of failure – Models for prediction of corporate failure
6. **Credit and Equity Risk Analysis :** Types of credit and equity risks – Concept of credit rating – Models of prediction of bond rating and bond risk premium – Techniques of equity risk analysis

#### **Suggested Readings:**

1. Lev, B., Financial Statement Analysis: A New Approach, Prentice Hill
2. White, Sondhi and Fried, The Analysis and Use of Financial Statements, John Wiley & Sons
3. Sinha, G., Financial Statement Analysis, PHI Learning Private Ltd.
4. Foster, G. , Financial Statement Analysis, Prentice Hall
5. Bernstein and Wild, Financial Statement Analysis: Theory, Application and Interpretation, McGraw Hill

6. Peter, W., Financial Statement Analysis: An International Perspective, Business Press - Thompson Learning
7. Foulke, R.A., Practical Financial Statement Analysis, Tata McGraw Hill

### **Auditing and Assurance Service**

**Paper Code: MCOMCCT 302**

**Full Marks: 50**

#### **Module I (25 Marks)**

1. **Standards of Auditing**
2. **Audit Report and Auditor's Independence** : Essentials of good report, Types of Auditor's Report – Clean Report, Qualified Report, Adverse Report, Disclaimer of opinion, Piecemeal report, Auditor's Independence : Meaning and different issues.
3. **Risk Assessment and Internal Control System** : Elements of internal control, Review and documentation, Evaluation of Internal control system, internal control check list, Tests of control, Application of concept of materiality and audit risk.

#### **Module II (25 Marks)**

4. **Special Audit**: Cost Audit, Management Audit, Operational Audit, Forecast Audit, Green (Environmental) Audit.
5. **Auditing in Computerized Environment**: Special aspects of CIS (Computerized Information system) Audit Environment, Need for review of internal control, Approach to audit in CIS Environment, use of computers for internal and management audit purposes : audit tools, test packs, computerized audit programme.
6. **Government Audit**: Local bodies and not-for-profit organizations, Comptroller and Auditor General and its constitutional role.

#### **Suggested Readings:**

- Basu, B.K., An Insight into Auditing – A Multidimensional approach, Basushree Book Stall
- Gupta, K., Contemporary Auditing, Tata McGraw Hill
- Basu, S.K., Auditing – Principles & Techniques, Pearson Education
- Emile Woolf, Auditing Today, Prentice Hall India
- ICAI, Auditing Standards and Guidelines
- Tandon, B.N., Auditing Practice, Sultan Chand , New Delhi

## **Corporate Financial Accounting and Reporting**

**Paper Code: MCOMMET (Major) -303**

**Full Marks: 50**

### **Module I (25 Marks)**

1. Disclosure in Company Accounts and Corporate Social Responsibility- its Performance
2. Segment Reporting
3. Accounting and Reporting of Intangible Assets and Issues regarding Impairment of Assets

### **Module II (25 Marks)**

4. Consolidated Accounts ( Including Chain Holding) and accounting for corporate restructuring
5. Accounting for Financial Instruments
6. Emerging issues in Financial Accounting and Reporting

#### **Suggested Readings:**

1. Banerjee and Basu, (eds.), Corporate Financial Reporting, DSA in Commerce, University of Calcutta
2. Banerjee, B., Regulation of Corporate Accounting in and Reporting in India, The World Press
3. Basu, A.K., Rediscovering the Balance Sheet – a corporate financial reporting perspective, QSA in Commerce, University of Calcutta
4. Beaver, W., Financial Reporting : An Accounting Revolution, Prentice Hall
5. Bedford, N.M., Extensions in Accounting Disclosure, Prentice Hall
6. Chakraborty, K., Advanced Accountancy, Oxford University Press
7. Gupta, R.L., Advanced Financial Accounting, S. Chand & Sons
8. Maheswari, S.N., Advanced Accountancy (Vol. II), Vikas Publishing House
9. Shukla, Grewal and Gupta, Advanced Accounts (Vol. II), S.Chand & Co.

## **Advanced Cost and Management Accounting**

**Paper Code: MCOMMET (Major) -304**

**Full Marks: 50**

### **Module I (25 Marks)**

1. **Tools of Cost Management :**
  - (i) Activity Based Costing System and Activity Based Cost Management
  - (ii) Target Costing, Life Cycle Costing, Quality Costing, JIT.
2. **Performance Measurement:** Return on Investment, Residual Income, Different Value Added Concepts like Economic Value Added, Market Value Added, Cash value Added etc.
3. **Responsibility Accounting and Reporting.**

## **Module II (25 Marks)**

- 4. Cost Analysis for Decision Making : Relevant Costing**
- 5. Marginal Costing and Strategic Management Decisions**
- 6. Management Control System :**
  - (i) Budgetary Control System
  - (ii) Standard Costing and Variance Analysis (including sales variance)
  - (iii) Cost Control, Cost Reduction, Benchmarking, Value Chain Analysis and Value Engineering.

### **Suggested Readings:**

1. Atkinson, Kalpan, Matsumara, Yong & Kumar, Management Accounting, Pearson Education, New Delhi
2. Basu, Banerjee & Dandapat (Edrs.), Strategic Cost Management, University of Calcutta
3. Bhabatosh Banerjee, Cost Accounting, Prentice Hall of India, New Delhi
4. Bhabatosh Banerjee, Financial Policy and Management Accounting, Prentice Hall of India, New Delhi
5. Blocher, Chen, Cokins & Lin, Cost Management – A Strategic Emphasis, Tata McGraw Hill, New Delhi
6. Colin Drury, Management and Cost Accounting, Thompson Learning
7. Hansen & Mowen, Management Accounting, Thompson Learning
8. Horngren, Datar, Foster, Cost Accounting – A Managerial Emphasis, PHI & Pearson Education, New Delhi.

## **Entrepreneurship Development**

**Paper Code MCOMOET -305**

**Full Marks: 50**

## **Module I (25 Marks)**

### **(Basics of Entrepreneurship)**

1. Concept of Entrepreneur and Entrepreneurship, Evolution of Entrepreneurship, Nature of Entrepreneurship, Characteristics and functions of Entrepreneurship, Entrepreneurship qualities, Role of Creativity and Innovation in Entrepreneurship, Ethics and the Entrepreneur.
2. Forms of Entrepreneurship- Small and Large Entrepreneurship, Sole Proprietorship and Family Venture, Corporate Entrepreneurship, Cooperative Entrepreneurship. Legal Protection of Innovations-Patents, Trademarks, Copyrights, IPRs.
3. Promotion and Financing of New Ventures; Opportunity analysis, External Environment analysis, Legal requirements for establishing a new unit. Methods of financing-Equity Financing, Venture Capital, Debt Financing and Government Grants.

## **Module II (25 Marks)**

### **(Basics of Finance and Accounting)**

1. **Introduction to Accounting:** Meaning of Accounting- Its Functions and Branches, Various Users of Accounting, Features and advantages, Basic terminologies used in Accounting: Debit, Credit, Account, Liabilities and Assets, Current assets, Fixed Assets, Intangible Assets, Current Liabilities, Contingent Liabilities. Rule for Debit and Credit, Journal and Ledger – Features and Types.
2. **Basics of Accounting:** Types of accounts – Personal, Real and Nominal. How to Record Transactions by following the rules for debit and credit. Balancing of an account. Trial Balance \_ Concept, Features, Purposes and Limitations. Preparation of Trial Balance from Ledger account balances, Preparation of Final Accounts. Cash Basis, Accrual Basis and Hybrid Basis. Solution of Problems regarding Ascertainment of Income under cash basis and accrual basis.

### **Suggested Readings:**

1. Tandon, B.C. Environment and Entrepreneur, Chug Publications, Allahabad.
2. Holt, David H. Entrepreneurship and New Venture Creation, PHI
3. Prasanna Chandra. Project Preparation, Appraisal, Implementation. TMH.
4. Paul, S.K. Practical Accounts, Vol. I and II, New Central Book Agency.
5. Hanif and Mukherjee, Modern Accountancy, Vol. I and II, TMH.
6. Basu and Das, Practice in Accountancy, Vol. I and II, Rabindra Library.

### **Outreach Programme**

**Paper Code MCOMORP: 306**

**Full Marks: 50**

## SEMESTER – IV

### Security Analysis and Portfolio Management

Paper Code: MCOMCCT -401

Full Marks: 50

#### Module I (25 Marks)

##### Security Analysis

1. **Security Analysis:** Concept, , Investment in Securities – real asset and financial assets, Derivative securities Comparison between Investment, Speculation and Gambling, Importance of Security Analysis
2. **Fundamental analysis:** Economic analysis – Industry analysis – Company analysis (including forecasting future performance) – Methods of equity valuation – Bond analysis and valuation.
3. **Technical analysis:** Charting techniques (trends – moving average – relative strength point and figure analysis etc. – Dow Theory – Key technical indicators.

#### Module II (25 Marks)

##### Portfolio Management

4. **Portfolio Analysis:** Concept and estimation of risk and return of individual securities – Relationship between risk and return – Types of security risk – Systematic risk vs. unsystematic risk - Concept of portfolio and portfolio diversification – Portfolio management process – Implications of diversification for investors – Diversification strategies – Portfolio risk and return – Markowitz risk-return optimization principle.
5. **Portfolio Selection and Capital Market Theory :**Markowitz (mean-variance) efficient frontier and optimal portfolio – Introduction of a risk free security in portfolio – Market portfolio – Capital market line (CML)

Capital Asset Pricing Model (CAPM) – Features and assumptions – Concept and estimation of Beta Co-efficient –Significance of Beta in portfolio decisions .

6. **Evaluation of Portfolio Performance:** Portfolio performance measures – Portfolio revision – Portfolio insurance – Mechanics of international diversification.

#### Suggested Readings:

1. Chandra, P., Investment Analysis and Portfolio Management , Tata McGraw Hill
2. Elton, Gruber, Brown and Goetzmann, Modern Portfolio Theory and Investment Analysis, John Wiley & Sons
3. Fabozzi, F.J., Investment Management, Prentice Hall
4. Fischer and Jordon, Security Analysis and Portfolio Management, Prentice Hall
5. Jones, C.P., Investments - Analysis and Management, John Wiley & Sons
6. Sharpe, Alexander and Bailey, Investments, Prentice Hall

## **Financial Management**

**Paper Code: MCOMCCT – 402**

**Full Marks: 50**

### **Module I (25 Marks)**

1. **Introduction** : Functions of Financial Management – Objectives of the Firm – Agency Theory (including costs and constraints), Financial Environment and Role of Financial Manager
2. **Cost of Capital and Analysis of Leverage**
3. **Capital Structure** : Theories and Planning

### **Module II (25 Marks)**

4. **Capital Budgeting Decisions in certainty and uncertainty**
5. **Management of Components of Working Capital**
6. **Dividend Policy**

#### **Suggested Readings:**

1. Banerjee, Bhbatosh, Financial Policy and Management Accounting, PHI
2. Brealey, Meyers, Allen and Mohanty, Principles of Corporate Finance, TMH
3. Chandra, Prasanna, Financial Management : Theory and Practice, TMH
4. Khan, M.Y. and Jain, P.K. , Financial Management : Text, Problems and Cases, TMH
5. Khan, M.Y., Indian Financial System, TMH
6. Machiraju, H,R,,Mergers, Acquisitions and Takeovers, New Age International, New Delhi
7. Markowitz, H,M.,Portfolio Selection : Efficient Diversification of Investments, Wiley
8. Pandey, I.M., Financial Manaement, Vikas, 9<sup>th</sup> edition
9. Van Horne, James C., Financial Manaement and Policy, PHI/ Pearson
10. Walker, E.W., Essentials of Financial Manaement, PHI.

## Computerised Taxation

Paper Code: MCOMMET (Major) – 403

Full Marks: 50

### Module I (25 Marks)

1. **Introduction:** Concept of PAN, TAN, Different forms for filing returns, Types of return, AIN
2. **Scheme of furnishing electronic return ( e filling)**
3. **Type of deductors and Payment of TDS/TCS :** Government, Non-corporate and Corporate, CIN, BIN

### Unit: II (25 Marks)

4. **Online PAN and TAN Registration-**tdscpc.gov.in- e-tutorial for Registration
5. **Download, Preparation and Validation:** E-TDS:24Q-26Q-27Q-27EQ,24G.
6. **Download & Preparation-**Form-16, Form-16A & Others from tdscpc.gov.in & Conversion to PDF, E-Tutorial

### Suggested Readings:

1. Circulars Issued by C.B.D.T.
2. Income Tax Act, 1961.
3. Income Tax Rules, 1962.

## Stock Market Trading and Basics of Corporate Meetings

Paper Code: MCOMCCT (Major) – 404

Full Marks: 50

### Module I (25 Marks)

1. **1. INTRODUCTION:** Concept of Off-Market Trading and Market Trading, Opening of Trading Account, Bank Account and Demat account for On-line Trading, Understanding the uses and filling up of Delivery Instruction Slips, Do's and Don'ts in respect of Delivery Instruction Slips.
2. **Use of BSE and NSE Terminals:** Opening and Closing Hours for trading, Concept of various Sock Indices on BSE and NSE, Trading Days, Settlement Period.

3. **Online Trading:** Concept of Asking Rate and Bid Rate, Buy Order, Sale Order, Limit Order, Market Order, Modifying/Cancelling an Order, Last Traded Price, Intraday High & Low at any point of time of trading hour, 52 week High & Low, Previous Closing, Getting Quotes, Trade Book, Order Book and Financial Ledger, Limit for Buying, Delivery based trading and intra-day trading, Concept of short selling, Delivery of shares for market trading, Contract Note.

## **Module II (25 Marks)**

### **Basics of Corporate Meetings and Reports**

4. **Company Meetings:** Various Types - Statutory Meeting, General Meeting, Extra-Ordinary General Meeting, Annual General Meeting. Provisions of the Companies Act (2013) regarding these meetings.
5. **Annual Report:** Contents of Annual Report– Chairman’s Speech, Directors’ Reports, Corporate Governance Report, Segment Report, Audited Financial Results. CSR Report
6. **Voting:** Physical Voting, Postal Voting and e-Voting and their Procedures. Attendance Slip and Proxy Form, Resolutions in respect of Special Business and Ordinary Business.

### **Suggested Readings:**

1. Bhole, L.M., Financial Institutions and Markets, TMH.
2. Pathak, Bharati V., Indian Financial System, Pearson Education.
3. Khan, M. Y., Indian Financial System, Tata McGraw Hill, New Delhi.
4. Gupta, S.B., Monetary Economics- Institutions, Theory and Policy, S. Chand, New Delhi.
5. Companies Act, 1956
6. Companies Act, 2013

### **Project Work**

**Paper Code MCOMMEP: 405**

**Subject: Ad-on Course (Statistical Analysis)**

**Paper Code MCOMAO: 406**