

# **COURSES OF STUDIES**

FOR

THREE YEAR DEGREE COURSE

IN

**COMMERCE HONOURS**

**DEPARTMENT OF COMMERCE**

**Choice Based Credit System(CBCS)**

First & Second Semester Examination – 2023-24

Third & Fourth Semester Examination – 2024-25

Fifth & Sixth Semester Examination – 2025-26



**GOVERNMENT AUTONOMOUS COLLEGE,  
PHULBANI, KANDHAMAL - 762001**

## **DEPARTMENT OF COMMERCE**

### **Vision:**

Our vision is to produce a strong foundation for the student in different area of commerce. And to develop the theoretical knowledge and practical skill required for applying concept and techniques to work efficiently in different business environment in future. In this course focusing on quality research and better communication.

### **Mission:**

Providing conducive environment for quality education, introducing innovative teaching and learning models for growth and developing social consciousness among students for learning through doing. Grooming youth to become a truly global personality well equipped to deal with the modern world and its challenges.

Govt. Autonomous College, Phulbani

## **PROGRAMME EDUCATIONAL OBJECTIVES**

In order to establish to fulfill the vision and mission and motto the college is committed to:

✚ Academic excellence of our primary objectives is to enable every student to cope up with the latest developments in contemporary, national and global level through effective transaction of the co-curricular aspects.

✚ The professional excellence is the college motivates mold and prepare the student for position of leadership in business organization and various job taken in future at the local, national and international levels. The capacity building of our graduates to assumes productive roles are emphasized during their stay in the college and inculcate the habits of lifelong learning.

✚ To expand and diversity to cover the frontier areas by introducing newly certain innovative seminar, academic program.

✚ To adopt appropriate methods of assessment and evaluation of performance of learners.

✚ To improve soft skill to bring about balanced personality development of the learners.

✚ To foster research in different topics.

Govt. Autonomous College, Phulbani

### SYLLABI FOR CBCS COURSE

Sem	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Ability Enhancement Elective Course (AEEC) (2) (Skill Based)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I	CORE-I	AECC-I AECC-III(EV-I)			GE-IA
	CORE-II				
II	CORE-III	AECC-II AECC-III(EV-II)			GE-1B
	CORE -IV				
III	CORE-V	AECC-III(EV-III)	SEC-I		GE-2A
	CORE-VI				
	CORE-VII				
IV	CORE-VIII	AECC-III(EV-IV)	SEC-II		GE-2B
	CORE-IX				
	CORE-X				
V	CORE-XI	AECC-III(EV-V)		DSE-I	
	CORE-XII			DSE-II	
VI	CORE-XIII	AECC-III(EV-VI)		DSE-III	
	CORE-XIV			DSE-IV / Project	



## ACCOUNTING HONOURS

### HONOURS PAPER:

**Core Paper:** 14 Paper

**Discipline Specific Elective:** 4 paper

**Generic Elective:** 4Paper

**Ability Enhancement Compulsory Course:** 2 Paper

**Skill Enhancement Compulsory Course:** 2 Paper

### SEMESTER-I

#### C-1. 1: FINANCIAL ACCOUNTING

**Full Marks – 100**  
**Mid Sem – 20/1hr**  
**End Sem – 80/3 hrs**

#### **Objectives:**

The objective of this paper is to help students to acquire conceptual knowledge of financial accounting and to impart skills for recording various kinds of business transactions.

#### **Learning Outcomes:**

The course structure of this paper would equip the students to get in-depth knowledge of financial accounting along with its practical application thereby giving an opportunity to gain easy access to this competitive business world.

#### **UNIT – I:**

##### **(A) Basics of Accounting**

1. Accounting as the language of business and an information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting information, Functions, advantages and limitations of accounting. Branches of accounting. Bases of accounting: cash basis and accrual basis.
2. The nature of financial accounting principles – Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures and Accounting Equation.

##### **(B) Accounting Process**

From recording of business transactions to the preparation of trial balance including adjustments: journal, sub-division of journal, ledger accounts, trial balance.

#### **UNIT – II: Reporting Standards & Business Income**

- (A)** 1. Concepts of AS, Ind AS (Indian Accounting Standards), IFRS (International Financial Reporting Standards) & XBRL (extensible Business Reporting Language)  
2. Measurement of business income-Net income: the accounting period, the continuity doctrine and matching concept. Objectives of measurement and revenue recognition.

**(B)** Depreciation Accounting: The accounting concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straight line method and diminishing balance method; Disposal of depreciable assets-change of method. Salient features of Accounting Standard 6 (AS- 6) issued by ICAI

#### **UNIT – III: Final Accounts**

- (A)** Capital and revenue expenditures and receipts, Preparation of financial statements of Sole Trade and Partnership Business with adjustments  
**(B) Accounting for Partnership Firm:** Accounting of Admission of partner, Retirement and Death of partner and Dissolution of the Partnership Firm Including Insolvency of partners

#### **UNIT – IV:**

- (A)** 1. Hire Purchase and Installment Systems  
2. Concepts of operating and financial lease (theory only)  
**(B)** 1. Departmental Accounting and Branch Accounting (Theory and Problem)  
2. Foreign Branch (Theory)

2. Nature and Characteristics of Partnership
3. Types of Partners
4. Registration of a Partnership Firms and consequences of non-registration
5. Rights and Duties of Partners
6. Dissolution of firms – meaning and grounds
- (B) **The Limited Liability Partnership Act, 2008**
  1. Definition
  2. Salient Features of LLP
  3. Advantages and disadvantages of LLP
  4. Differences between: LLP and Partnership, LLP and Company
  5. Incorporation of LLP

**UNIT – IV: The Negotiable Instruments Act 1881**

- (A)
  1. Definition, Features, Types, Parties of Negotiable Instruments: Promissory Note, bill of exchange, Cheque (Definition and Types)
  2. Endorsement: Meaning and Types of Endorsement
- (B)
  1. Holder and Holder in Due Course, Privileges of Holder in Due Course.
  2. Dishonour of Negotiable Instruments: Modes, Consequences, Notice of Dishonour; Noting and Protesting
  3. Discharge of Negotiable Instruments: Meaning and Modes

**Course Outcomes:**

- CO1: Gain the basic knowledge about the Indian Contract Act 1872.  
CO2: Understand the law relating to Sales of Goods Act 1930.  
CO3: Acquire the knowledge of drafting of Partnership Law Act 1932 and Negotiable Instrument Act 1881.

**Text Books Recommended:**

1. Business Law, Garg K.C., Saareen, Sharma, Kalyani Publishers
2. Kumar, R. Legal Aspects of Business, Cengage Learning

**Suggested Readings:**

1. Arora Sushma – Business Law – Taxmann Publication
2. A Book of Business Laws-Jena B and Mohapatra-Himalaya Publishing House
3. Business Law, Ashok Sharma, V.K. Global Publication.
4. Business Laws: Das & Roy, Oxford University Press
5. Business Law- S K Matta, Geetika Matta, Vrinda Publications (P) Ltd Business Law - Tejpal Singh, Pearson Publication
6. Kuchhal, M.C. and Vivek Kuchhal, Business Law, Vikas Publishing House, New Delhi.
7. Tulsian, P.C, Business Law, S.Chand.
8. Maheshwari & Maheshwari, Business Law, National Publishing House, New Delhi.

## GE-1.3 : MICRO ECONOMICS

**Full Marks – 100**  
**Mid Sem – 20/1hr**  
**End Sem – 80/3 hrs**

**Objective:**

Objective of the course is to acquaint the students with the concepts of microeconomics dealing with consumer behaviour. The course also makes the student understand the supply side of the market through the production and cost behaviour of firms.

**Learning Outcomes:**

The students would be able to apply tools of consumer behavior and firm theory to business situations.

**UNIT – I: Demand and Consumer behavior**

- A. Concept of demand: demand function, law of demand, shifting of the demand curve, elasticity of demand, Consumer behavior, Marshalling utility approach and Indifference Curve approach; utility maximization
- B. Conditions. Income-Consumption Curve (ICC) and Price-Consumption Curve (PCC)

**UNIT – II: Production and Cost**

- A. Production function: Short-run and Long-run; Total Product, Average Product and Marginal Product, Law of returns to a variable factor, Law of Returns to Scale; Concepts of Iso-quant and iso-cost line;
- B. Cost: Accounting and Economic Costs; Social and Private Costs; Short-run and Long-run Costs; Relation between Average and Marginal

**UNIT – III: Perfect Competition**

Concept of Perfectly Competitive market: Assumptions, Profit maximization conditions; Related concepts of Total Revenue, Average Revenue and Marginal Revenue, Short-run and Long-run equilibrium of a firm; determination of short-run supply curve of a firm, measuring producer surplus under perfect competition

## SEMESTER-II

### C-2.1 : COST ACCOUNTING

Full Marks – 100  
Mid Sem – 20/1hr  
End Sem – 80/3 hrs

**Objective:**

To acquaint the students with basic concepts used in cost accounting, various methods involved in cost ascertainment.

**Learning Outcomes :**

After the completion of this paper, the students will be able to have confidence in managing cost issues and also to keep a check on cost control and taking managerial decisions.

**UNIT – I: Introduction to Cost Accounting:**

- (A) Meaning, concept, scope, objectives, principles, importance and limitations of cost accounting; Implementation of costing system; Methods & Techniques of costing
- (B) Cost concepts and Cost Sheet, Job costing and Batch Costing.

**UNIT – II: Accounting for Material:**

- (A) Concept and technique of accounting for material; Methods of pricing of materials issues – FIFO, LIFO and Average; Treatment of material losses
- (B) Techniques of material control – level setting, Economic Ordering Quantity, ABC Analysis, VED Analysis, Perpetual inventory system, & Just-In-Time.

**UNIT – III:**

**(A) Accounting for Labour:**

Accounting for labour cost, control procedure, labour turnover, idle time, overtime, Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage plan.

**(B) Accounting for Overheads:**

Classification, Allocation & Apportionment of production overheads; Re-apportionment of Service department overheads; Absorption of overheads, methods of absorption – actual and predetermined rates, blanket and multiple rates, choice of an overhead absorption rate; Administration, selling and distribution overheads; Under absorption and over absorption of overheads.

**UNIT – IV: Methods of Costing:**

- (A) Contract costing: Features and procedure of contract costing, uncompleted contract profit determination, Escalation clause, cost plus contracts.
- (B) Process costing: Meaning and characteristics of Process costing, Procedure for process costing, treatment of process losses and wastages

**Course Outcomes:**

**CO1:** Explaining the basic knowledge about costing and cost accounting system.

**CO2:** Student would evaluate the importance of uniform costing and know the difference between uniform and inter firm comparison.

**CO3:** Student should evaluating use of various methods of Costing.

**CO4:** Student should analysis the accounting for labor, overhead, raw materials.

**Text Books Recommended:**

1. Cost Accounting-Arora MN A- Himalaya Publishing House
2. Nigam, B.M. Lall and I.C. Jain. Cost Accounting: Principles and Practice. Prentice Hall of India, New Delhi.

**Suggested Reading:**

- ❖ Jain, S.P. and K.L. Narang. Cost Accounting: Principles and Methods. Kalyani Publishers, Jalandhar.
- ❖ Cost accounting, S.P. Gupta/ A Sharma- V.K. Global Publishing Pvt. Ltd.
- ❖ Cost & Management Accounting I: Mitra, Oxford University Press.
- ❖ Cost & Management Accounting, Taxmann Publications
- ❖ Colin Drury, Management and Cost Accounting, Cengage Learning
- ❖ Lal, Jawahar. Cost Accounting. Tata McGraw Hill Publishing Co., New Delhi.
- ❖ Arora, M.N. Cost Accounting – Principles and Practice. Vikas Publishing House, New Delhi.
- ❖ Lal, Jawahar. Advanced Management Accounting Text and Cases. S. Chand & Co., New Delhi.
- ❖ Cost Accounts - Datar and Rajan, Pearson Publication



## GE-2.3 : MACRO & INDIAN ECONOMY

Full Marks – 100  
Mid Sem – 20/1hr  
End Sem – 80/3 hrs

### Objectives:

The course aims at providing the student with knowledge of basic concepts of the macro economics. The modern tools of macro-economic analysis are discussed and the policy framework is elaborated, including the open economy.

### Learning Outcomes:

Students would be able to apply the modern tools of macro-economic analysis so as to minimize the adverse impact of macro-economic factors on business.

### UNIT – I: Introduction to Macro Economics

- A. Introduction: Meaning and definition of Microeconomics and macroeconomics, Difference between Microeconomics and macroeconomics, macro-economic goals, components of Macroeconomics
- B. Economic Systems: Mixed economy, Socialism economy, Capitalism economy and Islamic economy (only meaning and characteristics)

### UNIT – II: National Income Accounting

Definition of National Income, Concepts of National Income, GDP and GNP, Methods of Measuring National Income, Uses of National Income, Difficulties in calculating National Income, Real Income, Per Capita Income and Growth Rate

### UNIT – III: National Income Equilibrium

Concepts of Equilibrium, Consumptions & Savings, Investment Theory, Government Sector, Foreign Sector, Determination of Equilibrium, Multiplier Concept, Inflationary Gap and Deflationary Gap, Summary of Two-Three- and Four-sector Economies

### UNIT – IV: Role of Government

- A. Economic functions of Government, Types of Budget, Government Revenue, Government Expenditure, Public Debt, and Government Policy
- B. Macroeconomic Problems  
Introduction, Business cycle, Unemployment, Inflation, Deflation, Depression, RBI and monetary policy

### Course outcome:

CO1: It showing the all macro and Indian economy of India for student knowledge gaining.

CO2: all student evaluating the national economy section and economic concept uses.

CO3: knowledge about the how to create budget in a financial year basic concerned by student and it practically taken.

### Text Books Recommended:

- Macro & Indian Economy, M. Treheran, T Treheran, V.K. Global publishing Pvt. Ltd., New Delhi
- Ahuja H.L – Macro Economics – S. Chand

### Suggested Readings:

- ❖ Mankiw, N. Gregory. Principles Macroeconomics. Cengage Learning
- ❖ Macro and Indian economy, P.K. Dhar, Kalyani Publishers
- ❖ Macro and Indian Economy-V K Puri- Himalaya Publishing House
- ❖ Dornbusch, Rudiger, Stanley. Fischer and Richard Startz, Macroeconomics. Irwin/McGraw-Hill.
- ❖ Vaish – Macro Economics – Vikash Publication
- ❖ Macroeconomics & Indian Economy: Bhattacharyya, Oxford University Press

## AECC-2.5 (EV-II) : ETHICS & VALUES

### UNIT-II : Values and Good Citizenship

End Sem – 25 Marks Full  
Marks – 25 Marks

**Text Books Recommended:**

1. Jain, S.P. and K.L. Narang. Corporate Accounting. Kalyani Publishers, New Delhi.
2. Maheshwari, S.N. and S. K. Maheshwari. Corporate Accounting. Vikas Publishing House, New Delhi.

**Suggested Readings:**

- ❖ Sehgal, Ashok and Deepak Sehgal. Corporate Accounting. Taxman Publication, New Delhi.
- ❖ Corporate Accounting, R.K. Mittal, S. Ahuja- V.K. Global Pub. Pvt. Ltd, New Delhi.
- ❖ Corporate Accounting – Anil Kumar, Mariappa- Himalaya Publishing House
- ❖ Tulsian, P.C, Corporate Accounting, S. Chand
- ❖ Monga, J.R. Fundamentals of Corporate Accounting. Mayur Paper Backs, New Delhi.
- ❖ Gupta, Nirmal. Corporate Accounting. Sahitya Bhawan, Agra.
- ❖ Bhushan Kumar Goyal, Fundamentals of Corporate Accounting, International Book House

## C-3.2 : INCOME TAX LAW AND PRACTICE

Full Marks – 100  
Mid Sem – 20/1hr  
End Sem – 80/3 hrs

**Objective:**

To provide basic knowledge and equip students with the application of principles and provisions of Income Tax Act 1961.

**Learning Outcomes:**

This paper would provide the understanding of various provisions of Income Tax Act as well as equip the students to make practical applications of the provisions for taxation purpose.

**UNIT – I:**

- (A) **Basic Concepts and Definitions under IT Act:** Assessee, Previous year, Assessment year, Person, Income, Sources of income, Heads of income, Gross total income, Total income, Maximum marginal rate of tax, Tax Evasion, Tax avoidance and Tax planning
- (B) Residential Status and Incidence of Tax, Residential status of all persons except company  
Incomes which do not form part of Total Income Except section 10AA.  
Agricultural Income Definition, determination of agricultural and non-agricultural Income, assessment of tax liability when there is both agricultural and non-agricultural income

**UNIT – II:**

**Heads of Income and Provisions governing Heads of Income**

- (A) Income from Salary  
(B) Income from House property

**UNIT – III: Heads of Income and Provisions governing Heads of Income**

- (A) Profits and Gains of Business and Profession Special emphasis on sec. 32, 32AC, 32AD, 35, 35D, 36(i)(ib), (ii), (iii), (iv), (vii), 37, 37(2B), 40A(2), 40A(3), 43B (Excluding presumptive taxation)
- (B) 1. Capital Gains  
Meaning and types of capital assets, basic concept of transfer, cost of acquisition, cost of improvement and indexation, computation of STCG and LTCG, exemptions u/s 54, 54B, 54EC and 54F, capital gain on transfer of bonus shares, right entitlement and right shares, taxability of STCG and LTCG.
2. Income from Other Sources  
Basis of charge excluding deemed dividend

**UNIT – IV:**

- (A) 1. **Income of other Persons** included in Assessee's Total Income Remuneration of spouse, income from assets transferred to spouse and Son's wife, income of minor.
2. Set off and Carry Forward of Losses  
Mode of set off and carry forward, inter source and inter head set off, carry forward and set off of losses u/s 71B, 72, 73, 74, 74A.
3. Deductions from Gross Total Income  
Basic concepts, deductions u/s 80C, 80CCC, 80CCD, 80CCE, 80D, 80DD, 80DDB, 80E, 80G, 80GG, 80GGC, 80TTA, 80U
4. Rebate u/s 87A
- (B) **Computation of Total Income and Tax Payable**
1. Rate of tax applicable to individual assessee
2. Computation of tax liability of an individual
3. Provision for Filing of Return Date of filing of return, relevant forms of return, different types of returns, return by whom to be signed, PAN, TAN

(B) **Coordination:** concepts, importance, principles and implementation techniques. Control: concepts, importance and tools of control.

**Course outcome:**

**CO1:** Acquire the basic knowledge on nature, scope and functions of management, types of plans and organization structure, units of command and direction, communication, span of control, delegation and decentralization.

**CO2:** Understanding the importance of planning methods, Principles of organization, techniques of control and communication in management.

**CO3:** Analyze the need for motivation theories, leadership style, and coordination.

**Text Books Recommended**

1. Pany Tushar K, Management Principles and Application, Kalyani
2. Prasad, L.M. Principles and Practice of Management, Sulatan Chand

**Suggested Readings:**

- ❖ Sharma gupta, Management: Principles and application, Kalyani Publishers
- ❖ R. K. Singhal, Management Principle and application, V.K. Global Pub. Pvt. Ltd, New Delhi.
- ❖ Management Principles and Applications-Jhunjunwala J Mohanty- Himalaya Publishing House
- ❖ Principles of Management: Mitra, Oxford University Press.
- ❖ Griffin, R.W. – Management : Principles & Practices, Cengage Learning
- ❖ Gupta R.N - Principles & Practice of Management – S. Chand
- ❖ A K Jha, Management Principles and Application - Vrinda Publications (P) Ltd.
- ❖ Chandan J.S – Management Concepts of Strategy – Vikash Publication
- ❖ B.P. Singh and A.K. Singh, Essentials of Management, Excel Books
- ❖ TN Chhabra, Management Concepts and Practice, Dhanpat Rai & Co. (Pvt. Ltd.), New Delhi
- ❖ Peter F Drucker, Practice of Management, Mercury Books, London

## GE-3.4 : BUSINESS STATISTICS

**Full Marks – 100**  
**Mid Sem – 20/1hr**  
**End Sem – 80/3 hrs**

**Objective:**

The objective of this course is to familiarize students with the basic statistical tools used for managerial decision-making.

**Learning Outcomes:**

Students would be armed with the knowledge of using different statistical tools very much required in the decision making process in any business as well as business research.

**UNIT – I: Statistical Data and Descriptive Statistics**

- (A) Nature and Classification of data: Univariate, Bivariate and multivariate data; time-series and cross-sectional data, Measures of Central Tendency
- (B) Positional Averages  
Mode and Median and other partition values including quartiles, deciles, and percentiles

**UNIT – II: Measures of Variation**

- (A) Absolute and relative, Range, quartile deviation, mean deviation, standard deviation, and their coefficients, Properties of standard deviation/variance
- (B) Skewness: Meaning, Measurement using Karl Pearson and Bowley's measures; Concept of Kurtosis

**UNIT – III: Simple Correlation and Regression Analysis**

- (A) Correlation Analysis: Meaning of Correlation: simple, multiple and partial; linear and nonlinear, Correlation and Causation, Scatter diagram, Pearson's co-efficient of correlation; calculation and properties (proofs not required). Correlation and Probable error; Rank Correlation
- (B) Regression Analysis: Principle of least squares and regression lines, Regression equations and estimation; Properties of regression coefficients; Relationship between Correlation and Regression coefficients; Standard Error of Estimate

**UNIT – IV:**

**(A) Index Numbers**

Meaning and uses of index numbers: Construction of index numbers: fixed and chain base: univariate and composite. Aggregative and average of relatives – simple and weighted

Tests of adequacy of index numbers, Base shifting, splicing and deflating. Problems in the construction of index numbers

**Learning Outcomes:**

The students are aims to achieve the better knowledge about indirect taxation for future goal. In this section are clearly mentioned how to payment indirect tax and which to payment it that are provide to students

**UNIT – I: INTRODUCTION TO GOODS AND SERVICES TAX (GST)**

- (A) Introduction to GST : Introduction, Constitutional provisions regarding Taxation In India, Pre-GST Indirect Taxation Structure in India, What is GST, Need for GST in India, Overview and Genesis of GST in India, GST objectives, Scope of GST, Salient features of GST, GST and Centre-State Financial Relations, The Constitution (122nd Amendment) Bill, Constitutional Amendments required for introduction of GST Indirect Taxes subsumed Post-GST : Principles for subsuming taxes under Goods & Services Tax (GST) in India, Indirect Taxes and Levies subsumed in GST, Events that have led to the introduction of GST
- (B) DUAL GST : Benefits of Dual GST, Structure of Dual Model of GST, Key Features of Dual Model of GST, Benefits of implementing GST, CENTRAL GST – STATE / UNION TERRITORY GST – INTEGRATED GST and GST Cess, Pre-GST Regime Vs. GST Regime, Indirect Taxes

**UNIT – II: GST ACTS (Structure & Terminology)**

- (A) Salient features of CGST Act, SGST Act (Odisha State), IGST Act, Meaning and Definition of various terms used under GST (Coverage- Provisions and Illustration)  
Procedure relating to levy of, collection and exemption from, TAX  
Procedure relating to levy of, collection and exemption from, TAX: (CGST & SGST)
- (B) Meaning and Scope of ‘Supply’ under GST Law, Taxable Person, Time of supply, Place of supply and Value of supply. Computation of Taxable Value and Tax Liability, Composition scheme; Input Tax Credit; Procedure relating to Levy, Collection and exemption of IGST; Payment of Tax, TCS, TDS; Practical Problems (Coverage- Provisions and Illustration)

**UNIT – III: REGISTRATION, RETURNS AND ASSESSEMENT**

- (A) REGISTRATION - Persons liable for registration, Persons not liable for registration, Types: Compulsory registration, Voluntary registration, Deemed registration - Procedure for registration, Special provisions for Casual taxable persons and Non-resident taxable persons; Classification of Goods & Services – HSN, SAC; TAX Invoice and Other such instruments in GST - Debit Note, Credit Note, Vouchers, Invoice; Accounts and Records
- (B) RETURN- Process of Return Filing, Furnishing details of outward supplies and inward supplies, First return, Claim of input tax credit, Matching reversal and reclaim of input tax credit, Annual return and Final return; Refund; Offences and Penalties; Assessment; Audit; Appeals and Revision

**UNIT – IV: GST Council and REGULATORY FRAMEWORK**

- (A) GST Council: Structure, Powers and Functions. Provisions for amendments; Role of CBEC; Division of Administrative Powers
- (B) GST and Technology - GST Network, GST Eco System, GSP, ASP; National Anti-profiteering Authority in GST; Compliance Rating.

**Course outcome:**

CO1: Student identifying the objective of GST calculation.

CO2: List of GST and identifying what should be taxable.

CO3: GST learning by a student in CGST, SGST,IGST.

**Text Books Recommended:**

1. Swain AK & Agrawal – GST: Concepts and Applications, Himalayan Publishing House.
2. GST Manual: Taxman’s Publication Ltd., New Delhi.

**Suggested Books:**

1. GST and Indirect Taxes, Sanjeet Sharma, V.K. Global Pub. Pvt. Ltd, New Delhi.
2. Mishra, Padhi and Bera – Text Books on GST & Practice, Vikash Publishing House Pvt. Ltd. New Del

**C-4.2 : FUNDAMENTALS OF DATA MANAGEMENT**

**Full Marks – 100**

**Mid Sem – 15/1hr**

**End Sem Theory – 60/3 hrs**

**End Sem Practical – 25/3 hrs**

Objective:

LearningOutcom:

**UNIT – I:**

**(A) Word Processing**

Working with word document- Editing text, Find and Replace text, Formatting, Spell check, Autocorrect, Auto text; Bullets and numbering, Tabs, Paragraph Formatting, Indent, Page Formatting, Header and footer, Macros, Drop cap; Tables: Inserting, Filling and formatting a Table, Inserting Pictures and Video; Mail Merge- including linking with Database, Printing documents. Creating Business Documents using the above facilities

ratios, Efficiency Ratios, Liquidity Ratios, Solvency Ratios; Advantages and limitations of Ratio Analysis.

(B) Cash flow Statements: Meaning and utility of Cash flow statements; Preparation of Cash flow statements – Indirect method; Limitations of Cash flow statements; Cash flow statements vs. Funds flow statements. (Reference to Revised AS-3 and Ind AS-7)

**UNIT – III: Absorption & Marginal Costing:**

(A) P/V Ratio, Break-even analysis, Margin of safety, angle of incidence

(B) Marginal and differential costing as a tool for decision making – make or buy, change of product mix, exploring new markets, shut down decisions.

**UNIT – IV: Budgeting & Standard Costing:**

(A) Concept of budget and budgetary control; objectives, merits and limitations of budgetary system; Master budget, Functional budget, Fixed and Flexible budgets; Zero based budgeting.

(B) Standard Costing & Variance Analysis: Meaning of standard cost and standard costing, Advantages and disadvantages of standard costing and variance analysis: Material, Labour & Overhead.

**Course outcomes:**

**CO1:** Acquire the knowledge in management accounting in the aspects of scope, objectives, characteristics, functions, significance, limitations, ratio analysis, classification, need, importance of adequate working capital, disadvantages of excess or inadequate working capital, fund flow and cash flow statements, working capital, marginal costing, break even analysis, budget, budgeting and budgetary control.

**CO2:** Familiarize and understand the difference between financial and cost accounting versus management accounting, significance and limitations of financial statements, components of balance sheet and profit and loss account, fund flow versus cash flow statement, significance and limitations in the preparation of fund flow and cash flow statement.

**CO3:** Develop the application skills to estimation of working capital, computation of contribution, P/V ratio, break even sales and margin of safety in the process of decision-making.

**CO4:** Analyzing the financial statement using short-term, long-term, profitability ratios, factors determining working capital requirements, fund flow and cash flow statements and break even analysis.

**CO5:** Preparation of cash flow and fund flow statement to evaluate cash and fund flow of the company, managerial applications of marginal costing.

**Text Books Recommended:**

1. Management Accounting, S swain/ S.P. Gupta/ A Sharma, V.K. Global Pub. Pvt. Ltd.,
2. Horngreen, Charles T., Gary L. Sundem. Introduction to Management Accounting. Prentice Hall.

**Suggested Reading:**

1. Jain & Narang, Management Accounting, Kalyani Publications
2. Management Accounting-M Wilson- Cost Accounting-Jena B,Bal S and Das A Himalaya Publishing House
3. Narasimhan M.S., Management Accounting, Cengage Learning
4. Cost & Management Accounting, Taxmann Publications
5. Arora, M.N. Cost Accounting – Principles and Practice. Vikas Publishing House, New Delhi.
6. Maheshwari, S.N. and S.N. Mittal. Cost Accounting: Theory and Problems. Shri Mahabir Book Depot, New Delhi.
7. Lal, Jawahar. Advanced Management Accounting Text and Cases. S. Chand & Co., New Delhi.
8. Khan, M.Y. and P.K. Jain. Management Accounting. Tata McGraw Hill, Publishing

## GE-4.4 : PRINCIPLES OF MARKETING

**Full Marks – 100**  
**Mid Sem – 20/1hr**  
**End Sem – 80/3 hrs**

**Objective:**

The objective of this course is to provide basic knowledge of concepts, principles, tools and techniques of marketing.

**Learning outcome:**

After the completion of this paper, the students will able to identify marketing components and fit them in the value chain along with the various marketing strategies.

**UNIT – I: Introduction:**

(A) Nature, scope and importance of marketing; Selling vs Marketing; Marketing mix, Marketing environment: concept, importance, and components (Economic, Demographic, Technological, Natural, Socio-Cultural and Legal).

**(B) Consumer Behaviour and Market segmentation:**

Consumer Behaviour: Nature and Importance, Factors influencing consumer buying behaviour. Market segmentation: concept, importance and bases; Product differentiation vs. market segmentation.

**UNIT – II: Product:**

(A) Concept and importance, Product classifications; Concept of product mix



**UNIT – III :**

Venn Diagrams, Mirror Images, Problems on Cubes and Dices

**Books Prescribed :**

1. Quantitative And Logical Thinking – Odisha State Higher Education Council, Bhubaneswar

**AECC-4.6 (EV-IV) : ETHICS & VALUES**

**UNIT-IV : Ethical Values for Student Life**

**Full Marks – 25**

**End Sem – 25/1 hr**

**Meaning and Objective of Education :**

Knowledge is power and quest for knowledge is the real meaning of education, not quest for Degree and qualifications; Real education builds character : Difference between Academic Qualification and Ability, Academic failure could be failure within the classroom, but not outside (i.e. Failed in exam, passed in life!)

**Challenges for Ethical Practices in Institutions of Higher Education:**

Ragging, Suicide and Need for Educational Counseling, Violence vs. Peaceful Protest, Conflict resolution, Plagiarism and violation of Intellectual property Rights, Cheating in Examination and other Fraudulent Practices

**Inter personal Relation and Community Life in HEI :**

Green Preacher and conservation of Energy, Community Life in Campus including Hostels, Local Common area, Inter personal relations (Students-Teacher, Students-Student and Man-Woman, Positive Friendship)

**Ethical Leadership in Academic Institution:**

Concept and Traits of Leadership to Provide solution, everyone has Leadership Role (not limited to position), Concept of Ethical leadership, Scope of Leadership in college and Universities for Students, Teachers and Administrators, Importance of Co-curricular and extra-curricular activities

**SEMESTER-V**

**C-5.1 : COMPUTERIZED ACCOUNTING & E-FILING OF TAX RETURNS**

**Full Marks – 100**

**Mid Sem – 15/1hr**

**End Sem Theory – 60/3 hrs**

**End Sem Practical – 25/3 hrs**

**Objective:**

To help and provide better knowledge about computerized accounting reading and practically solving the problem in business sector.

**Learning outcome:**

In this programme students are now about the tally package, accounting and finance sector.

**THEORY**

**UNIT – I: Computerized Accounting Package: Using Generic Software**

- (A) 1. Company creation, ledger creation, order processing, accounting voucher, inventory voucher, memorandum voucher, invoicing, multiple godown handling, Transfer of materials across godowns, Bank Reconciliation  
2. Cost Centre, Cost Category, Bill of Material (BoM), Budget and Controls

- (B) 1. Payroll Accounting  
2. TDS, GST  
3. Back up & Restore, Export and Import data

**UNIT – II: Designing Computerized Accounting System**

- (A) Introduction to DBMS Package –  
1. Table, Query, Form and Report  
2. Designing Payroll System for Accounting using Form, Query, and Report

- (B) Designing Computerized Accounting System using DBMS Package  
Creating a voucher entry Form, Preparing ledgers, trial balance, profit & loss a/c, and Balance Sheet with Form wizard and Report

**UNIT – III: E-filing of Tax return**

- (A) 1. Preparation and submission online form 10E [Relief u/s 89(1)] (a) Preparation and submission of the Income Tax Return (ITR) offline/online for individual Taxpayer [e-filing without using DSC and with using DSC, EVC]  
2. View form 26AS, Upload return, View e-file returns, e-verification

**Text Books Recommended:**

1. Rostogi, Fundamentals of Financial Management, Taxmann Publications
2. Fundamental of Financial Management, Sharma, Gupta, Kalyani Publishers, New Delhi.

**Suggested Readings:**

- ❖ Fundamentals of Financial Management, Vandana Dangi, V.K. Global Pvt. Ltd., New Delhi
- ❖ Parasuraman – Financial Management : A Step by Step Approach, Cengage Learning
- ❖ Pandey, I.M. Financial Management. Vikas Publications.
- ❖ Financial Management, Himalaya Publishing House
- ❖ Bhalla V.K – Financial Management – S. Chand
- ❖ Horne, J.C. Van and Wackowich. Fundamentals of Financial Management. 9<sup>th</sup> ed. New Delhi Prentice Hall of India.

## DSE-5.3 : FINANCIAL MARKETS, INSTITUTIONS & SERVICES

Full Marks – 100  
Mid Sem – 20/1hr  
End Sem – 80/3 hrs

**Objectives:**

To enable the students to understand the financial institutions operating in India and services provided by them.

**Learning Outcome:**

After completion of this paper, the students will be able to understand the role and benefits of financial institution and services.

**UNIT – I: Basic Theoretical Framework:**

- (A) The financial system and its technology; The factors affecting the stability of the financial system; Development finance vs. universal banking
- (B) Financial intermediaries and Financial Innovation; RBI-Central Banking.

**UNIT – II: Financial Institutions & Non-Banking Financial Institutions :**

- (A) A brief historical perspective. An update on the performance of IDBI, ICICI, IFCI and SFCs, LIC & GIC, Banking Institutions: Commercial banks - the public and the private sectors - structure and comparative performance, problems of competition; interest rates, spreads, and NPAs. Bank capital - adequacy norms and capital market support.
- (B) **Non-banking financial institutions:**  
Evolution, control by RBI and SEBI. A perspective on future role, Unit Trust of India and Mutual Funds, Reserve bank of India Framework for/Regulation of Bank Credit  
Commercial paper: Features and advantages, Framework of Indian CP Market, effective cost/interest yield.

**UNIT – III: Financial services:**

- (A) Asset/fund based Financial services - lease finance, consumer credit and hire purchase finance, factoring definition, functions, advantages, evaluation and forfeiting
- (B) bills discounting, housing finance, venture capital financing. Fee-based / Advisory services: Stock broking, credit rating.

**UNIT – IV: Operations:**

- (A) Financial Assets/ Instruments Rights issues, issue of Debentures, issue of Equity shares - pre-issue activity, post-issue activities.
- (B) The regulatory framework: SEBI and Regulation of Primary and Secondary Markets, Company Law provisions.

**Course Outcome:**

CO1: Its provide for student various knowledge in financial market, institution, service and instruments.

CO2: To know about the NBFC and capital adequacy form.

CO3: Students should get the Knowledge in Both Private and Public Bank.

**Text Books Recommended:**

1. Financial Markets, Institutions & Services-Gordon, Natrajan-Himalaya Publishing House
2. Pathak: Indian Financial Systems Pearson Education

**Suggested Readings:**

- ❖ Financial Market and Int., A. Goyal and M. Goyal, V.K. Global Pvt. Ltd., New Delhi
- ❖ Financial Markets, Institutions and Services, Kaur, Talwar, Kalyani Publishers, New Delhi.
- ❖ BHATTACHARYYA INDIAN FINANCIAL SYSTEM 2e, Oxford University Press.
- ❖ M.Y.Khan, Financial Services, Tata McGraw-Hill, New Delhi, 2004.

**Issues Relating to Elderly Persons:**

Abuse of Elders, Financial Insecurity, Loneliness and Social Insecurity, Health Care Issues, Needs for a Happy and Dignified Ageing

**Issues Relating to Persons with disability:**

Rights of PWD, affirmative action, Prevention of discrimination, providing equal opportunity, various scheme for empowering PWD and social justice for PWD

**Issues Relating to Third Gender:**

Understanding the Third Gender, Social justice for them, Removal of discrimination, Affirmative action and Acceptance of diversity of gender

## SEMESTER-VI

### C-6.1 : AUDITING AND CORPORATE GOVERNANCE

Full Marks – 100

Mid Sem – 20/1hr

End Sem – 80/3 hrs

**Objective:**

To provide knowledge of auditing principles, procedures and techniques in accordance with current legal requirements and professional standards and to give an overview of the principles of Corporate Governance and Corporate Social Responsibility

**Learning Outcome:**

At the end of the paper student will have detail knowledge about principles and techniques of audit in accordance with current legal requirement and as per the guidelines of different statutory authorities.

**UNIT – I**

- (A) **Auditing:** Introduction, Meaning, Objects, Basic Principles and Techniques; Classification of Audit, Audit Planning
- (B) Internal Control – Internal Check and Internal Audit; Audit Procedure – Vouching and verification of Assets & Liabilities

**UNIT – II**

- (A) **Audit of Limited Companies:** Company Auditor- Qualifications and disqualifications, Appointment, Rotation, Removal, Remuneration, Rights and Duties Auditor's Report-Contents and Types. Liabilities of Statutory Auditors under the Companies Act 2013
- (B) **Special Areas of Audit:** Special features of Cost audit, Tax audit, and Management audit; Recent Trends in Auditing: Basic considerations of audit in EDP Environment; Standard on Auditing (SA); Relevant Case Studies/Problems;

**UNIT – III**

- (A) **Corporate Governance:** Conceptual framework of Corporate Governance, Corporate Governance Reforms. Major Corporate Scandals in India and Abroad
- (B) Common Governance Problems Noticed in various Corporate Failures. Codes & Standards on Corporate Governance

**UNIT – IV : Corporate Social Responsibility (CSR) :**

- (A) Strategic Planning and Corporate Social Responsibility; Corporate Philanthropy, Meaning of CSR, CSR and CR, CSR and Corporate Sustainability, CSR and Business Ethics, CSR and Corporate Governance
- (B) Environmental Aspect of CSR, CSR provision under the Companies Act 2013, CSR Committees

**Course outcomes:**

**CO1:** Acquire the basic knowledge of auditing, objectives of auditing, audit program, audit note book, working paper, voucher, vouching, verification, valuation, reserves & provisions, audit report & investigation.

**CO2:** Understand the importance and limitations of the auditing, internal control, internal check, various modes of appointment of an auditor, qualities of an auditors, qualification and disqualification of an auditor, significance of vouching, causes & reasons for depreciation, reserves & provisions, objectives of investigation.

**CO3:** Develop the application skills related to vouching of cash book, trading and impersonal ledger accounts, verification & valuation of assets and liabilities, responsibilities of an auditor while verification and valuation of assets & liabilities, reasons & usage of creating various reserves.

**Text Books Recommended:**

1. Gupta, Kamal and Ashok Arora. Fundamentals of Auditing. Tata Mc-Graw Hill Publishing Co. Ltd., New







**AECC-6.5 (EV-VI) : ETHICS & VALUES**  
**UNIT-VI : Environmental & Techno Ethics**

**End Sem – 25 Marks**  
**Full Marks – 25 Marks**

**Environmental Ethics**

Types of Ecological Values, Environmental Values & Valuing Nature, Equitable use of Resources, Role of Individual in the conservation of resources for future generation, Bio-Ethics-Genetic manipulation in plants and animals for benefits of society and cruelty against animal.

**Promotion of Green Technology:**

**Goal of Green Technology:** Reduce recycling, Renew (removal of chemicals),

**Refuse and Responsibility.**

**Green Technology in relation to :-** Energy and Construction.

**Ethics and Technology:**

Ethics and Technology with reference to Science, gadget, machine etc. and interaction with each other, Agricultural, Industrial, Digital, Globalized Age etc

**Judicious Use of Technology:**

Judicious use of Mobile Phones, Electrical machines, Plastics, Television, Computers and their harmful effects

**Ethics and Use of Digital Technology:** Cyber ethics- Crimes and Ethical hacking,

**Ethics of social media:** WhatsApp, Facebook, Twitter and others.

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**KEEP LEARNING FOR A BETTER COMMERCE ENVIRONMENT**