

**MANONMANIAM SUNDARANAR UNIVERSITY  
TIRUNELVELI**

UG COURSES – AFFILIATED COLLEGES

**B.Com. Professional Accounting**

(Choice Based Credit System)

(with effect from the academic year 2016-2017 onwards)

**(44<sup>TH</sup> SCAA meeting held on 30.05.2016)**

| Sem.                        | Pt.<br>I/II/<br>III/<br>IV/V | Sub.<br>No.                  | Subject<br>status  | Subject Title                            | Hrs./<br>per<br>week | Cre-<br>dits | Marks   |      |      |                    |      |
|-----------------------------|------------------------------|------------------------------|--|--|----------------------|--------------|---------|------|------|--------------------|------|
|                             |                              |                              |  |  |                      |              | Maximum |      |      | Passing<br>minimum |      |
|                             |                              |                              |  |  |                      |              | Int.    | Ext. | Tot. | Ext.               | Tot. |
| V                           | III                          | 25                           | Core - 1   | CORPORATE<br>ACCOUNTING – I              | 7                    | 5            | 25      | 75   | 100  | 30                 | 40   |
|                             | III                          | 26                           | Core - 1   | COST<br>ACCOUNTING                       | 7                    | 5            | 25      | 75   | 100  | 30                 | 40   |
|                             | III                          | 27                           | Core - 3   | BUSINESS LAW                             | 6                    | 6            | 25      | 75   | 100  | 30                 | 40   |
|                             | III                          | 28                           | Major<br>Elective<br>(Any one)   | (A) INCOME<br>TAX , LAW &<br>PRACTICE –I | 6                    | 5            | 25      | 75   | 100  | 30                 | 40   |
|                             |                              |                              |  | (B) HUMAN<br>RESOURCE<br>MANAGEMENT      |                      |              |         |      |      |                    |      |
| (C) STRATEGIC<br>MANAGEMENT |                              |                              |  |  |                      |              |         |      |      |                    |      |
| IV                          | 29                           | Skilled<br>Based<br>(Common) | Personality<br>Development/<br>Effective<br>Communication/<br>Youth Leadership | 4  | 4                    | 25           | 75      | 100  | 30   | 40                 |      |
| SUBTOTAL                    |                              |                              |  |  | 30                   | 25           |         |      |      |                    |      |

|    |                                 |    |                          |                                    |    |    |    |    |     |    |    |
|----|---------------------------------|----|--------------------------|------------------------------------|----|----|----|----|-----|----|----|
| VI | III                             | 30 | Core - 1                 | CORPORATE ACCOUNTING -II           | 6  | 5  | 25 | 75 | 100 | 30 | 40 |
|    | III                             | 31 | Core - 2                 | MANAGEMENT ACCOUNTING              | 6  | 5  | 25 | 75 | 100 | 30 | 40 |
|    | III                             | 32 | Core - 3                 | INDUSTRIAL LAW                     | 6  | 5  | 25 | 75 | 100 | 30 | 40 |
|    | III                             | 33 | Core - 4                 | AUTITING                           | 6  | 5  | 25 | 75 | 100 | 30 | 40 |
|    | III                             | 34 | Major Elective (Any one) | (A) INCOME TAX , LAW& PRACTICE –II | 6  | 5  | 25 | 75 | 100 | 30 | 40 |
|    | (B) ACCOUNTING STANDARDS        |    |                          |                                    |    |    |    |    |     |    |    |
|    | (C) DATABASE MANAGEMENT SYSTEMS |    |                          |                                    |    |    |    |    |     |    |    |
|    | SUBTOTAL                        |    |                          |                                    | 30 | 25 |    |    |     |    |    |

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-V/ppr.no. 25/Core-10**

**CORPORATE ACCOUNTING - I**

**Unit I:** Issue of shares- Issue at par, Premium and discount- Forfeiture and Re-issue of shares – Pro rata allotment- Redemption of preference shares. Issue of debentures.

**Unit II:** Final Accounts of Companies as per Schedule II of Companies Act 2013 – excluding managerial remuneration.

**Unit III:** Amalgamation, Absorption and External Reconstruction - Methods of Purchase consideration. (Simple Problems only)

**Unit IV:** Profit Prior to Incorporation- Alteration of share capital and Internal Reconstruction.

**Unit V:** Valuation of Goodwill and Shares- various methods of valuation of goodwill and shares.

**Text & Reference books:**

1. S.P.Jain & K.L.Narang Advanced Accountancy, Kalyani Publishers, New Delhi.
2. R.L.Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi.
3. M.C.Shukla and T.S.Grewal, Advanced Accountancy, Sultan Chand & Co., New Delhi.
4. Dr.M.A.Arulanandam & K.S.Raman, Advanced Accountancy, Himalaya Publishing House, Mumbai.
5. Pearson, Financial Accounting, Margham Publications.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-V/ppr.no. 26/Core-11**

**COST ACCOUNTING**

**Unit I:** Introduction – Cost – Costing – Cost Accounting – Objectives and Functions of Cost Accounting – Advantages and Limitations – Methods of Costing – Types of Costing – Classification of Cost – Elements of Cost – Cost Sheet, Practical problems.

**Unit II:** Process Costing – Costing procedures – Losses and Gains in process – Normal and Abnormal Losses – Abnormal Gain – Operating and Service Costing - Practical problems.

**Unit III:** Marginal Costing – Meaning – Definition – Uses and Limitations – CVP Analysis – Marginal Costing Equations – Contribution – Break Even Analysis – P/V Ratio – Margin of Safety – Key Factors – Break Even Chart – Application of Marginal Costing – Fixation of selling price – Closure of Department or Discontinuing a Product – Selection of Profitable Product Mix – Profit planning – Decision to Make or Buy – Foreign market order – Introduction of New product – Practical problems.

**Unit IV:** Budgetary Control – Budget - Definition – objectives – Budgeting – Advantages and Limitations – Classification of Budgets – Fixed and Flexible Budgets – Production and Sales Budgets – Cash Budget – Zero Base Budget .

**Unit V:** Standard Costing – Definition – Advantages and Limitations – Variances – Material Variances – Labour Variances – (Overhead and other Variances excluded) – Simple Practical problems.

**Text and Reference Books:**

1. R.S.N.Pillai&V.Bagavathi, Cost Accounting, S.Chand & company LTD, Ramnagar, Newdelhi -110055.
2. S.P.Iyenger , Cost and Management Accounting, Sultan chand & Sons, New Delhi - 110002.
3. S.P.Jain & Narang, Cost Accounting, Kalyani Publishers, Ludhiana- 141008.
4. A. Murthy, S. Guruswamy- Cost Accounting- Vijay Nilcole Cost Accounting, Imprints Private Limited , Chennai.
5. T.S. Reddy and Hariprasad Reddy- Cost Accounting- Margham Publications
6. K. Alex, Cost Accounting, Dorling Kindersley (India) Pvt. Ltd, Noida.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-V/ppr.no .27/Core-12**

**BUSINESS LAW**

**Unit I:** Indian Contract Act 1872 – Fundamental essentials of a valid contract – classification of contracts – offer – acceptance – consideration – capacity – free consent – legality of object – contingent contracts

**Unit II:** Performance of contract – discharge of contract - breach of contract – remedies – quasi contracts

**Unit III:** Special contracts – indemnity – guarantee

**Unit IV:** Bailment – Pledge – contract of agency

**Unit V:** Sale of goods Act – differences between sale and agreement to sell – sale and hire purchase agreement – classification of goods – documents of title to goods – rights and duties of buyers and sellers – rights of unpaid seller.

**Text & References Books:**

1. N.D.Kapoor, Business Law, Sultan Chand Publishers
2. N.D.Kapoor, Elements of Mercantile Law, Sultan Chand Publishers
3. P.C. Tulsian, Business Law, Tata McGraw Hill
4. R.S.N. Pillai, Business Law, Himalaya Publishing House
5. Srinivasan & C.D. Balaji, Industrial Law and Public Relationship, Margham Publications.
6. Tejpal Sheth, Business Law, Pearson's India Education Services Pvt. Ltd.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-V/ppr.no.28/Major Elective- 2 (A)**

**INCOME TAX, LAW & PRACTICE I**

**Unit I:** Basic Concept – Person, Assessee, previous and assessment year, total income, gross total income– concept of income – Agricultural Income- Income exempted from tax – Residential status – problems.

**Unit II:** Income from Salary – different forms of salary and allowance – perquisites – problems in computation of salary income.

**Unit III:** Income from House property – Annual value – Standard deduction – Unrealized rent – problems in computation of house property income.

**Unit IV:** Income from under the Head Business or profession – deduction allowable – Expressly disallowed expenses – computations – problems in computation of business or professional income.

**Unit V:** Income from capital gain – Types – Exemption – Computation – problems in computation of capital gain.

**Text & Reference Books:**

1. Dr. H.C. Mehrotra and Dr. P. Mehrotra, Income tax law and accounts
2. V.P. Gaur, D.B. Narang, Pooja Ghai and Rajeev Puri, Income tax law and practice
3. A.Murthy, Income Tax Law and Practice Assessment Tear - 3<sup>rd</sup> Edition, Vijay Nicole Imprints Private Limited, 2015-16.
4. B.B. Lal, Income Tax, Darling Kindersley Pvt. Ltd, Noida.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-V/ppr.no.28 /Major Elective- 2 (B)**

**HUMAN RESOURCE MANAGEMENT**

**Unit I:** Definition – Concepts – objectives – Characteristics – functions – principles of personal policies – Organisational structure.

**Unit II:** Man power planning – definition – need – process job analysis – job description – job specification – Job evaluation – recruitment and selection process.

**Unit III:** Employee training – need – Importance principles – Training methods – promotions – types – procedures – promotions policy – demotion – transfer – dismissal – absenteeism – labour turnover – performance appraisal methods.

**Unit IV:** Industrial relations – significance – causes of poor industrial relations – suggestions – labour disputes and settlements – Industrial relations in India.

**Unit V:** Workers participation in management – collective bargaining and industrial relations – Employees grievance – procedures – industrial disciplinary system.

**Text & Reference Books:**

1. Dr. C.B. Gupta, Human Resource Management , Sultan Chand & sons.
2. C.B. Memoria, Personnel Management –Himalaya Publishing house
3. Rand L. Dcimore, Human Resource Development ,Thomson Learning Third Edition.

## **STRATEGIC MANAGEMENT**

**Unit I:** Business Environment – General Environment – Demographic, Socio – Cultural, Macroeconomic, legal/political, Technological and Global competitive environment, Business policy and strategic management – meaning and nature; strategic management imperative vision, mission and objectives; strategic levels in organizations.

**Unit II:** Strategic Analysis – Situational Analysis – SWOT Analysis, TOWS Matrix, portfolio Analysis – BCG matrix strategic planning – meaning, stages alternatives, strategy formulation.

**Unit III:** Formulation of functional strategy – Marketing strategy, Financial Strategy, Production strategy, Logistics strategy, Human Resource Strategy.

**Unit IV:** Strategy Implementation and Control – organizational structures; Establishing strategy business units; Establishing profit centres by business, product or service, market segment or customer; Leadership and behavioural challenges.

**Unit V:** Reaching Strategic edge: Business process Re-engineering bench marketing, total quality management, six sigma contemporary strategic issues.

**Text & Reference Book:**

1. P.Subba Rao - Business policy and strategic management – Himalaya publishing house
2. V.S.P. Rao & V. Harikrishna - Strategic Management – Text and cases — Excel books.
3. Howard S. Gitlow, Alan J. Oppenheim Rosa Oppenheim Devid M. Levine – Quality Management –Tata Mc – Graw Hill.
4. K. Shridara Batt – Quality Managment –Himalaya publishing house.
5. Azhar Kazhimi- Business Policy and Strategic Management –Tat Mc-Graw Hill.



## **CORPORATE ACCOUNTING II**

**Unit I** : Liquidator's final statement of Accounts.

**Unit II**: Accounts of Banking Companies – Rebate on Bills discounted- Final Accounts.

**Unit III**: Double Account System- Accounts of Electricity companies - Replacement of Asset - Calculation of Reasonable Return- Disposable of surplus.

**Unit IV**: Holding companies- Preparation of Consolidated balance sheet

**Unit V**: Human Resource accounting – Objectives- Methods of Human Resource Value Accounting- Social Responsibility Accounting.

### **Text & Reference Books:**

1. S.P.Jain & K.L.Narang, Advanced Accountancy, Kalyani Publishers, New Delhi.
2. R.L.Gupta and M.Radhaswamy, Advanced Accountancy, Sultan Chand & Sons, New Delhi.
3. M.C.Shukla and T.S.Grewal, Advanced Accountancy, Sultan Chand & Co., New Delhi.
4. Dr.M.A.Arulanandam&K.S.Raman, Advanced Accountancy, Himalaya Publishing House, Mumbai.
5. P.C.Tulsian, Corporate Accounting, Tata McGraw Hill Companies.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no-31/Core- 14**

**MANAGEMENT ACCOUNTING**

**Unit I:** Management accounting – Meaning – Definition – Nature and Scope – Utility and Limitations – Management accounting Principles – Functions of Management accounting – Tools of Management accounting - Management accounting and Financial accounting – Cost accounting and Management accounting.

**Unit II:** Financial Statements – Meaning and types of Financial Statements - Analysis and Interpretation of Financial Statements – Types of Financial Statement Analysis – Steps involved in Financial Statement Analysis – Techniques of Financial Statement Analysis – Uses and Limitations of Financial Statement Analysis.

**Unit III:** Ratio Analysis – Meaning of Ratios – Classification of Ratios – Analysis and Interpretation of different Ratios – Profitability Ratios – Coverage Ratios – Turnover Ratios – Financial Ratios – Uses and Limitations of Ratio Analysis.

**Unit IV:** Fund Flow Analysis – Meaning of Fund Flow Statement – Uses of Fund Flow Statement – Parties interested in Fund Flow Statement – Preparation of Fund Flow Statement – Treatment of provision for Taxation, Proposed Dividend and Depreciation – Statement of Changes in Financial position – Cash Flow Analysis – Meaning of Cash Flow Statement – Preparation of Cash Flow Statement (Simple problems only) – Utility and Limitations of Cash Flow Analysis.

**Unit V:** Basics of Capital Budgeting – Concepts of Capital Budgeting – Importance of Capital Budgeting – Capital Budgeting Process – Evaluation of Investment proposals – Traditional methods – Pay- back period method – Net Present Value method – Internal Rate of Return method (Simple problems only).

**Text & Reference Books:**

1. R.S.N.Pillai & Bagavathi, Management Accounting, S.Chand &Company, New Delhi- 110055.
2. Dr.S.N.Maheswari, Principles Of Management Accounting, Sultanchand&Sons, New Delhi 110002.
3. S.P.Jain&K.L.Narang, Cost And Management Accounting, Kalyani Publishers, Ludhiana 141008.
4. S.P.Iyenger, Cost And Management Accounting, Sultanchand&Sons, New Delhi - 110002.
5. T.S.Reddy & Y.Hariprasad Reddy, Management Accounting, Margham Publications, Chennai -600017.
6. A. Murthy, S. Guruswamy, Management Accounting-Theory & Practice, Vijay Nicole Imprints Private Limited , Chennai.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no.32 /Core- 15**

**INDUSTRIAL LAW**

**Unit I :** The Factories Act, 1948- definitions - approval, licensing and registration of factories - duties of occupier - inspecting staff - certifying surgeons - provisions for health –safety – welfare - working hours and holidays- employment of young persons and women – annual leave with wages- penalties and procedure.

**Unit II:** Workmen’s compensation Act 1923 - Scope and coverage - definitions – rules - personal injury by accident - occupational diseases arising out of and in the course of employment - theory of national extension - amount of compensation- distribution of the compensation- notice and claim.

**Unit III:** Industrial Disputes Act 1947- object - definitions- conciliation - machinery- adjudication machinery- powers and duties of authorities - procedures - voluntary reference to arbitration – award - strike – and lock outs – lay off – retrenchment – transfer and closing down of their undertaking – penalties.

**Unit IV:** The Trade Unions Act, 1926 – Consumer Act 1986

**Unit V:** The Employees’ State Insurance Act 1948 – The payment of Gratuity Act 1972.

**Text &Reference Books:**

1. N.D.Kapoor, Elements of Mercantile Law, Sulatan Chand.
2. P.C.Tyisian, Business and Corporate Law, Tata McGraw hill Publications

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no.33/Core- 16**

**AUDITING**

**Unit I:** Introduction – meaning – objectives – difference between Accountancy and Auditing – advantages – limitations – Audit programme – Audit working papers – preliminaries before Audit – test checking and routine checking.

**Unit II:** Internal check – meaning – objectives – difference between internal control and internal Audit – Advantages and Disadvantages of internal check – internal check regarding cash, purchases, purchase returns, sales and sales returns.

**Unit III:** Vouching – meaning – objects – importance of vouchers – precautions to be taken by the Auditors while examining vouchers – vouching of various transactions.

**Unit IV:** Verification and valuation of assets and liabilities – classification of assets – verification of different types of assets – verification of liabilities – Valuation of investment, Stock -in -Trade and Book debts.

**Unit V:** Company Auditor - Appointment – qualification and disqualification – removal of an Auditor – status – rights – duties and liabilities – Auditor’s Report – content – kinds of Auditors Report – general considerations for drafting the report.

**Text & Reference Books:**

1. B. N. Tandon, Auditing, S. Chand & Co., New Delhi
2. Dr. T.R. Sharma, Auditing, Sahitya Publication, Agra.
3. Dinkar Pagare, Principles and practice of Auditing, Sultan Chand & Sons, New Delhi.
4. Saxana, Reddy and Appannaiah, Text Book of Auditing, Himalaya Publishing House.
5. S.K. Basu, Auditing Principles and Techniques, Pearson India Education Services Pvt. Ltd, Noida.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no.34/Major Elective – 3(A)**

**INCOME TAX, LAW AND PRACTICE II**

**Unit I:** Income under the head- other sources – Computation – Problems.

**Unit II:** Set off and carry forward of losses. Deduction from Gross total Income- Problems

**Unit III:** Procedures for Assessment – Returns – Types of returns – Types of Assessment – Tax Deducted at source.

**Unit IV:** Assessment of Individual – Problems including computation of tax.

**Unit V:** Assessment of firm – Problems including Section 40(b) application.

**Text & Reference Books:**

1. Dr. H.C. Mehrotra and Dr. P. Mehrotra, Income tax law and accounts
2. V.P. Gaur, D.B. Narang, Pooja Ghai and Rajeev Puri, Income tax law and practice .
3. A.Murthy, Income Tax Law and Practice Assessment Year 2015-16, - 3<sup>rd</sup> Edition, Vijay Nicole Imprints Private Limited.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no.34/Major Elective – 3(B)**

**ACCOUNTING STANDARDS**

**Unit I:** Introduction to Accounting Standards – Meaning – Significance – Compliance of Accounting standards – International Accounting Standards – Accounting Standards in India – Functions – Responsibilities of Accounting Standard Board – procedure for formulation of standards – Indian Accounting standards.

**Unit II:** Basic Knowledge Working Knowledge of: AS 1: Disclosure of Accounting Policies, AS 2: Valuation of Inventories, AS 3: Cash flow Statements, AS 4: Contingencies and Events occurring after the Balance Sheet Date, AS 5: Net Profit or Loss for the period, prior period items and changes in Accounting Policies.

**Unit III:** Basic Knowledge Working Knowledge of: AS 6: Depreciation Accounting, AS7: Construction Contracts AS9: Revenue Recognition, AS10: Accounting for fixed Assets, AS11: Effect of Changes in Foreign Exchange Rates AS12: Accounting for Government Grants, AS13: Accounting for Investments.

**Unit IV:** Basic Knowledge Working Knowledge of: AS14: Accounting for Amalgamation, AS16: Borrowing costs AS17: Segment Reporting, AS18: Related Party Disclosures, AS19: Leases.

**Unit V:** Basic Knowledge Working Knowledge of: AS20: Earning per share, AS26: Intangible Assets, AS28 Impairment of Assets, AS29: Provisions, Contingent Liabilities and Contingency Assets.

**Text & Reference Book:**

1. T.S. Reddy and A. Murthy, Corporate Accounting, Margham Publications Chennai.
2. S.P.Jain and K.L. Narang, Advanced Accounting , Kalyani Publishers, New Delhi.
3. R.L. Gupta, and M. Radhaswamy, Advanced Accountancy, Vol-II, Sultan Chand Sons, New Delhi.
4. S.P. Iyengar, Advance Accountacny
5. Tulsian, Advanced Accounting.

**MSU/2016-17/UG-Colleges/Part-III (B.Com Professional Accounting)  
Semester-VI/ppr.no.34/Major Elective – 3(C)**

**DATA BASE MANAGEMENT SYSTEMS**

**Unit I:** Introduction to Data base Management System (DBMS)- Introduction – Meaning – Characteristics of data in a database – Database Management system – Types of Database Management systems – Hierarchical Model – Network model – Relational model – comparison.

**Unit II:** Entity – Relationship Modeling – Introduction – E-R model – Components of an E-R model – E-R Modeling symbols, Data Normalization – Introduction – First normal form – Second normal form – Third form – Boyce – Codd normal form – Fourth normal form – Fifth normal form.

**Unit III:** Introduction to Structured Query Language Introduction – Characteristics of SQL – Advantages of SQL – SQL in actions – SQL Data types and literals – Types of SQL Commands – SQL operators – Arithmetic operators, Comparison operators, logical operators, Set operators.

**Unit IV:** Tables – Views – Queries – Sub queries – Aggregate function – Insert, update and delete operations.

**Unit V:** Introduction – PL/SQL blocks – PL/SQL architecture – PL/SQL variables – PL/SQL data types – Control Structures – Cursors – Exceptions – Triggers – Types of Triggers – Procedures and packages.

**Text & Reference Books:**

1. Database Management System Alexis Leon & Mathews Leon – MC Graw Hill Education India Pvt. Ltd., - 2002
2. Database System Concepts by Korth
3. Database Management System – Rakesh Saini, M.M.Ms. Rawthan, Abhay Saxena
4. Database systems Concepts, Designs and Applications – Shiokumar singh.