



**JAI HIND COLLEGE
BASANTSING INSTITUTE OF SCIENCE
&
J.T.LALVANI COLLEGE OF COMMERCE
(AUTONOMOUS)**

"A" Road, Churchgate, Mumbai - 400 020, India.

**Affiliated to
University of Mumbai**

Program: B. Com

Proposed Course: Accountancy and Finance

Semester IV

**Credit Based Semester and Grading System (CBGS) with effect
from the academic year 2020-21**

Semester IV			
Course Code	Course Title	Credits	Lectures /Week
CBAF401	Business Research Methods - I	3	4
CBAF402	Information Technology in Accounting & Finance -II	3	4
CBAF403	Foundation Course IV-Auditing & Ethics in Accounting & Finance	3	4
CBAF404	Management Accounting	4	4
CBAF405	Equity Investments – II	4	4
CBAF406	Corporate Accounting	4	4
CBAF407	Business Economics	4	4

Semester IV

Course Code CBAF401	Business Research Methods- I	3 Credits
	<p>Objectives:</p> <p>Business Research Methods introduces students to the nature, scope, and significance of research and research methodologies. Additionally, the course studies primary and secondary research methods with applications to specific problems, using qualitative and quantitative designs for individual investigation on current problems within a student's area of interest</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • To equip the students with the basic understanding of the research methodology in changing business scenario. • To provide an insight into the application of dynamic analytical techniques to face the stormy challenges, aimed at fulfilling the objective of business decision making 	
	THEORY	60 lectures
Sub Unit	Unit – I: Introduction to Research	20 lectures
1.	Introduction and meaning of research, Objectives of research, Features and Importance of research in Finance, Objectives and --- Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research.-Formulation of research problem : Meaning and Selection&Review of Literature.	
	Unit – II: Research Design in Accounting and Finance	10 lectures
1.	Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs	
	Unit – III: Data Collection and Processing	20 lectures

1.	<p>Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Google Docs/ forms- Use and Advantages Secondary data: Sources and Limitations Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis. Hypothesis testing- Chi-square, t- Test, z-Test, f-Test Use of computer and internet in data collection and processing</p>	
	Unit – IV: Interpretation and Report Writing	10 lectures
	Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types	
	<p>Textbooks:</p> <p>Business Research Methods - Cooper Donald</p> <p>Business Research Methods: A South-Asian Perspective -by William G. Zikmund</p>	

Evaluation Scheme

Evaluation scheme for Theory courses

I. Continuous Assessment (C.A.) - 40 Marks

Project/ assignment/ presentation/test

II. Semester End Examination (SEE)- 60 Marks

Course Code CBAF402	Information Technology in Accounting & Finance -II (Credits: 03 Lectures / Week :04)	
	<p>Objectives: This course intends to make the students familiar with the essential contrivances for steering business transactions through the various resources of information technology. As a prerequisite, the students should be having a basic knowledge about computers, networks and information technology.</p> <p>Outcomes: To provide exposure to the students about information technology, networks and MS Office. To provide them with the fundamental knowledge of the use of computers in business. To understand the various concepts of information technology.</p>	
Unit I	<p>Concept of MIS Reports in Computer Environment</p> <ul style="list-style-type: none"> • Introduction • Concept of MIS • Need for MIS • Characteristic of MIS • Outputs of MIS • Role of MIS • Guidelines for Developing MIS reports • Functional Aspects of the MIS • Problems in MIS 	10 L
Unit II	<p>Advanced Spreadsheet MS-Excel: Creating and Using Templates, Manipulating data, Working with charts, Using formulas and logical operators, what-if analysis; Using Goal Seek Constants, relative, absolute & mixed cell references, (Solve examples based on each topics) Statistical Functions: AVERAGEIF (), COUNT (), COUNTBLANK (), LARGE (), SMALL (). Nested Functions: IF, Nested IF, SUMIF(), SUMIFS(), COUNTIF(), COUNTIFS() Database Functions: VLOOKUP(), HLOOKUP() Financial Functions: PMT(),PPMT(), IPMT(), PV(), FV(), IRR(), NPER(), Rate() Calculation of Interest, Calculation of Installment, Calculation of Cash Flow etc.(Solve Examples based on each topics)</p>	10 L
Unit III	<p>Graphic Designing</p> <ul style="list-style-type: none"> • Coral Draw: Getting to know the workspace and fonts, Using the toolbox, Using color, Drawing and editing objects/Creating a greeting card, Letterhead and data merge, Creating a three-panel 	10 L

	brochure for a Business, Making Logos, Create own logo, Create Packaging etc. <ul style="list-style-type: none"> • Photoshop: Getting Started, Interface Layout, Palettes, Toolbox, Basic Image Editing, layers, Saving Editing Images and Others Effects. 	
Unit IV	Computerized Accounting Software -Tally <ul style="list-style-type: none"> • Need for Accounting, Types of Accounts, Accounting Principles or Standards, Shortcut Keys • Introduction to Tally: Opening Screen of Tally(Gateway of Tally), Creating Company, Selecting Company, Shutting a Company, Altering/ Modifying Existing Company, Configuring Company • Accounting Information: Menu Related to Accounts, Predefined Groups, Groups (Creation, Displaying, Alteration, Deleting), Ledgers(Creation, Displaying, Alteration, Deleting), Buttons on the Button Panels. • Vouchers in Tally: List of Vouchers, Configuring Vouchers, Displaying Vouchers, Altering Vouchers, Duplicating Vouchers, Canceling a Vouchers • Inventory Information: Stock Groups, Stock Categories, Stock Item, Godowns, Voucher Types, Units of Measure 	15 L
Textbook: Information Technology (English, Paperback, Indian Institute Of Banking and Finance)		

Evaluation Scheme

Evaluation scheme for Theory courses

I. Continuous Assessment (C.A.) - 40 Marks

Project/ assignment/ presentation

II. Semester End Examination (SEE)- 60 Marks

Course Code CBAF403	Foundation Course IV (Auditing & Ethics in Accounting & Finance) (Credits: 03 Lectures / Week :04)	
	<p>Objectives: To nurture Auditing and taxation Professionals who will become torch bearers of honesty and integrity and support business world to ensure sustainable socio economic growth of the country</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Discuss the concepts of Auditing and taxation and the other areas of Commerce • Apply critical thinking skills by identifying and analyzing accounting issues using the relevant accounting framework. • Analyze and evaluate ethical problems that occur at all levels of business decision making 	
Unit I	<p>Introduction & Company Audit</p> <p>Definition, objective of Audit, Advantages and limitation of audit, Types of Audit Basic Principles of governing audit , Internal Control meaning and significance, Organizing audit work: Audit, programme, Audit note book, working papers, routine checking, test checking, surprise checking, commencement of new audit</p>	10 L
Unit II	<p>Vouching , Verification and valuation of assets & Liabilities</p> <p>Meaning and significance – vouching of cash transactions, Meaning and auditor’s duties, Verification and valuation of followings:- Goodwill, Building machinery, Investment, Secured Loans and Contingent Liabilities</p>	10 L
Unit III	<p>Introduction and Overview of Ethics</p> <p>Roles and Responsibilities of Individuals, Corporations, and Governments on Ethics, Ethical Dilemmas and Different Forms of Unethical Behaviors, Sources of Ethics, Concept of Corporate Ethics, code of Ethics-Guidelines for developing code of ethics, Ethics Management Programme, Ethics Committee</p>	10 L
Unit IV	<p>Indian Ethical Practices and Corporate Governance</p> <p>Ethics in Marketing and Advertising, Human Resources Management, Finance and Accounting, Production, Information Technology, Copyrights and Patents , Corporate Governance: Concept, Importance, Evolution of Corporate Governance, Principles of Corporate Governance,</p>	15 L

Additional References:

- Kenneth C. Laudon, E-Commerce : Business, Technology, Society, 4th Edition
- Pearson S. J. Joseph, E-Commerce: an Indian perspective, PHI

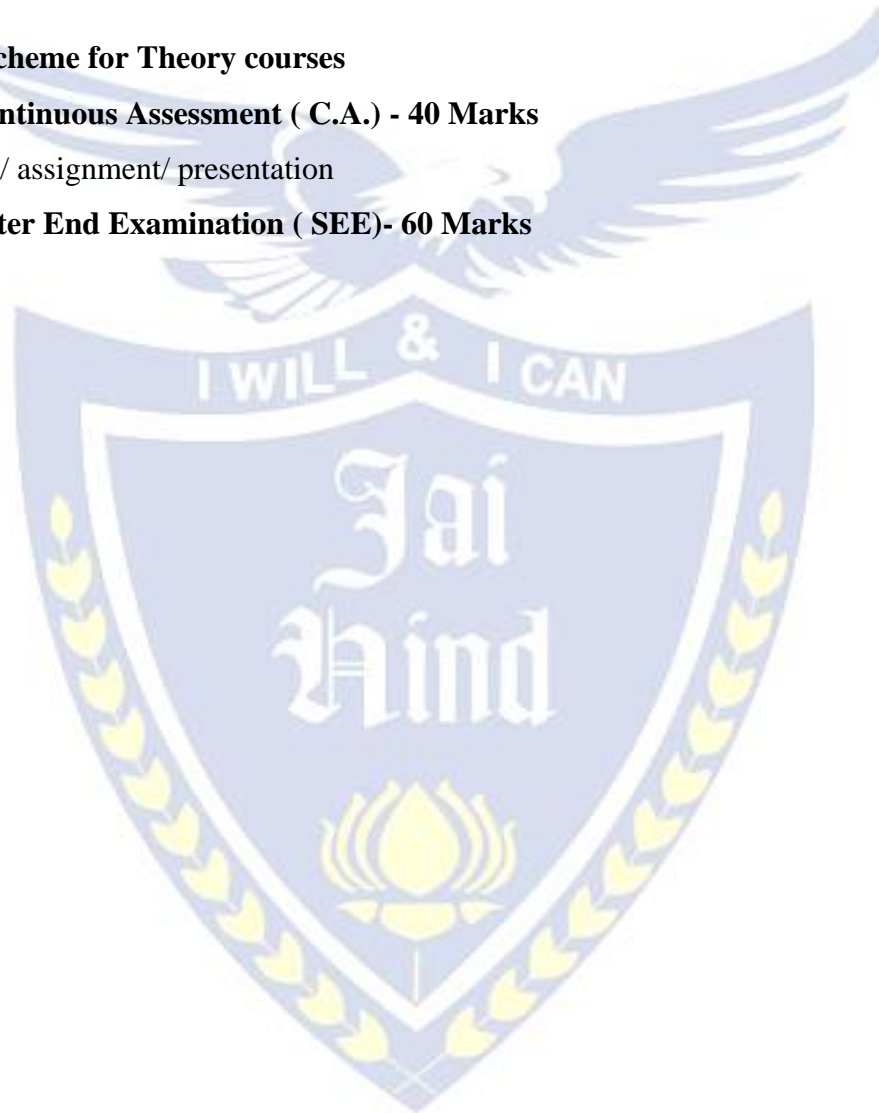
Evaluation Scheme

Evaluation scheme for Theory courses

I. Continuous Assessment (C.A.) - 40 Marks

Project/ assignment/ presentation

II. Semester End Examination (SEE)- 60 Marks



Course Code CBAF404	Management Accounting (Credits: 04 Lectures / Week :06)	
	<p>Objectives: This course provides the coverage of cost determination, Profit Planning and Decision Making, variance analysis.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • Enable the student to understand the elements of Costs; • Help students to know about preparation of const sheet and process account; • Impart knowledge of profit planning and decision making; and • Give information about budgeting, transfer pricing and computer applications in Management accounting 	
Unit I	<p>Introduction to Management Accounting Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting</p> <p>Analysis and Interpretation of Accounts</p> <p>a) Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis</p> <p>b) Trend Analysis.</p> <p>c) Comparative Statement.</p> <p>d) Common Size Statement.</p> <p>NOTE: Practical Problems based on the above (a) to (d)</p>	10 L
Unit II	<p>Financial Statement analysis: Ratio analysis Meaning of financial Statement Analysis, steps, Objective and types of Analysis.</p> <p>Ratio analysis:</p> <p>Balance Sheet Ratios:</p> <p>i) Current Ratio</p> <p>ii) Liquid Ratio</p> <p>iii) Stock Working Capital Ratio</p> <p>iv) Proprietary Ratio</p> <p>v) Debt Equity Ratio</p> <p>vi) Capital Gearing Ratio</p> <p>Revenue Statement Ratios:</p> <p>i) Gross Profit Ratio</p> <p>ii) Expenses Ratio</p> <p>iii) Operating Ratio</p> <p>iv) Net Profit Ratio</p> <p>v) Net Operating Profit Ratio</p> <p>vi) Stock Turnover Ratio</p> <p>Combined Ratio</p> <p>i) Return on Capital employed (Including Long Term Borrowings)</p> <p>ii) Return on proprietor's Fund (Shareholders Fund and Preference Capital)</p> <p>iii) Return on Equity Capital</p>	10 L

	iv) Dividend Payout Ratio v) Debt Service Ratio vi) Debtors Turnover vii) Creditors Turnover	
Unit III	Cash Flow Analysis AS 3 Indirect Method	10 L
Unit IV	& Working Capital Management Concept, Nature of Working Capital , Planning of Working Capital Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization Operating Cycle Practical Problems	15 L

Additional References:

1. Introduction to Management Accounting - Horngreen and Sundlem
2. Principles of Management Accounting - Manmohan & Goyal
3. Cost and Management Accounting - S.M.Inamdar
4. Management Accounting - Dr. Mahesh Kulkarni
5. Management Accounting 3rd Ed. - Khan & Jain
6. Theory & Problems in Management & Cost Accounting - Khan & Jain

Evaluation Scheme

Evaluation scheme for Theory courses

I. Continuous Assessment (C.A.) - 40 Marks

Project/ assignment/ presentation/test

II. Semester End Examination (SEE)- 60 Marks

Course Code CBAF405	Equity Investments - II (Credits: 04 Lectures / Week :06)	
	<p>Objectives: The course examines capital markets and fundamental quantitative models used in securities analysis and portfolio management. Focus is on capital markets and instruments,</p> <p>Outcomes: Students are exposed to the framework of modern portfolio theory and investment analysis with which one can critically evaluate alternatives relating to investing in financial securities and construct portfolios with desired risk/return characteristics.</p>	
Unit I	Introduction To Investments <ul style="list-style-type: none"> • Types of Investors • Difference b/w speculating & gambling • Avenues of Investments • Relationship b/w Risk & Return 	10 L
Unit II	Investments in Equity markets <ul style="list-style-type: none"> • Categories of stocks • Factors effecting prices • Trading – Online • Trading Strategies 	10 L
Unit III	Hedging Tools & Techniques <ul style="list-style-type: none"> • Need for hedging/ speculations • Different Participants in derivatives market • Derivatives Exchanges • Structure of Derivative Markets • SCRA - 1956 	10 L
Unit IV	Trends in Global Markets <ul style="list-style-type: none"> • Equity Investment • International Exchanges • Linkages between Global and domestic equity markets • Hedge Funds – Functions & Objectives 	15 L
<p>Additional References:</p> <p style="text-align: center;">Investment Planning: by Ankit Gala & Khushboo Gala</p>		

Evaluation Scheme

Evaluation scheme for Theory courses

I. Continuous Assessment (C.A.) - 40 Marks

Project/ assignment/ presentation/test

II. Semester End Examination (SEE)- 60 Marks

Course Code CBAF406	Corporate Accounting I (Credits: 04 Lectures / Week :06)	
	<p>Objectives: The objective of this paper is to help students to acquire conceptual knowledge of the financial accounting and to impart skills for recording various kinds of business transactions.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> • This course will benefit the candidates with the career options like becoming the finance controller, treasurer, finance officer, credit and cash manager, risk manager etc. • This also helps in maintaining and understanding the treasury of the company or the organization. • The good experienced candidates form this field has higher demand from international market, and can also start with their own financial consultancies. 	
Unit I	Issue of Capital & Debentures Issue of Shares, Bonus Shares & Issue of Debentures	10 L
Unit II	Redemption of Preference Shares Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules. Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalization of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet)	10 L
Unit III	Redemption of Debentures Introduction : Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lumpsum and by payment in instalments (excluding from by purchase in open market), Conversion. (Question on entries. ledgers and/or Balance Sheet and /or redemption of preference shares)	10 L

Unit IV	<p>Preparation of Final Accounts of Companies</p> <p>Relevant provisions of Companies Act related to preparation of Final Account (excluding cash flow statement)</p> <p>Preparation of financial statements as per Companies Act. (excluding cash flow statement)</p> <p>AS 1 in relation to final accounts of companies (disclosure of accounting policies)</p>	15 L
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Additional References:

1. J.R.Monga, Basic Corporate Accounting, Mayur paperbacks, New Delhi
2. Nirmal Gupta, Chhavi Sharma, Corporate Accounting theory and practice, Ane books pvt Ltd
3. M.C. Shukla, T.S.Grewal and S.C.Gupta, Corporate Accounting, S.Chand And co., New Delhi
4. Ashok Sehgal and Deepak Sehgal, Advanced Accounting, Volume II, Taxman, New Delhi
5. S.N.Maheshwari and S.K.Maheshwari, Corporate Accounting, Vikas Publication, New Delhi
6. Mukherjee and Hanif, Corporate Accounting, Tata McGraw Hill, New Delhi

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II. Semester End Examination (SEE)- 60 Marks

Course Code CBAF407	BUSINESS ECONOMICS – II (Credits : 04 Lectures / Week : 06)	
	<p>Objectives:</p> <ul style="list-style-type: none"> ➤ Business Economics - II deals with the functioning of the economy as a whole, including how the economy's total output of goods and services and employment of resources is determined and what causes these totals to fluctuate. <p>Outcomes:</p> <ul style="list-style-type: none"> ➤ To provide a systematic introduction to mainstream approaches to the study of economics. 	
Unit I	<p>Introduction to Macroeconomic Data and Theory</p> <ul style="list-style-type: none"> a) Macroeconomics: Meaning, Scope and Importance. b) Circular flow of aggregate income and expenditure: closed and open economy models c) The Measurement of national product: Meaning and Importance - conventional and Green GNP and NNP concepts - Relationship between National Income and Economic Welfare. d) Short run economic fluctuations : Features and Phases of Trade Cycles e) Changes in Income and Output f) The Keynesian Principle of Effective Demand: Aggregate Demand and Aggregate Supply - Consumption Function - Investment function - effects of Investment Multiplier on 	15 L
Unit II	<p>Money, Inflation and Monetary Policy</p> <ul style="list-style-type: none"> a) Money Supply: Determinants of Money Supply - Factors influencing Velocity of Circulation of Money b) Demand for Money : Classical and Keynesian approaches and Keynes' liquidity preference theory of interest c) Money and prices : Quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach d) Inflation- Demand Pull Inflation and Cost Push Inflation - Effects of Inflation- Nature of inflation in a developing economy. e) Monetary policy :Meaning, objectives and instruments, inflation targeting 	15 L
Unit III	<p>Constituents of Fiscal Policy</p> <ul style="list-style-type: none"> a) Role of a Government to provide Public goods-Principles of Sound and Functional Finance b) Fiscal Policy: Meaning, Objectives - Contra cyclical Fiscal Policy and Discretionary Fiscal Policy 	15 L

	<p>c) Instruments of Fiscal policy : Canons of taxation - Factors influencing incidence of taxation - Effects of taxation significance of Public Expenditure</p> <p>d) Social security contributions: Low Income Support and Social Insurance Programs - Public Debt - Types, Public Debt and Fiscal Solvency, Burden of debt finance</p>	
Unit IV	<p>Open Economy : Theory and Issues of International Trade</p> <p>a) Basis of International trade : Ricardo's Theory of comparative cost advantage - Heckscher – Ohlin theory of factor endowments - terms of trade - meaning and types - Factors determining terms of trade - Gains from trade - Free trade versus protection</p> <p>b) Foreign Investment : Foreign Portfolio investment- Benefits of Portfolio capital flows-Foreign Direct Investment - Merits of Foreign Direct Investment - Role of Multinational corporations</p> <p>c) Balance of Payments: Structure - Types of Disequilibrium - Measures to correct disequilibrium in BOP.</p>	15 L
<p>Additional References:</p> <ol style="list-style-type: none"> 1. Principles of Microeconomics, Textbook by N. Gregory Mankiw, 1996 2. Concise Guide to Macroeconomics, Book by David A. Moss, 2007 3. Modern Principles: Macroeconomics, Textbook by Alex Tabarrok and Tyler Cowen, 2009 4. Macroeconomics, Textbook by Paul Krugman and Robin Wells, 2004 5. Macroeconomic policy, Book by Farrokh K. Langdana, 2002 		

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