

Swami Ramanand Teerth Marathwada University, Nanded

Faculty Of Commerce

B.Com. First Year, IInd Semester Business Accounting

B.C. 2 VI

Objectives:

To impart skills in accounting for various kinds of business transactions.

Course Contents:

Unit - I Accounting for consignment

Meaning & features of consignment, difference between consignment and sale, types of commission, Performa invoice, invoice price and loading, account sales, valuation of unsold stock, journal entries and problems.

Unit - II Hire Purchase System

Meaning and features, legal provisions, journal entries in the books of purchaser and vendor, preparation of various accounts in the ledger of hire purchaser and seller.

Unit - III

Accounts of Co-operative societies

Meaning and types of Co-operative societies, legal provisions, consumers' society and credit society, day-to-day accounts, statement of receipts and payments, profit and loss accounts, balance sheet.

Unit - IV Insurance Claims

Meaning and types, calculation of claims under loss of stock policy and loss of profit policy only, Application of Average Clause.

Unit - V Farm Accounting

Books of Accounts necessary for accounting, journal entries, ledger accounts, preparation of farm accounts to ascertain profits, preparation of balance sheet.

Books Recommended -

- 1) A New Approach to Accountancy - Prof. H.R. Kotalwar, Discovery Publishers, Latur.
- 2) Fundamentals of Corporate Accounting - J.R. Monga - Mayoor Paperbacks, Noida.
- 3) Advanced Accountancy - M.G. Patkar, Dr. C.M. Joshi, Phadke Prakashan, Kolhapur.
- 4) Advanced Accountancy - R.L. Gupta and M. Radhaswamy, Sultan Chand and Sons, New Delhi.
- 5) Studies in Advanced Accountancy - Dr. S.N. Maheshwari, Dr.S.K. Maheshwari - Sultan Chand and sons, New Delhi.

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY

Faculty of Commerce B.Com. First Year (Second Semestor)

Business Mathematics & Statistics (BC-II- VII)

B.C.2 VII

Objective of the course

Objective of the course is to provide foundation of quantitative techniques applied in solving business problems

Course inputs:

Books Recommended

- Unit-I Simple and Compound Interest, Commission, Brokerage and Discount.(Simple & complex problems) (10 Periods)
- Unit-II Matrix Algebra- Definition, Types of Matrices, Matrix operations, Addition & Subtractions, Multiplication ,Determinants of a square Matrix, Determinants of order two and three.
- Unit-III Permutations and Combinations - Permutations of different things, Permutations of things not all different Circular permutations Combinations, Restricted combinations of things not all different. (8 Periods)
- Unit-IV Index numbers - Definition, Uses of Index numbers, Preliminaries to construction of Index Numbers, Simple average and weighted average price relatives. Fisher's price Index, Tests for consistency of Index Number, Cost of living Index Number, Quantity Index Numbers (Fisher's).

Unit-V Theory of probability -Introduction, Statistical probability and problems there on, simple problems on addition and multiplication of probability. on addition and multiplication of probability. (7 Periods)

Books Recommended

1. S.P.Gupta Statistical Methods, Sultan .Chand and Sons
New Delhi
2. S.C.Gupta Fundamentals of Statistical Himalaya Publishing
House Mumbai
3. V.K.Kapoor Business Mathematics Sultan Chand & Sons
New Delhi
4. D.N.Elhance Fundamentals of Statistics Kitab Mahal Allahabad
5. मंगळगिरी, देशकर, देशपांडे व्यावसायिक गणित व संख्यिकी विद्या प्रकाशन, नागपूर

CORPORATE LAW
B.Com. I year (II Sem.)
(New Course)
Syllabus
B.C.2 VIII

Objectives :

No. of Periods

The course will enable students to develop awareness about Corporate Law in conformity with the provisions of Companies Act, along with recent amendments in the companies Act.

- (1) **Company and its forms :** Definition - Essential characteristics of company - Kinds of companies - Difference between Private Company and Public company - Conversion of a Private company into a Public company - Public company into a Private company. **16**
- (2) **Incorporation and its consequences :** Incorporation - Memorandum of Association, Articles of Association, additional documents required for incorporation, Certificate of incorporation, Commencement of business. Promoters - Meaning and importance, position, duties and liabilities. **16**
- (3) **Financial Structure of companies :** The concept of capital. Financing of companies -Sources of capital, classes and types of shares; equity with differential right; issue of shares at par, premium and discount; bonus issues, rights issues. Share capital alteration - alteration of share capital; reduction of paid-up capital; forfeiture and surrender. **16**
- (4) **Management and Control of companies:** Directors - appointment, reappointment of directors, qualifications, disqualifications, remuneration, vacation or office, retirement, resignation and removal; loans to directors; their powers and duties, office or place of profit. Role of directors - Managing and whole - time directors. Company Secretary - appointments, reappointment, powers and duties. **16**
- (5) **Corporate Governance:** Concept of corporate Governance - Emergence of Corporate Governance - Authorities involved in corporate governance in India. **10**

References

- (1) Legal Environment of Business:
The ICAI University Press # 52, Negarjuna Hills, Hyderabad - 500082.
- (2) Elements of Company Law - N.D. Kapoor Sultan Chand & Sons Educational Publishers,
New Delhi.
- (3) A Manual of Business Laws - Dr. S.N. Maheshwari, Dr. S.K. Maheshwari,
Hima!aya

Publishing House - Mumbai/Delhi/Banglore/Nagpur/Hyderabad.

- (4) Company Law - Agrawal Nair, Banerjee, Pragati Prakashan, Meerut - 25001. (5)
Company Law - Dr. Avtar Sing, Estern Book Company, Lucknow
- (6) Company Law - Ashok K. Bangrial, Vikas Publishing House Pvt. Ltd., Jangpura,
New
Delhi-110 014.
- (7) A Textbook of Company Law, S. Chand & Company Ram Nagar, New Delhi -
110055.

Class : B.Com. I Year, IInd Semester
Subject: Business Economics
Course Objective B. C. 2- IX

The objective of this course is to acquaint the students with the market structures and theory of distribution are as applicable in business.

CONTENTS

1) Perfect Competition

Definition, characteristics of perfect competition, equilibrium of firm and industry, price and output determination.

2) Monopoly

Meaning, definition, characteristics of monopoly, price discrimination, favorable circumstances to price discrimination.

3) Monopolistic Competition

Meaning and characteristics of monopolistic competition, product differentiation, price and output determination under monopolistic competition, equilibrium of firm.

4) Theory of Distribution - I

a) Rent : Rent concept, Ricardian and Modern theories of rent, quasi rent, difference between rent and quasi rent.

b) Wages: Concept of wages, marginal productivity theory and modern theory of wages.

5) Theory of Distribution : II

a) **Interest** : Interest concept, loanable funds and liquidity preference theories of interest.

b) **Profit**: Nature and concept, uncertainty bearing and innovation theories of profit.

Recommended books

- 1) Ahuja H.L.: Business Economics: S. Chand and Co. New Delhi.
- 2) Koustsoyianni : A Modern Micro Economics: Macmillan, New Delhi.
- 3) D.M. Mithani, G.K. Murthy: Fundamentals of Business Economic Himalaya Publishing House, New Delhi.
- 4) R Kaweri and others: Managerial Economics: S. Chand and Co. New Delhi.
- 5) G.N. Zambre : Business Economics: Pimplapure publishers Nagpur.
- 6) John P. Gould Jr. and Edward P. Lazer : Micro Economic Theory. All India traveler, New Delhi.
- 7) R.G. Lipsey: An Introduction to Positive Economics. ELBS Oxford.
- 8) Ferguson P.R and Rothschild R and Ferguson G.J.: Business Economics' Macmillian, Hampshire.
- 9) Nellis and Parker : The Essence of Business Economics. Prentice Hall, New Delhi.
- 10) Stigler G. : The Theory of Price, Prentice Hall, New Delhi.
- 11) V.G. Mankar : Business Economics. Himalaya Publishing house, Bombay, Delhi, Nagpur.
- 12) जी.एन.-नाभरे डॉ.मेघे : व्यावसायिक अर्थशास्त्र पिंपळापुणे अँड कं. पब्लिशर्स नागपुर के.एच.ठक्कर सुक्ष्म अर्थशास्त्र फडके प्रकाशन कोल्हापूर.

B.C.2 - X
Introduction of Tally (9.0)
PART- A

- 1) Basic Accounting
- 2) Business organization
- 3) Accounting on computer
- 4) Tally Fundamental
- 5) Features of Tally
- 6) Processing transaction in Tally
- 7) Generating and printing of accounting report
- 8) Tally vouchers and types of vouchers

PART-B

- 1) Introduction to Trading Accounting
- 2) Purchases and sales
- 3) Getting Functional with Tally
- 4) Display and Report
- 5) Tally Audit
- 6) Import and export of India

- Note: 1) For this paper every college has essential the computer lab for practical.
2) Every five student must have one computer system.
3) Practical batch will be for 20 students.
4) Practical marks will be 10 out of 50 marks

Reference Books :

- V. Rajaraman (PHI)
- B. Ram (WE)
- P.M. Shinde
- Sander D. Megraw Hill
- N. Subramanian - New Age, New Delhi
- Taxali
- Kedar Fadake
- Vishnu Priya Singh
- C-Dac Tata Mcgraw- Hill Part-II
- Kabra D.M. Tally Academy Nanded.

B. Com. 1st Year
(HOD Semester)
Tax Procedure & Practices - III
Maharashtra Value Added Tax act

Objectives:

- 1) To gain knowledge of the basic principles underlying the substantial provision of the MV AT Act and its application taxation.
- 2) To gain working knowledge of the basic principles of MY AT Act.

Contents:

Unit 1 Regulatory Framework :

An overview of MV AT.

Unit 2 Important terms & definitions :

Business, Dealer, Declared goods. Goods, Importer, Manufacturer, Person, Purchase price, Sales price, Sale, Agriculture, Rates of V A T.

Unit 3 Registration & Procedure for dealer :

Registration & procedure for dealer,

Gram of registration certificate, Cancellation of registration, Amendment of registration.

Unit 4 Penalty & Interest.

Unit 5 Incidence of levy of tax :

Classification of goods, Levy of tax.

B. Com. 1st Year (IInd Semester)
Tax Procedure & Practices - IV
Indian Tax System and Income Tax Law

Objectives:

- 1) To gain knowledge of the basic principles underlying the substantial provision of the Income Tax Law and their application in computation.
- 2) To gain working knowledge of the basic principles of Indian Tax system.

Contents:

Unit 1 Indian Tax System

Meaning and principles of taxation,
Central & State powers of taxation,
Distribution of revenue between Centre and State.

Unit 2 Direct Taxes

Meaning and definition of Direct Taxes,
Advantages & Disadvantages.

Unit 3 Indirect Taxes

Meaning and definition of Direct Taxes,
Advantages & Disadvantages.

Unit 4 Income Tax Authorities

Powers & Duties of Income Tax Authorities.

Unit 5 Payment of Tax.

Tax deducted at source (TDS) & Advance Payment of Tax.

B.Com.I SEMESTER -II
Foreign Trade
Paper III-INTERNATIONAL INSTITUTIONS

Objective of the paper :

To familiarize the students with the environment in which foreign trade takes place and the institutions at international level

Scheme of marking;

- University written exam- 40 marks
- Internal exam based on assignments, seminars and participation in other activities - 10 marks

Course inputs;

1. International Economic Institutions-

International Monetary Fund, World Bank, International Development Agency, International Finance Corporation, Asian Development Bank, International Liquidity & SDRs

2. World Trade Organisation -

Introduction, General Agreement on Tariffs and Trade (GATT), Establishment of WTO, Difference between GATT & WTO ,Functions and Policies-TRIPS &TRIMS, Anti-dumping Measures, India and WTO.

3. Trade blocks & Regional Economic Co-operation -

Regional integration, its Objectives & Types, South Asian Association for Regional Cooperation (SAARC), SAARC Preferential Trading Agreement(SAPT A) , Association of South East Asian Nations (ASEAN), European Union (EU), North American Free Trade Agreement (NAFTA).

4. Multinational corporations-

Different organisational models, Features of MNCs, Advantages & Disadvantages of MNCs, MNCs and developing countries, MNCs and LDCs

Reference books :

- 1) International Economics by D.M.Mithani, Himalaya Publishing House Mumbai.
- 2) International Trade & Export Management by Francis Cherunilam, Himalaya Publishing House, Mumbai.
- 3) International Marketing Management by R.L. Varshney B.Bhattacharyya, Sultan Chand & Sons, New Delhi.
- 4) International Business by P.Subba Rao, Himalaya Publishing House, Mumbai
- 5) Nabhi's Exporters Manual & Documentation, Nabhi Publication, New Delhi.

**Paper IV-
INDUSTRIAL VISIT**

Objective of the paper;

To visit some export oriented industries and prepare an industrial visit report based on their visit

Scheme of marking;

| | |
|-------------------------|------------|
| Industrial Visit Report | - 40 marks |
| Viva-voce | - 10 marks |

Course inputs;

1. Industrial Visit -

The students are expected to visit manufacturing units of gooe manufacturing practices and work culture/ export oriented industries shipping companies/ major ports and prepare a visit report based on their visit

2. Recent trends in Commerce and Management including foreigu trade-

The students are expected to know the impOliance of reading the newspaper daily and updating oneself with the news

- a) How to read a newspaper?
Scan the headlines, Read the big news stories of that day, Reac the editorials, Read what you like, Note down the importan1 points
- b) Collect some recent news articles, critically evaluate a news article by reading between the lines, and make the presentation followed by a question-answer session. Write an essay on any topic of current interest
- c) Identify a business article, frame questions based on it and find their answers.
- d) Gather information on the profile of a famous business person and highlight his/her achievements in brief.

Suggested readings;

- 1) Daily newspapers like Business Standard, Business Line, Economic Times, Financial Express etc.
- 2) Periodicals like Outlook Money, Outlook Business, Business World, MBA Review, HRM Review, Focus WTO etc.

B.Com. With Computer Application D.G.C. Vocational Course

B.Com I Year II Sem.

CA- III Introduction to Tally

1) **Introduction to Tally**

Need of computerised accounting,
accounting software package-Tally and its
advantages opening screen of tally.

2) **Basic accounts**

Company creation, group, ledger,
voucher entry, single mode voucher entry,
accounts voucher printing, daybooks summaries,
Trial balance, final accounts, report printing.

3) **Traders accounts**

Customer supplier, profile, sales purchase Voucher entry,
bills register, sale purchase Summary, bill reference,
outstanding reports.

4) **Advanced financial accounts**

Advanced accounting features, cost category And cost centre,
Voucher types and classes, Bank reconciliation, budget and scenarios,
Voucher class, foreign currency.

5) **Basic Inventory**

Inventory master, Inventory
Voucher, invoicing
Inventory reports, Invoice register, sales purchase analysis, stock journal reports

Reference books :

1. Implementing Tally 9 Asok k nadhani Kisor K Nadhani (Bps)
2. Implementing Tally 7.2 (Bps)

B.Com With Computer Application D.G.C. Vocational Course

B.Com I Year II Sem

CA-IV.OFFICE AUTOMATION (MS-EXCEL &MS-ACCESS)

1. Introduction to MS- Excel

Spreadsheet basics, Adding & Renaming Worksheets, the standard toolbar, Opening, Saving, Closing And more (Moving through cells), adding Worksheet rows & columns, Selecting cells, moving & Copying cells, Formatting toolbars, format cells, dialog box, dates & times;

2. Formulas & Function

Formulas, Linking worksheets, Basic function, Auto sum, basic ascending & descending sorts, Auto fill, Adding clip art, add all image from a file, editing a graph, AutoShapes.

3. Charts

Char wizard, resizing a char, moving a chart, Formatting toolbar, Page properties & printing: page Break, page orientation, margins, Header & Footer, Page numbers print Preview, print, editing a graph

4. Introduction to MS- Access

What is database, Part of an Access window, creating a new database, creating database through table wizard, open and close the database file. Primary Keys, Switching Views, Entering Data Manipulating Data

1. Queries and Forms

Using the Query window, using criteria and saving queries, form design without wizards, Form design toolbar, toolbox toolbar.

2. Reports

Introduction, creating a single-column Report, creating a grouped data repOli, adding a chart to a report.

Reference Books

1. MS-Office 2000 Michael Busby and Russell A. Stultz
2. MS-Office 2000 Sanjay Sexena