

**MANONMANIAM SUNDARANAR UNIVERSITY
TIRUNELVELI**

PG - COURSES – AFFILIATED COLLEGES

Course Structure for M. Com.

(Choice Based Credit System)

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

(44th SCAA meeting held on 30.05.2016)

Sem	Sub No.	Subject status	Subject Title	Hrs/week	Credits	Marks				
						Maximum			Passing minimum	
						Int.	Ext.	Tot.	Ext.	Tot.
III	10	Core - 8	Advanced Corporate Accounting	6	5	25	75	100	38	50
	11	Core - 9	Research Methodology	6	5	25	75	100	38	50
	12	Core - 10	Taxation and Tax Planning	6	5	25	75	100	38	50
	13	Core - 11	E- Commerce	6	5	25	75	100	38	50
	14	Core -12	Human Resources Management	6	5	25	75	100	38	50
IV	15	Core - 13	Advanced Cost Accounting	8	5	25	75	100	38	50
	16	Core - 14	Computerized Accounting Package Tally – 9.0*	8	5	25	75	100	38	50
	17	Elective - 3	Financial Markets	7	5	25	75	100	38	50
	18	Project	Project	7	5	50	50	100	25	50

Note:

For all problems involving paper 60% for problem and 40% for theory questions shall be asked.

ADVANCED CORPORATE ACCOUNTING

Unit I

Advanced Problems in Issue, forfeiture and Redemption of shares & Debentures, underwriting – Valuation of Goodwill and Shares.

Unit II

Amalgamation – Absorption and Reconstruction of companies.

Unit III

Company Final Accounts – Liquidators Final Statement – Accounts of Holding Company.

Unit IV

Accounts of Banking and Insurance Companies – Double Account System.

Unit V

Accounting Standards Meaning, Objectives, Benefits – AS Boards of India – AS issued by ICAI – International Financial Reporting Standards (IFRS) – AS convergence to IFRS Need – Benefits – IFRS in India.

Reference Books :

1. Jain, S.P. & Narang, K.L – Advanced Accountancy, Kalyani Publishers, New Delhi. 2013.
2. Gupta R.L. – Advanced Accountancy, Sultan Chand & Sons, New Delhi.

RESEARCH METHODOLOGY

UNIT – I

Research and research methodology – Methods of social research – Scope for research – Procedures in research – Fact concepts and theory – Scientific method.

UNIT – II

Selection and formulation of research problem – Research design – sampling design – Methods – Sample size determination - Sampling errors – Causes and control – Selection of appropriate method of sampling.

UNIT –III

Methods of data collection – Primary - Questionnaire – Observation methods – Designing questionnaire / Interview schedules – Secondary data.

UNIT - IV

Statistical analysis – Brief Introduction to computer software to do statistical analysis and websites – Diagram – Graphs – Commonly used statistical tools in research – Scaling techniques.

UNIT –V

Processing of data – Analysis of data – Interpreting statistical / Graph data- Research Report – Problems and precautions – Conventions in writing a Research Report – Annexure Bibliography.

Books for reference:

1. Kothari, C.R., Research Methodology: Methods and Techniques, New Age International, New Delhi, 2013.
2. Zikmund, William G., Business Research Methods, Thomson Asia, Singapore,2003.
3. Krishnaswami O.R, “Methodology of Research in social science”, Himalaya publishing House,Mumbai 2003.
4. Copper, Donald R. and Pamela S. Schindler,Business Research Methods, Tata McGraw-Hill,New Delhi,2003.
5. Gupta S.P. (2005) Statistical methods,Sultanchand&sons , New Delhi

TAXATION AND TAX PLANNING

Unit I

Income Tax Act 1961 – Basic Concepts – Capital and Revenue – Residential Status – Incidence of Tax- Exempted Income.

Unit II

Computation of Taxable Income under various heads – Salary – House Property – Profits and Gains of Business or Profession – Capital Gains – Income from other sources.

Unit III

Clubbing of Income – Setoff, set off and carry forward of losses – Deduction from Gross Total Income – Computation of Tax liability.

Unit IV

Assessment, Tax planning and Tax Management of Individual – Hindu undivided family firms and AOPs.

Unit V

IT Authorities – Procedure for Assessment – Collection of Tax – Recovery of Tax and Refunds

Reference Books:

1. H.C.Mehrotra and S.P. Goyal, Income Tax Law and - Practice.
2. K. Raajhavelu– Income Tax Law and Practice – Sri VenkateshwaraPadmawadhi Publications – Walajapet.
3. Dr. VinodSinghania – Income Tax – Taxmann publications Pvt. Ltd.

E-COMMERCE

Unit I:

Introduction to E-Commerce: Meaning, Significance and scope of E-commerce – Traditional Commerce and E-commerce – Advantages and disadvantages of E-commerce - Technical and Non-technical limitations of E-commerce. Online shopping sites in India.

Unit II :

Application of E-commerce : Basic in E-commerce – Introduction to E - commerce Modules – B2B Modules, Advantages and disadvantages of B2B – B2C Modules – Electronic Retailing and malls. The process of electronic shopping, Electronic Catalogs, interactive advertising, and marketing – Benefits and limitations of internet advertising – Impact of E- commerce on business opportunities in E- commerce.

Unit III:

Internet, Intranets and Extranets -Introduction to Internet – Components of Internet – Business use of the Internet – Categories of Internet – Intranet – Advantages and disadvantage of Intranet & Extranet -Relationship between Internet, Intranet and Extranet – Difference between Internet and Extranet-Mobile E-Commerce Technology (M-Commerce).

Unit IV:

Introduction to electronic data inter change [EDI] - definition, benefits of EDI, limitations of EDI, EDI transaction and EDI Application- SMTP,POP and FTP Protocols-Network Layers and TCP/IP Protocols

Unit V:

E-commerce Supporting Functions: Purchase and sale procedure- Supply Chain Management [SCM], Value chains in e-commerce, Value chain management – Electronic Payment system- authentication of payment, mode of payment. Electronic credit and debit cards, smart cards, and electronic cash -Risks in EPS – digital signature, Encryption, electronic certificate, Firewall, secure electronic transaction (SET) –Security issues in E-Commerce- protocols-SSL-SHTTP-Computer Crimes-Security in E-Commerce.

Books Recommended

- 1.E-Commerce and its Applications- U.S.Pandey, Rahul Srinivastava, SaurabhShukla-S.Chand&company Ltd
2. E-commerce – C.S.V. Murthy, Himalaya Publishing House
3. E-commerce – David Whiteley – McGraw Hill
4. E-commerce – P. Joseph – PHI
5. E-commerce – The cutting edge of business – K. Bajaj and Nog TMH.
6. Information Technology in business – J.A. Senn – Prentice Hall

HUMAN RESOURCE MANAGEMENT

Unit –I

Human Resource Management-Meaning – Definition –Objectives –Need – H.R. Planning –H.R. Function – H.R.Philosophy – Strategic Human Resource Management – Trends in HRM –Role of HR managers.

Unit- II

Job Design –Job Analysis – Job Description –job Specification –Recruitment –Source and Techniques – Assessment of Recruitment Programme –Selection –Procedure- Test – Basic Testing Concepts –Types of Test –Interview –Types – Interview Process –Qualities of a Successful Interviewer –Common Interviewing Mistakes –Placement.

Unit –III

Training –Meaning –Importance –Benefits –Need –Training Vs Development – Training Objectives –Principles –Methods –Assessment of Training Needs –Assessment Methods –Management Development –Objectives –Essential Ingredients of the Management Development Programme – Techniques of Management Development - On the Job and Of the Job Techniques –Performance Appraisal –Meaning –Need –Purpose –Methods –Essential Characteristics of an Effective Appraisal System –Uses – Problems –Advantages.

Unit- IV

Job Evaluation –Meaning –Objectives –Principles – Procedures –Methods –Problems –Rewards –Types –Financial Vs Non- Financial Rewards –Salary Administration –Concepts –Need – Objectives –Principles –Elements –Factors Affecting Wage/Salary Levels –Fringe Benefits – Need for Extending Fringe benefits –Objectives –Types –Non Monetary Rewards.

Unit –V

Industrial Relations –Meanings –Characteristics –Objectives –Functions –Conditions-Factors – Actors –HRM Vs IR –Approaches –Trade Union – Meanings – Definition – Characteristics –Functions – Methods of Achievement of Objectives – Union Structure – Problems – Measures to strengthen Trade Union Movement in India –Collective Bargaining – Definition – Characteristics –Importance – Need –Principles –Essential Conditions for the Success of Collective Bargaining –Functions –Collective Bargaining Process –Grievance Procedure and Discipline Procedure.

Books For Reference

1. Human Resource Management- C.B .Gupta. Sultan Chand&Sons
2. Human Resource Management –L .M .Prasad.Sultan Chand &Sons.
3. Essentials of Human Resource Management and Industrial Relations –P. SubbaRao.Himalaya Publishing House.
4. Personal Management – C.B .Memoria, S. V.Gankar .Himalaya Publishing House.
5. Human Resource Management –K. Aswathappa . Tata McGraw Hill Education Private Ltd.

ADVANCED COST ACCOUNTING

Unit I

Costing – Meaning, Definitions- Difference between cost and financial accounts – Analysis of Cost and Cost Centre – Cost concepts - Installation of Cost System – Preparation of cost sheet – Tenders and Quotations.

Unit II

Elements of Costing – Cost determination and Control over Individual elements of Costing – Accounting for Material, labour and overheads.

Unit III

Methods of Costing – Job Costing – Process Costing – Job Costing Vs. Process Costing – Process losses – Inter Process Profit – Equivalent production – Joint products and By Profit Costing.

Unit IV

Contract Costing – Operating Costing – Transport Costing – Objectives – Classification of Costs, Selection of units, ascertainment of costs.

Unit V

Cost Control Accounts – Integrated Costing – Reconciliation of Cost and Financial Accounting – Cost Audit – Programmes and Procedures.

Reference Books :

1. Jain, S.P. & Narang, K.L. Cost Accounting, Kalyani Publishers, Agra. 2003
2. Wilson, M. Cost Accounting, Himalaya Publishing House, Bangalore, 2012.
3. Pillai.R.S.N&Bagavathy Cost Accounting, S.Chand& Co., New Delhi.

COMPUTERIZED ACCOUNTING PACKAGE – TALLY 9.0

Unit-I

Introduction to Tally

New features of Tally 9.0 – Tally screen components – Creating company in Tally – company features – creating accounting ledgers – creating inventory ledgers – creating stock item, stock group, stock category – Creating cost categories and cost centers- types of vouchers- POS –types of Accounting and Inventory vouchers – Trial balance – Final accounts with adjustments.

Unit-II

Value Added Tax

Meaning of VAT –General technologies used in VAT – VAT rates – computation of VAT – VAT classification – ledger creation for VAT – Voucher entry – Input credit adjustments for capital goods- features of composite dealers – VAT composition computation report – VAT composition returns.

Unit-III

TDS,TCS and ST

Features of TDS – creation of ledgers in TDS – account classification of TDS – TDS deduction for advance payment and balance payment – TDS computation report – TDS pending statement – features of TCS – TCS on contracts, license and lease – TCS reports – Features of Service tax – creation of ledgers and input credit adjustment of service tax – service tax reports.

Unit-IV

Excise dealer and BRS

Basic concepts of Excise dealer – creating ledgers, vouchers in Excise dealer – Dealer Excise report – Excise stock register – Bank Reconciliation Statement – Need and importance of BRS – Reasons for the difference between pass book and cash book – process of reconciliation – ledger creation and effective date for reconciliation.

Unit-V

Pay Roll

Features of Tally Pay roll info menu – create pay heads – employee groups – salary details – units of attendance – pay sheet report – pay slip – pay roll statement report – pay roll register – pay roll with PF and ESI.

Reference Books:

1. **A.K. Nadhani and K.K.Nadhani** ,”Implementing Tally”, BPB Publications.
2. **P.Mohan**, “Information Technology for Business”, Himalaya Publishing House.

External: 75 Marks (Practical)

Record Note	= 25 Marks
Program / Procedure writing	15 x 2 = 30 Marks
Debugging	5 x 2 =10 Marks
Result	5 x 2 =10 Marks
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Total	75 Marks
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Note :

- a) There is no external theory examination for this subject. Only practicals shall be conducted as external examination.

But for internal, as like other theory subjects marks shall be awarded as below:

- | | | |
|-----|--|-------------|
| i) | The average of the best two scores of the student from three tests of an hour duration shall be averaged | -- 15 marks |
| ii) | Assignment | -- 4 marks |
| i) | Seminars | -- 6 marks |
| | | ----- |
| | | 25 marks |
| | | ===== |

- b) Practical examination should be conducted by both internal and external examiners

- c) Examiners are requested to select any 2 batches in the morning session and other two in the evening session.

Batch I	Set	A	B	C
Batch II	Set	D	E	F
Batch III	Set	B	D	E
Batch IV	Set	A	C	F

List of Practicals

1. Accounting ledgers and vouchers creation
2. Inventory ledgers and vouchers creation
3. Ledgers and vouchers creation of VAT
4. VAT composite dealers
5. Ledgers and vouchers creation of TDS
6. Ledgers and vouchers creation of TCS
7. Ledgers and vouchers creation of ST
8. Ledgers creation and preparation of BRS
9. Ledgers and vouchers creation of Excise dealer
10. Ledger creation of POS
11. Ledger and vouchers creation of payroll
12. Final account and its adjustments
13. Trial balance

FINANCIAL MARKETS

UNIT –I

Indian Financial Systems

Financial System and its Functions-Financial concepts-Financial Assets-Financial intermediaries-Financial Markets-Classifications-Capital Market-Classification- Money Market –Classification-Foreign Exchange Market-Financial Instruments-Financial System and Economic Development-Weakness of Indian Financial System.

UNIT-II

Money Market

Definition-Characteristics-Objectives-Money market Vs Capital market-Features of a Developed Money market-Importance of Money Market –Composition of Money Market – Call Money Market-Commercial Bill Market-Treasury Bill Market-Money market Instruments- Structure of Indian Money market- Features –Recent Developments.

UNIT-III

New Issues Market

New Issues Market-Meanings- Functions-Methods of floating New Issues- General guidelines for New Issues Principal steps of a Public Issues- Instruments in New Issues Market-Players in New Issues Market- Recent Trends- Advantages and Disadvantages of Primary Market- Stock Exchange-Distinction between New Issues Market and Stock Exchange

UNIT-IV

Secondary Market

Introduction-Services of Stock Exchanges- Organisation of Stock Exchanges in India Traditional Structure of Stock Exchanges- Recognition of Stock Exchanges-Listing of Securities- Registration Procedures of Stock Brokers-On Line Trading- Genuine Trading Vs Speculative Trading- Defects of Indian Secondary market- Recent Developments.

UNIT-V

SEBI, OTCEI and NSE

SEBI- Objectives- Functions- Powers- Organisational set up-SEBI guidelines to- Primary Market-Secondary Market – Foreign Institutional Investors – Bonus Issue- Right Issue- Investors Protection- Recent Reforms-Features of OTCEI- Promoters and Participants- Trading in OTCEI Exchange- Listing Operational High Lights- NSE- Objectives – Features – Stock Exchange Vs NSE Vs OTCEI

Books For Reference

1. Financial Markets and Services .Gardon .Natarajan.Himalaya Publishing House.
2. Banking and Financial Systems.D.M.Mittani. E. Gardon. Himalaya Publishing House.
3. Financial Institutions and Markets. L. M. Bhole,JitendraMahakud. Tata McGraw-Hill education Private Ltd.
4. Merchant Banking and Financial Services, S.Guruswamy, Vijay Nichole Imprints Private Limited
5. Financial Markets and Institutions, S.Gurusamy, Vijay Nichole Imprints Private Limited

MSU / 2016-17 / PG –Colleges / M.Com / Semester –IV/Ppr.no.18 /Project

Major Project