

SYLLABUS

MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI-12

UG - COURSES – AFFILIATED COLLEGESCourse Structure for **B.COM**

(Choice Based Credit System)

(with effect from the academic year 2017- 2018 onwards)

Semester-VI				
Part	Subject Status	Subject Title	Subject Code	Credit
III	Core	Corporate Accounting II	SMCO61	4
	Core	Management Accounting	SMCO62	4
	Core	Industrial Law	SMCO53	4
	Core	Auditing	SMCO64	4
	Major Elective II	Retail Management	SECO5B	4
	Major Project	Major Project	SPCO61	4



Total Marks: 100 Internal Exam: 25 marks + External Exam: 75 marks

A. Scheme for internal Assessment:

Maximum marks for written test: **20 marks**

3 internal tests, each of **1 hour** duration shall be conducted every semester.

To the average of the **best two** written examinations must be added the marks scored in. The **assignment** for 5 marks.

The break up for internal assessment shall be:

Written test- 20 marks; Assignment -5 marks Total - 25 marks

B. Scheme of External Examination

3 hrs. examination at the end of the semester

A – Part : 1 mark question two - from each unit

B – Part : 5 marks question one - from each unit

C – Part : 8 marks question one - from each unit

➤ **Conversion of Marks into Grade Points and Letter Grades**

S.No	Marks	Letter Grade	Grade point (GP)	Performance
1	90-100	O	10	Outstanding
2	80-89	A+	9	Excellent
3	70-79	A	8	Very Good
4	60-69	B+	7	Good
5	50-59	B	6	Above Average
6	40-49	C	5	Pass
7	0-39	RA	-	Reappear
8	0	AA	-	Absent

➤ **Cumulative Grade Point Average (CGPA)**

$$CGPA = \frac{\Sigma (GP \times C)}{\Sigma C}$$

- **GP** = Grade point, **C** = Credit
- CGPA is calculated only for Part-III courses
- CGPA for a semester is awarded on cumulative basis

➤ **Classification**

- First Class with Distinction : CGPA $\geq 7.5^*$
- First Class : CGPA ≥ 6.0
- Second Class : CGPA ≥ 5.0 and < 6.0
- Third Class : CGPA < 5.0



CORPORATE ACCOUNTING II

Objectives

1. To know the preparation of liquidator's final statement of accounts.
2. To prepare the final accounts of banking company in a schedule form
3. To train the students to prepare final accounts under double account system.

Unit I :

Introduction- Liquidator's final statement of accounts.

Unit II:

Accounts of Banking Companies – Rebate on Bills discounted- Final Accounts. (20 hours)

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.

Text Books

1. S.P.Jain & K.L.Narang, Advanced Accountancy, Kalyani Publishers, New Delhi.
2. T.S.Reddy & A.Murthy, Corporate Accounting, Margham Publications, Chennai.

Reference Books

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



MANAGEMENT ACCOUNTING

Objectives

- To familiarise the students with the basic management accounting concepts and their applications in managerial decision- making

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:

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 III:

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.

Unit IV:

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:

Capital Budgeting – Concepts of Capital Budgeting – Importance of Capital Budgeting – Capital Budgeting Process –Traditional methods – Pay- back period method – Net Present Value method -(Simple problems only).

Text Books

- R.S.N.Pillai & Bagavathi, Management Accounting, S.Chand &Company, New Delhi.
- T.S.Reddy & Y.Hariprasad Reddy, Management Accounting, Margham Publications, Chennai.

Reference Books

- Dr.S.N.Maheswari, Principles of Management Accounting, Sultanchand&Sons, NewDelhi.
- S.P.Jain&K.L.Narang, Cost and Management Accounting, Kalyani Publishers, Ludhiana.
- S.P.Iyenger, Cost and Management Accounting, Sultanchand&Sons,



NewDelhi.

6. Murthy, S. Guruswamy, Management Accounting-Theory & Practice, Vijay Nicole Imprints Private Limited , Chennai.



INDUSTRIAL LAW

Objectives

1. To acquaint knowledge on industrial relations framework in our country
2. To study various rights and benefits available to the workmen under the legislations.

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

Text Books

1. N.D . Kapoor, Elements of Mercantile Law, Sultan Chand & Sons.
2. S.M.Sundaram , Business Law / Commercial and Industrial Law, Sree Meenakshi Publication, Karaikudi.

Reference Books

1. Sahanay, H.K, Commercial and Industrial Law, New Central Book Agency.
2. Goswami, V.G , Labour and Industrial Laws, Central Law Agency.
3. Sengupte , Commercial and Industrial Law, New Central Book Agency.
4. S.N. Mithra, Industrial Law.



AUDITING

Objectives

1. To know the importance of audit in commercial and non-commercial organizations.
2. To understand the procedures to be followed while auditing the business organizations.

Unit I:

Introduction – meaning- objectives – difference between accountancy and Auditing – advantages – limitations – audit programme – audit working papers – preliminaries before audit .

Unit II:

Internal check – meaning- objectives – difference between internal control and internal audit – advantages and disadvantages of internal check.

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 – 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.

Text Books

1. Saxana, Reddy and Appannaiah, Text Book of Auditing, Himalaya Publishing House.
2. Dr.T.R. Sharma, Auditing, Sahitya Publication, Agra.

Reference Books

1. B. N. Tandon, Auditing, S. Chand & Co., New Delhi.
2. Dinkar Pagare, Principles and Practice of Auditing, Sultan Chand & Sons, New Delhi.



RETAIL MANAGEMENT

Objectives

1. To explore the functionalities in the retail management
2. To understand the retail management concepts

Unit I:

Introduction to retailing - nature and importance of retailing - contemporary retailing in India and marketing challenges facing retailers - Strategic planning in retailing - owning or managing business - retailing life cycle.

Unit II:

Types of retailing institutions - retailing institutions by ownership - retailing institutions by store based and non-store based - vertical marketing system - traditional retailing.

Unit III:

Strategic planning in retailing - understanding retailing environment - identifying and understanding customers, information gathering.

Unit IV:

Location and organizational decisions - Trading area analysis site selection - organizational pattern in retailing - operational management - financial decisions - use of technology.

Unit V:

Merchandise Management - Buying and handling - product assortment decision - Inventory Management - Merchandise pricing - Merchandise Labelling and packing - Role of atmosphere - retail promotion mix strategy - retail store sales promotion schemes.

Text Books

1. Gibson G. Vedamani, Retail Management: Functional Principles & Practices, Jaico Books.
2. Swapna Pradhan, Retailing Management, Tata McGraw-Hill Publishing Company Limited, New Delhi.

Reference Books

1. Michael Levy and Barton A Weot, Retail Management, McGraw-Hill Irwin.
2. Cox, Roger and Paul Brittain, Retail Management, Prentice Hall, Harlow.



3. Michael Levy, Barton A Weitz, Ajay Pandit, Retailing Management, McGraw-Hill Company.
4. Berman Barry, Evans Joel R., Retail Management: A Strategic Approach, Pentice Hall of India.



PART III - MAJOR PROJECT

Objectives

1. To impart knowledge and develop understanding of research methodology and its applications
2. To study the methods of data collection and its interpretation to develop analytical skills in generalization of things and concepts

Guidelines for group project

1. The topic should be subject related.
2. Each group should consists of a maximum number of 5 students
3. The project report should have minimum 50 pages.
4. Each group must have a guide/ project supervisor.
5. The project should necessarily contain title, statement of the problem, brief and representative review of literature, and objectives of the study, research methodology (sampling, collection of data and tools of analysis), scope / rationale / limitations of proposed study, contents (chapters) and bibliography.
6. The project report must have the following- Cover page, declaration by the guide and candidate, preface and acknowledgement, table of contents, main body (chapters), research instruments (questionnaire), appendix and annexure (if needed) , bibliography.
7. Evaluation will be based on the project report, presentation and viva voce.

