

**VANITA VISHRAM WOMEN'S UNIVERSITY
SCHOOL OF COMMERCE AND BUSINESS MANAGEMENT
DEPARTMENT OF COMMERCE**



**VANITA VISHRAM
WOMEN'S UNIVERSITY**
— SURAT —

**MASTER OF COMMERCE (M.Com.)
PROGRAMME**
in
**ADVANCED ACCOUNTING & FINANCIAL
MANAGEMENT**
**under Learning Outcomes-based Curriculum Framework
(LOCF)**
for Post Graduate (PG) Education

SEMESTER 2
**Core Courses (CC), Department Specific Elective Courses
(DSEC), Generic Elective Courses (GE)**

Syllabus applicable to the students of
M.Com.
w.e.f. the Academic Year 2021-2022

Vanita Vishram Women's University
School of Commerce and Business Management
Course Code: CO21070
M.Com. Semester: II
Core Course – 5: Research Methodology
Credit: 5 (Theory-4 and Practical-1)
w.e.f. AY 2021-22

Objectives:

To help students to

- Acquaint with research procedure to conduct good quality research in the field of their interest.
- Orient with different stages of research process that can help them to conduct their final semester project work in an effective way.
- Develop research aptitude which will help them to take well informed decision in their professional work

Course Content:

Module	Content	Weightage
1.	<u>Introduction</u> <ul style="list-style-type: none"> • Importance of research in different fields • Stages of whole research process • Defining a research problem • Steps to define a research problem • Different types of research design 	25%
2.	<u>Data Types and Data Collection</u> <ul style="list-style-type: none"> • Primary and Secondary data • Methods of Primary and secondary data Collection • Survey research and questionnaire design • Sampling techniques 	25%
3.	<u>Data Analysis</u> <ul style="list-style-type: none"> • Presentation of data through graphs & tables • Measures of central tendency • Measures of variation • Correlation and regression analysis 	25%
4	<u>Report Writing</u> <ul style="list-style-type: none"> • Structure of a Report • Presentation (Writing style) of a report 	15%
5	<u>Practical</u> <ul style="list-style-type: none"> • Practical problem solving • Group activity • Guest lecture 	10%
		100

Reference Books:

Sr. No.	Title	Author/s	Publication
1	Business Research Methods	William G Zikmund et al.	S. Chand (G/L) & Company Ltd
2	Marketing Research : An applied approach	Naresh K. Malhotra and David Birks	Prenticec Hall
3	Business Research Methods	Dr.Sue Greener	Bookboon
4	Research Methodology: Methods and Techniques	C.R. Kothari	New Age International Publishers
6	Introduction to Research Methods 4 th edition: A Practical Guide for Anyone Undertaking a Research Project	Catherine Dawson	Constable & Robinson
7	Research Methodology	R. Panneerselvam	Prentice Hall India Learning Pvt. Ltd.
8	Research Methodology: A step-by-step guide for beginners	Ranjit Kumar	SAGE

Course Outcome(s):

After completion of the course, the student will be able to:

- ✓ Understand importance of research in day to day life and stages of research process
- ✓ Identify research problem and conceptualize whole research process.
- ✓ Understand nature of research problem they are dealing with.
- ✓ Identify ideal source of data acquisition for the research topic.
- ✓ Identify best suited data analytical method for collected data.
- ✓ Write research report in appropriate format.

Vanita Vishram Women's University
School of Commerce and Business Management
Course Code: CO21080
M.Com. Semester: II
Core Course-5 Practical: Research Methodology (Practical)
Credit: 4 (Theory-0 and Practical-4)
w.e.f. AY 2021-22

Objectives:

To help students to

- Acquaint with research procedure to conduct good quality research in the field of their interest.
- Orient with different stages of research process that can help them to conduct their final semester project work in an effective way.
- Develop research aptitude which will help them to take well informed decision in their professional work

Course Content:

Module	Content	No. of Lectures / Hours	Weightage
1.	Preparation of Research Proposal	5	10%
2.	Designing of a questionnaire	5	10%
3.	Referencing Tools in MS Word and through software	10	10%
4.	Data Analysis using Software	16	30%
5.	Research Report Writing	4	40%
		40	100

Reference Books:

Sr. No.	Title	Author/s	Publication
1	Business Research Methods	William G Zikmund et al.	S. Chand (G/L) & Company Ltd
2	Marketing Research: An applied approach	Naresh K. Malhotra and David Birks	Prenticec Hall
3	Business Research Methods	Dr.Sue Greener	Bookboon
4	Research Methodology: Methods and Techniques	C.R. Kothari	New Age International Publishers
6	Introduction to Research Methods 4 th edition: A Practical Guide for Anyone Undertaking a Research Project	Catherine Dawson	Constable & Robinson
7	Research Methodology	R. Panneerselvam	Prentice Hall India Learning Pvt. Ltd.
8	Research Methodology: A step-by-step guide for beginners	Ranjit Kumar	SAGE

Course Outcome(s):

After completion of the course, the student will be able to:

- ✓ Understand importance of research in day to day life and stages of research process
- ✓ Identify research problem and conceptualize whole research process.
- ✓ Understand nature of research problem they are dealing with.
- ✓ Identify ideal source of data acquisition for the research topic.
- ✓ Identify best suited data analytical method for collected data.
- ✓ Write research report in appropriate format.

Vanita Vishram Women's University
School of Commerce and Business Management
Course Code: CO21090
M.Com. Semester: II
Core Course – 6: Indirect Tax Laws
Credit: 5 (Theory-4 and Practical-1)
w.e.f. AY 2021-22

Objectives:

To help learners to:

- Understand Provisions of GST Act relating to Registration, Tax Invoice, Debit and Credit Notes, E-Way bills, accounts and records, GST Returns and refund
- Get an overview of the Customs Act
- Comprehend Foreign Trade Policy

Course Content:

Module	Content	Weightage
1.	<u>GST Provisions on</u> <ul style="list-style-type: none"> • Registration under GST • Tax Invoice, Debit and Credit Note • Accounts, Records and E-way Bill • Payment of Tax • GST Returns 	35%
2.	<u>Customs Law</u> <ul style="list-style-type: none"> • Introduction • Levy & Exemptions • Types of duties • Classification of Goods • Valuation of Goods for Customs • Importation, Exportation and Transportation of Goods • Duty Drawback • Refund 	35%
3.	<u>Foreign Trade Policy</u> <ul style="list-style-type: none"> • Introduction – (Overview of Prevalent Foreign Trade Policy) • Basic Concepts relating to Export Promotion Schemes under FTP 	20%
4.	<u>Practical</u> <ul style="list-style-type: none"> • Field Work / Small Survey / Project • Video Lectures • Academic Guest Lectures by Indirect Tax Practitioners 	10%
		100

Reference Books:

Sr. No.	Title	Author/s	Publication
1	Indirect Taxes – Law & Practice	V. S. Datey	Taxmann Publication
2	Tax Laws including GST & Customs Law	N. S. Zad & Pratik Neve	Taxmann Publication
3	A Comprehensive Guide to Indirect Tax Laws	Vandana Bangar and Dr. Yogendra Bangar	Bangar's
4	Indirect tax Laws	Amrender Kaporati	Bharat's

Course Outcomes:

On successful completion of this course, the learner's should be able to:

- ✓ Have a clear understanding of the provisions of GST relating to Registration, Returns, Maintenance of records, Issuance of Bills
- ✓ Understand the procedure of filing GST returns
- ✓ Understand the Law of Customs
- ✓ Have an overview of the prevalent Foreign Trade Policy in India

Vanita Vishram Women's University
School of Commerce and Business Management
Course Code: CO21100
M.Com. Semester: II
Core Course-6 Practical: e- Accounting –II (Practical)
Credit: 4 (Theory-0 and Practical-4)
w.e.f. AY 2021-22

Objectives:

To help learners to:

- Understand creating entries in the books of account that are compliant with the provisions of GST Act relating to Registration, Tax Invoice, Debit and Credit Notes, E-Way bills, accounts and records, GST Returns and refund using Tally.
- Understand Provisions of GST relating to TDS, TCS and Accounting Data Management and it's entry in accounting records.
- Have a hands-on experience through Tally Accounting Package for generating GST related documents and reports.
- Understand the procedure of GST Returns preparation and filing using Tally.
- Maintain GST Database in Tally
- Entries required for transition to next financial year.

Course Content:

Module	Content	Weightage
1	Goods and Services Tax	30%
	<p>1.1 Introduction to GST</p> <p>1.1.1 Why GST?</p> <p>1.1.2 GST Tax Structure</p> <p>1.1.3 Determination of Tax</p> <p>1.1.4 GST Registration</p> <p>1.1.5 Managing HSN CODE/SAC</p> <p>1.1.6 GST Rate Structure</p> <p>1.1.7 Supply of Goods and Services</p> <p>1.1.8 Invoicing</p> <p>1.1.9 Debit Note, Credit Note/Supplementary Invoice</p> <p>1.1.10 Receipt Voucher</p> <p>1.1.11 Transportation of Goods without Issue of an Invoice</p> <p>1.1.12 Input Tax Credit</p> <p>1.2 E-Way Bill</p> <p>1.2.1 Components of E-WayBill</p> <p>1.2.2 Who must generate E-WayBill</p> <p>1.2.3 Validity of E-WayBill</p> <p>1.2.4 E-Way Bill ProcessFlow</p> <p>1.3 GST e-Invoicing</p> <p>1.3.1 Benefits of e-invoice to thebusinesses</p> <p>1.3.2 DateofimplementingGSTe-invoicing</p>	

	1.3.3	Entities exempted fore-invoices	
	1.3.4	Generating E-Way bill with e-Invoice	
	1.3.5	Modification of e-Invoice	
	1.3.6	Role of e-Invoice in GST Returns	
	1.3.7	Various modes of generating e-invoice	
	1.3.8	Role of IRP ine-Invoice	
	1.3.9	The practice of Generating GST e-Invoice	
	1.3.10	E-invoice Details	
	1.3.11	Invoice Reference Number(IRN)	
1.4		GST in Tally Prime	
	1.4.1	Creation of Company and Activating GST	
	1.4.2	Introducing Capital into the Business	
	1.4.3	Creation of Masters in Tally Prime	
1.5		Hierarchy of Calculating Tax in Transactions	
	1.5.1	Defining GST Rates at Company Level	
	1.5.2	Defining GST Rates at Stock Group Level	
	1.5.3	Defining GST Rates at Stock Item Level	
	1.5.4	Defining GST Rates at Accounting Group Level	
	1.5.5	Defining GST Rates at Ledger Level	
	1.5.6	Defining GST Rates at Transaction Level	
1.6		Recording GST compliant transactions	
	1.6.1	Accounting Intrastate Supply of Goods & Services	
	1.6.2	Accounting Interstate Supply of Goods & Services	
	1.6.3	Accounting Purchase and Sales Returns of Goods with GST	
	1.6.4	Supplies Inclusive of Tax	
1.7		E-Way Bill Report in Tally	
	1.7.1	Export for e-Way Bill Report	
	1.7.2	Exporting Bulk or Consolidated e-Way Bill invoices	
	1.7.3	Update e-Way Bill Information	
1.8		Input Tax Credit Set Off against Liability	
1.9		GST Tax Payment	
	1.9.1	Timeline for payment of GST tax	
	1.9.2	Modes of Payment	
	1.9.3	Challan Reconciliation	
1.10		Generating GST Returns for Regular Dealer in Tally	
	1.10.1	GSTR-1	
	1.10.2	GSTR-3B	
	1.10.3	GSTR-9 – GST Annual Computation	
1.11		Filing GST Returns in Tally	
	1.11.1	Filing GSTR-1 Returns	
	1.11.2	Filing GSTR-3B Returns	
	1.11.3	Filing GSTR-9 Returns - GST Annual Computation	
1.12		Generating e-Invoice in Tally Prime	
	1.12.1	Recording Outward Supply and Generating e-Invoice without e- Way Bill	
	1.12.2	Recording Outward Supply and Generating e-Invoice with e- Way Bill	
	1.12.3	E-Invoice Report	
1.13		Quarterly Return Monthly Payment Scheme	
	1.13.1	Creation of Company and Activating GST in Tally Prime	

	<ul style="list-style-type: none"> 1.13.2 Accounting Intrastate Supply of Goods & Services 1.13.3 Input Tax Credit Set Off against Liability and Tax Payment 1.13.4 Invoice Furnishing Facility (IFF) in QRMP scheme 1.14 Composition Dealer under GST Regime <ul style="list-style-type: none"> 1.14.1 Introduction 1.14.2 Conditions to be satisfied under the scheme 1.14.3 Creation of Company and Activating GST in TallyPrime 1.14.4 Accounting Intrastate and Interstate Supply of Goods 1.14.5 Generating GST Returns for Composition Dealer in Tally 1.14.6 GST Tax Payment 	
2	Tax Deducted at Source	20%
	<ul style="list-style-type: none"> 2.1 Introduction to TDS 2.2 Basic Concepts of TDS 2.3 TDS Process 2.4 TDS in TallyPrime <ul style="list-style-type: none"> 2.4.1 Activation of TDS in TallyPrime 2.5 TDS Statutory Masters 2.6 Configuration of TDS at Different levels <ul style="list-style-type: none"> 2.6.1 Configuration of TDS at Group level 2.6.2 Configuration of TDS at Ledger level 2.7 Recording TDS Compliant Transactions in TallyPrime <ul style="list-style-type: none"> 2.7.1 Expenses Partly Subject to TDS 2.7.2 Booking Expenses and TDS deduction on crossing Exemption Limit 2.7.3 Accounting Multiple Expenses and Deducting TDS later 2.7.4 TDS on Expenses at Lower and Zero Rate 2.7.5 TDS on Expenses at Higher Rate 2.7.6 Recording Transaction when TDS Exemption limit is not crossed 2.8 TDS Exceptions 2.9 TDS Payment to Department <ul style="list-style-type: none"> 2.9.1 Resolving Uncertain Transactions 2.9.2 TDS Outstanding 2.9.3 Payment of Tax to the Income Tax Department 2.9.4 Generating TDS Challan (ITNS 281) 2.9.5 Interest Payment to Income Tax Department on Delayed Tax Payment 2.10 TDS Report <ul style="list-style-type: none"> 2.10.1 Challan Reconciliation 2.10.2 Form 26Q 2.10.3 E-Return 2.11 Changes in TDS rates from 1st April 2021 	
3	Management of Business Data	20%
	<ul style="list-style-type: none"> 3.1 Introduction 3.2 Exporting of data in available formats 3.3 Export and Import of Data <ul style="list-style-type: none"> 3.3.1 Export and Import of Masters from one company to another in XML format 3.3.2 Export and Import of Transactions from one company to another 	

	<p>in XML format</p> <p>3.3.3 Exporting Reports to MS Excel</p> <p>3.3.4 Exporting Reports to PDF</p> <p>3.4 Open Database Connectivity (ODBC)</p> <p>3.5 Printing of Company Logo on Vouchers, Invoices & Reports</p>	
4	Moving to the Next Financial Year	20%
	<p>4.1 Introduction</p> <p>4.2 Changing Current Period and continue voucher entry in the same company data</p> <p>4.3 Company data handling through Export and Import of data</p> <p>4.4 Split Company Data</p> <p>4.5 Create a new company and maintain books of accounts for the new financial year</p> <p>4.6 Creating Group Company Data</p> <p>4.7 Comparative Final Accounts Reports of Two Companies</p>	
5	Business Case Studies-3	10%

Course Outcomes:

On successful completion of this course, the learners should be able to:

- ✓ Have a clear operational understanding of recording transaction in accordance with the provisions of GST Act relating to Registration, Returns, Maintenance of records, Issuance of Bills in Tally
- ✓ Understand the procedure of filing GST returns through Tally.
- ✓ Generate Tax invoices and e-way bill through Tally.
- ✓ Generate various reports relating to GST Accounting and maintain GST Database for future use.

Vanita Vishram Women's University
School of Commerce and Business Management
Course Code: CO21110
B.Com. Semester: II
Core Course – 7: Advance Corporate Accounting
Credit: 5 (Theory-4 and Practical-1)
w.e.f. AY 2021-22

Objective:

To help learners to

- Develop awareness about corporate accounting in conformity with the provision of Companies Act.
- Understand the basic concept and procedure (Accounting treatment) of merger, absorption and Reconstruction (including internal reconstruction)
- make students understand the preparation of Final Accounts of Commercial Bank

Course Content:

Module	Content	Weightage
1	Internal reorganization (Capital Reduction) <ul style="list-style-type: none">• Concepts and accounting under capital reduction	20%
2	Amalgamation, Absorption and External Reconstruction <ul style="list-style-type: none">• Concepts and accounting treatment as per Accounting Standard: 14	30%
3	Final Accounts of Banking Companies <ul style="list-style-type: none">• Non-Performing Assets - Its effect on working of the bank - Remedies to reduce Non - Performing Assets (NPA)• Conceptual theory related to final accounts of Commercial Banks• Final Accounts of Commercial Banking (Including Adjustment)	30%
4	Practical <ul style="list-style-type: none">• Presentation, Project work and Case Study based on financial statements of commercial bank	20%
		100

Reference Books:

Sr. No.	Title	Author/s	Publication
1	Company Accounts	Gupta R.L., Radhswamy M	Sultan Chand and Sons. New Delhi.
2	Corporate Accounting	Maheshwari S.N.	Vikas Publishing House, New Delhi.
3	Corporate accounting	M. Hanif A Mukherji	MC Graw Hill Education (India) Private Limited
4	Modern Accountancy Vol. II	M. Hanif A Mukherji	MC Graw Hill Education (India) Private Limited
5	Corporate accounting for B.Com. (Hons.)	CA Dr. P C Tulsian & CA Bharat Tulsian	S Chand and Company Limited
6	Financial Accounting	Monga J.R., Ahuja, Girish and Sehgal Ashok	Mayur Paper Backs. Noida
7	Advanced Accounts	Shukla M.C., Grewal T.S. and Gupta S.C	S. Chand & Co. New Delhi.
8	Managerial Accounting	Moore C.L. and Jaedicke R.K.	South Western Publishing Co. Cincinnati. Ohio.
9	Advance Accounting	Jain & Narang	Kalyan Publication.
10	Accountancy	Dr. A.N. Agrawal	Kitab Mahal, Agra.
11	Advanced Accountancy	A.C. Tulsian	Tata McGraw Hill.
12	Advanced Accountancy	S.P. Iyengar	Sultan Chand.
13	Modern Accountancy Vol. II	M. Hanif A Mukherji	MC Graw Hill Education (India) Private Limited

Course Outcomes:

On successful completion of the course, students will be able to:

- ✓ Understand and apply Capital reduction scheme under Internal Reorganization of the companies.
- ✓ Understand the basic concept and procedure (Accounting treatment) of merger, absorption and Reconstruction (including internal reconstruction)
- ✓ Solve the practical problems of merger, absorption and Reconstruction
- ✓ Preparing Company Final Accounts of Commercial Bank as per Banking Regulation, 1949.