**MAHARSHI DAYANAND SARASWATI UNIVERSITY, AJMER**

# पाठ्यक्रम

# SYLLABUS

## SCHEME OF EXAMINATION AND COURSES OF STUDY

## FACULTY OF COMMAERCE

## M.Com. (ABST)

M.Com. (Prev.)

## सत्र 2015—16

# महर्षि दयानन्द सरस्वती विश्वविद्यालय, अजमेर

# M.Com. A.B.S.T.
## Scheme of examination

Each Theory Paper                      3 Hrs. Duration 100 Marks

Dissertation/thesis/Survey Report/Field work, if any 100 Maks

1.  The Number of paper and the maximum marks for each paper practical shall be shown in the syllabus for the subject concerned. It will be necessary for a candidate to pass in the theory part as well as in the practical part (Wherever prescribed) of a subject/Paper separately.

2.  A candidate for a pass at each of the Previous and final examination shall be required to obtain (i) atleast 36% marks in the aggregate of all the Paper prescribed for the examination and (ii) at least 36% marks in practical (s) wherever prescribed the examination, provided that if a candidate fails to secure at least 25% marks in each individual paper work, wherever prescribed, he shall be deemed to have failed at the examination not withstanding has having obtained the minimum percentage of marks required in the aggregate for the examination. No division will be awarded at the Previous examination, Division shall be awarded at the end of the Final Examination on the combined marks obtained at the Previous and the Final Examination taken together, as noted below:

    First Division 60% of the aggregate marks taken together of the Previous and Final Examination.

    Second division 48% of the aggregate marks taken together of the previous and Final Examination.

    All the rest will be declared to have passed the examination.

3.  If a candidate clears any paper (s) Practical(s)/Dissertation Prescribed at the Previous and or/final Examination after a continuous period of three years, then for the of working out his division the minimum pass marks only viz 25% (36% in the case of practical) shall be taken into account in respect of such paper(s) Practical(s) Dissertation are cleared after the expiry of the aforesaid period of three years, provided that in case where a candidate requires more than 25% marks in order to reach the minimum aggregate as many marks out of those actually secured by him will be taken in to account as would enable him to make the deficiency in the requisite minimum aggregate.

4.  The thesis/Dissertation Survey Report/Field Work shall be typed & written and submitted in triplicate so as to reach the office of the Registrar at least 3 weeks before the commencement of the theory examination. Only such

candidates shall. be permitted to offer dissertation /Field work/ Survey Report/ Thesis (if provided in the scheme of examination) in lieu of a paper as have secured at least 55% marks in the aggregate of all schemes, irrespective of the no. of papers in which a candidate actually appeared at the examination.

N.B (i) Non-collegiate candidates are not eligible to offer dissertation as per Provision of 170-A.

**DISTRLBUTION OF PAPERS -**

There will be 9 papers in all of these 9 papers 6 papers will be compulsory and three optional. A candidate will be required to offer four compulsory papers in Previous and remaining two compulsory papers and three optional papers in the final examinations. Each paper will be of 100 marks and 3 hours duration. Dissertation in lieu of the paper can be offered at the Final Examination provided that a candidate secures at least 55% marks in the aggregate of previous examination.

## M.Com.-Previous
### (Four Paper-All Compulsory)

Paper -I      Management Accounting and Financial Control.
Paper -II     Research Methodology and Statistical Techniques.
Paper -III    Higher Accounting.
Paper -IV     Security Analysis & portfolio Management.


## M.Com.-Final
### (Five Papers-Two Compulsory and any Three Optional Papers)

Paper -V      Direct & Indirect Taxes.
Paper -VI     Advanced Costing problems.
              Optional Papers (Any three)
Paper -VII    Management and Operational Audit.
Paper -VIII   Accounting Theory.
Paper -IX     Operational Research & Quantitative techniques.
Paper -X      Taxation & Tax Planning.
Paper -XI     Project Planning Appraisal and Control.
Paper -XII    Dissertation (Subject to the Approval of the topic of Survey Work and a candidate being adjudged suitable for undertaking such work).

# M.Com. Previous
## ACCOUNTAN CY AND BUSINESS STATISTICS
### Paper -I: Management accounting and Financial Control

**Duration -3 Hrs.**                                          **Max. Marks-100**

Note: 1. The paper will have at least 60% weightage (Markwise) on practical problems.

2. Question Paper will be divided into 3 parts.

**Part A:** This part contains 10 questions from all three Units of 3 Marks each. All questions are compulsory. Answers limit maximum 50 words per question. Minimum 03 questions from each unit.

**Part B:** This part contains 05 questions from all three Units of 5 Marks each. All questions are compulsory. Answers limit maximum 100 words per question. Minimum 01 question from each unit.

**Part C:** This part contains Total 03 questions Selecting 01 question from each Unit with Internal Choice in each question, having 15 Marks each. Answers limit maximum 400 words per question.

## Unit-I

1. Introduction, meaning, objective, scope and limitations, Function and Organization of Management Accounting. Role of Management Accountant.

2. Financial Statement Analysis: Nature of Financial Statement, need for their analysis techniques of analysis Ratio Analysis, Comparative analysis, common size analysis, trend analysis, funds flow and cash flow statement.

## Unit - II

3. Financing of Capital: Concept of capital with reference to - (i) Sources (Equity V/s Borrowed Capital). (ii) Period (Short-term V/s Long Term capital). (iii) Application Fixed and Working capital). Determination of capital requirements (Short term and long term), factor affecting working capital requirements. Concept and Calculation of return on capital employed. Capitalization over and under Capitalization, Designing of Capital Structure in term of availability of sources of Finance and maximisation of return on Capital employed, Capital gearing, trading on equity, Regulation of Capital issues in India, capital structure theories, dividend policies and theories of dividend, Cost of Capital.

## Unit- III

4.  Installing information system in Business House.
5.  Reporting: Presentation of Accounting and Financial data to Management through reports and statement, interpretation reports and statements, forecasting.
6.  Decision making: the accounting and decisions, establishment decisions, operating decision, financial and Non-Financial consideration.
7.  Capital expenditure decision, leverages.

**Books Recommended:**

1.  J. Batty: Management Accountancy.
2.  R.N. Anthony: Management accounting principles.
3.  Brown and Howard: Principle and Practice of Management Accountancy.
4.  N.K. Kulshrestha : Approach to Management Accounting.
5.  S.N. Chakrabarty: Management Accountancy.
6.  N. Sarkar: Management Accountancy.
7.  Sen Gupta: Management Accountancy.
8.  N. Sarkar: An outline of Management Accountancy.
9.  S.P. Gupta: Management Accountancy (Hindi)
10. J.K. Agarwal an R.K. Agarwal: Prabandhakeeya Lekankan (Hindi) Ramesh Book Dep., Jaipur.

*Books for Reference:*

1.  De-Paula: Management Accountancy in Practice.
2.  Board & Carmichael: A guide to Management Accountancy.
3.  Gillet : Management Accounting for control.
4.  Foulck: Practical Financial Satement Analysis.
5.  R.B. Lewis: Accounting Financial Statement Analysis.
6.  Wheller Geo &. Co. Management Accounting.
7.  Kohler: Accounting for Management.
8.  Gordon & Shillongw : Accounitng-A Management Approach.
9.  Murphy: Management Accounting.
10. Kuchhal : Financial Mangement.
11. S.N.Maheshwari: Management Accounting.
12. Bahadur Murao : Management Accountancy.
13. S.B. Choudhary : Management Accountancy.

## Paper-II: Research Methodology and Statistical Techniques

**Duration -3 Hrs.**                                                **Max. Marks-100**

Note: 1. The paper will have at least 60% weightage (Markwise) on practical problems.

2. Question Paper will be divided into 3 parts.

**Part A:** This part contains 10 questions from all three Units of 3 Marks each. All questions are compulsory. Answers limit maximum 50 words per question. Minimum 03 questions from each unit.

**Part B:** This part contains 05 questions from all three Units of 5 Marks each. All questions are compulsory. Answers limit maximum 100 words per question. Minimum 01 question from each unit.

**Part C:** This part contains Total 03 questions Selecting 01 question from each Unit with Internal Choice in each question, having 15 Marks each. Answers limit maximum 400 words per question.

### Unit-I

Introduction of Research : Nature objects & Utilities. Types of Research, fundamental, applied; research purpose - Explanatory, descriptive, predictive; process of Research-Hypothesis, formulation. Research design -data Sources, Data Collection.

Methods - Statistical Analysis and operation Designs. Review of sampling method. Analysis of research data. Preparation of Report. Chisquare test and Analysis of variance one way and two way, vital statistics.

### Unit-II

Interpolation and extrapolation: Meaning, and importance, Assumptions. Graphics Methods of curve fitting. Algebraic, Binomial, langrages, Newtons Method of advancing Difference, Newton's Method of Divided difference.

Association of Attributes: Meaning, Classification According to Attributes. Method of Calculation of association between attributes. Partial association, Consistence of Data.

Elements of probability: Theorems of simple total and compound probabilities, Mathematical expectation.

### Unit-III

Theoretical Frequency Distributions: Elementary knowledge 0f Normal, binomial and Possion distributions and applications to business problems. Elementary Sampling Theory. Basic ideas: statistic and parameters, sampling and non-sampling errors, Sampling distributions and standard error, sampling

methods. Large and small sample analysis: Sampling of attributes and sampling of variables. Tests of significance Z,T,F.

## Books Recommended:

1. B.N. Gupta: Sankhyiki
2. K.N. Nagar: Sanlthyiki ke Mool sidhant.
3. Neiswanager: Elementary Statistical Method as Applied to Business and Economic Data.
4. Coroxton & Cowden: Applied General Statistics.
5. Croxton & Cowden: Practical Business Statistics.
6. D.N. Elhance: Fundamentals of statistics, Kitab Mahal, Allahbad.
7. माथुर खण्डेलवाल : व्यवसायिक सांख्यिकी –अजमेरा बुक कंपनी;
8. Chaudhary, C.M.Research Methodology.

## Books for Reference:

1. Mills F.O. : Statistics Methods/Applied to Economics and Business.
2. Waugh, A.E.: Elements of Statistical Methods
3. Yule, GU. and M.G. endal: An introduction to the theory of statistics.
4. Regglemen, J.R. & L.K. Farisuce: Business Statistics.
5. Spurr W.A.L.S. Kellog & J.H. Smith: Business and Economics and Statistics.
6. Wessel & Wdware R. Wiler: Statistics as Applied to Economics and Business.
7. Lewis, E.E.: Methods of Statistical Analysis in Economics and Business.
8. Walbos and Robers : Statistics A New Approach.
9. Tuttle: Elementary Business and Economics Statistics.
10. Frued and William: Modern Business Statistics.

## Paper-III: Higher Accounting

**Duration -3 Hrs.**                                    **Max. Marks-100**

Note: 1. The paper will have at least 60% weightage (Markwise) on practical problems.

2. Question Paper will be divided into 3 parts.

**Part A:** This part contains 10 questions from all three Units of 3 Marks each. All questions are compulsory. Answers limit maximum 50 words per question. Minimum 03 questions from each unit.

**Part B:** This part contains 05 questions from all three Units of 5 Marks each. All questions are compulsory. Answers limit maximum 100 words per question. Minimum 01 question from each unit.

**Part C:** This part contains Total 03 questions Selecting 01 question from each Unit with Internal Choice in each question, having 15 Marks each. Answers limit maximum 400 words per question.

### Unit-I
1. Determination and disposal of profits with special reference to Companies Act-1956 (Including managerial remeneration)
2. Accounting for Price level changes with special reference to inflation-meaning, Significance and limitations. Various Approaches and methods. partial and total revaluations. Special study of problems related to valuation of inventories and deprecation. Accounting under changing prices level. Valuation of Intangible assets according to A.S.26.
3. Accounting for Agriculture and Agriculture farms, Hotel Accounting. Accounting for Investment & Stock Market Transaction.
4. Value added statement, Economic Value Added and market value added.

### Unit-II
5. Internal & External Reconstructions, formulation of scheme and recording in the books of accounts: Problems related to amalgamation and absorption of Companies.
6. Accounts of holding and Subsidiary companies under the Companies Act, 1956. Preparation of consolidated Balance Sheet and Profit & Loss Accounts. Problems of Demerger.

### Unit - III
7. Accounts of Companies in Liquidation.
8. Final Accounts of Banking and Insurance Companies (Excluding Life Insurance)
9. Human Resources Accounting, Social Accounting (Elementary Knowledge)
10. Indian Accounting Standards (1 to 30)
11. International Accounting Standards (Elementry knowledge), Balance score card.

### Books Recommended:
1. R.R. Gupta Advanced Accountancy.
2. Shukla & Grewal : Advanced Accounts.
3. R.L. Gupta: Advanced Accountancy & Theory Methods and Application.
4. Chakrabarty: Advance Accountancy.
5. A.N. Agarwal: Higher Science of Accountancy.

6. J.R. Batliboi: Advance Accountancy.
7. डॉ. एम.सी.खण्डेलवाल –उच्चतर लेखांकन (रमेश बुक डिपो)
8. Chaturvedi T.N.: Goverment Accounting & Budgeting IPA. New Delhi.

*Books for Reference:*
1. Pickles: Accountancy.
2. Spicer & Pegler : Book-Keeping and Accounts.
3. Moonlitz and Sprause : Principles of Accounting.
4. H .P. Finney : Principles of Advanced Accountancy.
5. Crocton, Smith & Brown: Advanced Accounting.
6. Adornson: Valuation of Shares.
7. Laser J.K.: Hand Book of Accounting Methods.
8. Security Analysis & Port folio Management.

## Paper IV – Security Analysis & Portfolio Management

**Duration -3 Hrs.**                                                    **Max. Marks-100**

Note: 1. The paper will have at least 60% weightage (Mark wise) on practical problems.

2. Question Paper will be divided into 3 parts.

**Part A:** This part contains 10 questions from all three Units of 3 Marks each. All questions are compulsory. Answers limit maximum 50 words per question. Minimum 03 questions from each unit.

**Part B:** This part contains 05 questions from all three Units of 5 Marks each. All questions are compulsory. Answers limit maximum 100 words per question. Minimum 01 question from each unit.

**Part C:** This part contains Total 03 questions Selecting 01 question from each Unit with Internal Choice in each question, having 15 Marks each. Answers limit maximum 400 words per question.

### Unit-I

Investment : Mode, classification, scope and principles of portfolio management, financial assets, derivatives, options, futures and forwards, swap, shares, debentures, Inovative debt investruments; Securities Market: primary and secondary, listing of securities, Public issue: SEBI guidelines, book building, OTCEI.

### Unit-II

Depository system and dematerialisation, NSDL, CDSL, Depository Act-1996; fundamental analysis, technical analysis, various theories, Efficient market theory.

## Unit-III

Risk and return: - Portfolio Analysis Various Models, capital market theory, CAPM, Arbitrage pricing theory, single factor model, multiple factor model, portfolio performance evaluation, various Models.

### *Books Recommended:*

1. M.R.Agarwal : Security Analysis & Portfolio Management (Garima, Jaipur)
2. V.K. Bhalla : Security Analysis & Portfolio Management (Sultan Chand, New Delhi
3. Preeti Singh : Investment Management (Himalya)
4. गुप्ता, जोशी, गुप्ता : प्रतिभूति विश्लेषण व पोर्टफोलियों प्रबंध (कल्याणी पब्लिशर्स,नई दिल्ली )
5. बी.पी.अग्रवाल : प्रतिभूति विश्लेषण (साहित्य भवन, आगरा)
6. बी.पी.अग्रवाल : विनियोग प्रबंध (साहित्य भवन, आगरा)

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