



Bachelor of Business Administration
B.B.A (ITM) Semester-IV

Course Code	UM04CBB172	Title of the Course	Cost & Management Accounting -II
Total Credits of the Course	03	Hours per Week	03

Course Objectives:	To understand fundamentals of cost accounting and application of costing for managerial decisions To understand basics of management accounting and its application for management professionals
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Course Content		
Unit	Description	Weightage*(%)
1.	Reconciliation of Cost and Financial Accounts (Theory & Examples) <ul style="list-style-type: none">• Need for Reconciliation• Reasons for Disagreement in Profit• Methods of Reconciliation• Problems on Preparation of Reconciliation Statement	25%
2.	Material & Labour Cost (Theory & Examples) Material: <ul style="list-style-type: none">• Definition and types of Material• Material Control & its Techniques : ABC Analysis, VED Analysis (Theory) • Setting stock levels: Average Level, Maximum Level, Minimum Level, Reorder Level Danger Level, , Economic Order Quantity (Reordering quantity) (examples) Labour: <ul style="list-style-type: none">• Meaning, Features of good wage system• Various wage system: Time Wage, Piece Wage, Incentive Wage plans: Halsey Plan, Rowan Plan, Taylor Plan (Theory Only)• Examples based on: Time Rate as per Halsey and Rowan Method only• Labour Turnover: Meaning and causes (Theory)	25%





3.	Overhead Expenses (Theory & Examples) <ul style="list-style-type: none"> • Classification of Overhead • Apportionment & Absorption of Overhead • Apportionment of Service Department Overheads using Repeated Distribution Method • Machine Hour Rate (Theory) 	25%
4.	Budget and Budgetary Control (Theory & Examples) <ul style="list-style-type: none"> • Meaning & Definition of Budget & Budgetary Control • Objectives of Budgetary Control • Advantages & Limitations of Budgetary Control • Preparation of Cash Budget & Flexible Budget 	25%

Teaching-Learning Methodology	The course would be taught /learnt through ICT (e.g Power Point presentation, Audio-Visual Presentation),lectures, group discussions, assignments and browsing e- resources
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Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / MCQ (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quiz, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

Course Outcomes: Having completed this course, the learner will be able to	
1.	Understand how to reconcile profit as per records of cost accounting and financial accounting and find out reasons for disagreement in profit.
2.	Calculate material and labour cost and how to determine reorder quantity.
3.	Learn calculation of overhead/indirect cost and its allocation among different departments using suitable basis.
4.	Preparation of Cash budget and Flexible budget.





Suggested References:

Sr. No.	References
1.	Arora M. N. (2004), A Textbook of Cost Accountancy, Vikas Publishing House Pvt. Ltd., New Delhi.
2.	Jain S. P. and Narang K. L. (2008), Cost Accounting, Kalyani Publishers, New Delhi
3.	Gupta Kamal (2007), Contemporary Auditing, Tata McGraw Hill Publishing Co. Ltd., New Delhi.
4.	Kishore R. M. (2007), Advanced Management Accounting, Taxman Allied Services (P) Ltd, New Delhi.
5.	P. Periasamy (2011), A Textbook of Financial Cost & Management Accounting, Himalaya publishing House, Mumbai

