

**POST GRADUATE DEPARTMENT OF M.COM.(FINAL) EXTERNAL COURSE
FOR THE ACADEMIC YEAR 2008-2009 [SUBJECT : ADVANCE COST ACCOUNTING – PAPER – I]**

No	Chapter Name	Chapters	English Medium	Gujarati Medium
			Name of Reference Book and Page No:	Name of Reference Book and Page No:
1.	Cost Accounting	<ul style="list-style-type: none"> - Evaluation of Cost Accounting - Meaning: Cost, Costing, Cost Accounting, Cost Accountancy - Objectives - Cost Accounting and Financial Accounting - Advantages - Disadvantages - Installation of Cost Accounting - Cost Unit, Cost Centre, Profit Centre - Classification of Costs - Special Cost for Managerial Decisions (in brief): Relevant Cost, Sunk Cost, Differential Cost, Marginal Cost, Out of Pocket Cost, Imputed Cost, Future Costs, Conversion Costs, Production Costs. 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: I-3 to 52 2) Cost Accounting – M N Arora (2000) Page No.: 1.1 to 1.32 3) Cost Accounting – S P Iyengar (1994) Page No.: 1 to 63 	Please refer English Book
2	Cost Control and Cost Reduction	<ul style="list-style-type: none"> - Concepts - Techniques - Tools - Value Analysis 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: V-334 to 342 2) Cost Accounting – M N Arora (2000) Page No.: 18.1 to 18.3 	Please refer English Book
3	Cost Accounting Records	<ul style="list-style-type: none"> -Cost Ledgers -Reconciliation of Cost Account and Financial Account-(Theory Only). -Integral Accounting – Theory, Examples 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: III-3 to 82 2) Cost Accounting – M N Arora (2000) Page No.: 11.1 to 11.36 	Please refer English Book

4	Methods of Costing	<ul style="list-style-type: none"> - Methods and Techniques of Costing - Specific Order Costing (Theory and Examples). 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: IV-67 to 97 2) Cost Accounting – M N Arora (2000) Page No.: 5.1 to 5.31 	Please refer English Book
5	Marginal Costing and Break-Even Analysis	<ul style="list-style-type: none"> - Marginal Cost - Marginal Costing - Absorption Costing - Direct Costing - Cost-Volume-Profit Analysis - Break Even Analysis: Assumptions - Application of Marginal Costing - Decisions Regarding: Sales-Mix, Make or Buyetc. 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: V-3 to 137 2) Cost Accounting – M N Arora (2000) Page No.: 15.1 to 16.59 	Please refer English Book
6	Budgeting	<ul style="list-style-type: none"> - Introduction, - Financial Planning - Classification of Budgets - Control Ratios - Performance Budgeting, Zero Based Budgeting 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: V-202 to 207 2) Cost Accounting – M N Arora (2000) Page No.: 13.1 to 13.51 3) Management Accounting – Ravi M. Kishore Page No.: - 1.191-1.196 	Please refer English Book
7	Standard Costing and Variance Analysis	<ul style="list-style-type: none"> - Standard Costing As a Control Technique; - Setting of Standards and Their Revision; - Variance Analysis-Meaning, - Importance - Kinds of Variances - Uses of Material Variances, Labour variance, Overhead Variance, sales and Profit Variances; - Disposal of Variances; Reporting of Variances 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: V-244 to 333 2) Cost Accounting – M N Arora (2000) Page No.: 14.1 to 14.78 	Please refer English Book

8	Accounting Standards	<ul style="list-style-type: none"> -AS2 Valuation of Inventory (Revised) -AS6 Depreciation Accounting (Revised) 	Contemporary Auditing – Kamal Gupta (6th Edition, 2005) Page No.: 1231 - 1236 and 1255 - 1266	Please refer English Book
9	Cost Audit	<ul style="list-style-type: none"> -Meaning -Types -Advantages -Disadvantages -Auditing Techniques - Cost Audit Programme - Cost Auditors: - Functions - Appointment: Qualification, Disqualification, Rights Duties Responsibilities - Cost Audit V/s Financial Cost Audit - Cost Audit Report and Financial Audit Report - Cost Audit and Cost Investigation - Cost Audit in India - Cost Accounting Records: General Features of Cost Accounting Records - The Cost Audit (Report) 1996, Forms of Cost Audit Report, Annexures to the Cost Audit Report - Sachar Committee’s Report 	<ul style="list-style-type: none"> 1) Cost Accounting – Jain & Narang (2005) Page No.: V-343 to 365 2) Cost Accounting – M N Arora (2000) Page No.: 18.4 to 18.7 	Please refer English Book
10	Contemporary Issues in Cost Accounting	<ul style="list-style-type: none"> - Activity-Based Costing - Life Cycle Costing - Target Costing - Value Chain Analysis 	1) Advanced Cost and Management Accounting - V. K. Saxena & C. D. Vashist (2006) Page No.: 22.1 to 22.24	Please refer English Book

POST GRADUATE DEPARTMENT OF EXTERNAL COURSES
M. COM. (FINAL)
ADVANCE MANAGEMENT ACCOUNTING - II

Sr. No.	Chapter Name	Name of Topic & Sub Topic	English Medium		Gujarati Medium	
			Name of Book & Details of Book	Page No.	Name of Book & Details of Book	Page No.
1.	Management Accounting	<ul style="list-style-type: none"> • Evolution • Concept • Scope • Functions • Tools & Techniques • Principles • Financial Accounting, Cost Accounting & Management Accounting – Comparison • The Management Accountant • Limitations • Decision Making – Meaning & Process 	Management Accounting & Financial Control S. N. Maheshwari, Sultan Chand & Sons 15 th Edition, 2006	A – 3 – 19	ઉચ્ચતર નામા પદ્ધતિ- ૪ ટી. જે. રાણા બી. એસ. શાહ પ્રકાશન ૨૮મી આવૃત્તિ ૨૦૦૬-૨૦૦૭	૧ થી ૧૪
2.	Current Issues in Management Accounting	<ul style="list-style-type: none"> • Accounting for Price Level Changes <ul style="list-style-type: none"> ▫ Introduction ▫ Inflation Accounting ▫ Limitations of Historical Financial Statement ▫ CCA & CPP – Preparation of Price Level Adjustment Financial Statement – Examples ▫ Advantages & Disadvantages 	Management Accounting & Financial Control S. N. Maheshwari Sultan Chand & Sons 15 th Edition, 2006	C – 72 – 112	--- --	---
			Management Accounting N. K. Kulshreshtha 1 st Edition, 1997	948 – 958		
		<ul style="list-style-type: none"> • Human Resource Accounting <ul style="list-style-type: none"> ▫ Concept ▫ Objectives ▫ Importance ▫ Valuation of HRA – Examples ▫ Disclosure and Recording in Financial Statement ▫ Human Resource Accounting in India 	Management Accounting & Financial Control By Dr. S. N. Maheshwari Sultan Chand & Sons 15 th Edition, 2006	E – 140 – 153	--- --	---

Sr. No.	Chapter Name	Name of Topic & Sub Topic	English Medium		Gujarati Medium	
			Name of Book & Details of Book	Page No.	Name of Book & Details of Book	Page No.
		<ul style="list-style-type: none"> • Social Accounting <ul style="list-style-type: none"> ▫ Introduction ▫ Objectives ▫ Micro & Macro Approach ▫ Socio – Accounting Reporting ▫ Social Accounting in India • Environmental Accounting <ul style="list-style-type: none"> ▫ Meaning & Definition ▫ Approaches ▫ Merits & Demerits ▫ Problems of Environmental Accounting ▫ Environmental Accounting Practices in India 	<p>Mgmt. A/c. & Fin. Control S. N. Maheshwari Sultan Chand & Sons 15th Edition, 2006</p> <p>Management Accounting N. K. Kulshreshtha 1st Edition, 1997</p> <p>Environmental Accounting Gupta & Das Wheeler Publisher New Delhi</p>	<p>– 157 – 160</p> <p>962 – 973</p> <p>– – – –</p>	<p>– – – –</p> <p>– – – –</p> <p>– – – –</p>	<p>– – –</p> <p>– – –</p>
		<ul style="list-style-type: none"> • Responsibility Accounting <ul style="list-style-type: none"> ▫ The Conceptual Dimension ▫ Cost Allocation in Responsibility Accounting ▫ Types of Responsibility Centers ▫ Techniques, Factors and Process ▫ Performance Appraisal : Meaning, Techniques & Factors 	<p>Management Accounting M. N. Arora Himalaya Publishers 1st Edition, 2004</p>	<p>9.1 – 9.46</p>	<p>ઉચ્ચતર નામા પદ્ધતિ- ૪ ટી. જે. રાણા બી. એસ. શાહ પ્રકાશન ૨૮મી આવૃત્તિ ૨૦૦૬-૨૦૦૭</p>	<p>૧૨૪/૯ થી ૧૨૪/૨૪</p>
3.	Management Control Systems	<ul style="list-style-type: none"> • Introduction • Management Control & Strategic Planning • Operational Control • Management Control Process • Budgeting – Theory & Examples • Reporting – Models, Requisites, Steps, Preparation of Report-Examples, Review of Report • Mgmt. Control System in Profit & Non-Profit Organization 	<p>Accounting for Manager Jawaharlal Himalaya Publishing House New Delhi</p>	<p>704 – 712</p>	<p>ઓડિટીંગના સિદ્ધાંતો ટી. જે. રાણા ૨૪મી આવૃત્તિ ૨૦૦૫-૨૦૦૬</p>	<p>– – –</p>
4.	Evaluation of Internal Control	<ul style="list-style-type: none"> • Meaning and Need for Evaluation of Internal Control • Internal Control on Various Accounting Functions <ul style="list-style-type: none"> ▫ Cash & Bank Balances ▫ Purchases & Stock ▫ Fixed Assets ▫ Investment 	<p>Contemporary Auditing Kamal Gupta Tata McGraw Hill Publishing House Company Ltd. New Delhi 3rd Edition</p>	<p>441 – 468</p>	<p>ઓડિટીંગના સિદ્ધાંતો ટી. જે. રાણા ૨૪મી આવૃત્તિ ૨૦૦૫-૨૦૦૬</p>	<p>૮૨ - ૯૮</p>

Sr. No.	Chapter Name	Name of Topic & Sub Topic	English Medium		Gujarati Medium	
			Name of Book & Details of Book	Page No.	Name of Book & Details of Book	Page No.
5.	Management Audit	<ul style="list-style-type: none"> • Concept • Objectives • Aspects of Management Audit • Significance and Scope • Problems of Management Audit 	Management Accounting N. K. Kulshreshtha 1 st Edition, 1997	978 – 982	--- --	---
6.	Audit Under Computer Systems	<ul style="list-style-type: none"> • Meaning of Computer, Data & Info. and Data Processing • Coding & Classification • Types of Computer Processing • Auditing Problems in E. D. P. Records • E. D. P. Accounts Records • Role of Computer in Accounting • Methods of Computer Data Processing 	Management Accounting & Financial Control S. N. Maheshwari Sultan Chand & Sons 15 th Edition, 2006	E – 163 – 180	નાણાંકીય હિસાબી પદ્ધતિ ટી. જે. રાણા બી. એસ. શાહ પ્રકાશન ૩૬મી આવૃત્તિ	૩૨૧ થી ૩૫૮

REFERENCES:

- (1) Management Accounting & Financial Control
S. N. Maheshwari, Sultan Chand & Sons, New Delhi.
- (2) Contemporary Auditing
Kamal Gupta, Tata McGraw Hill Publishing House Company Ltd., New Delhi.
- (3) Environmental Accounting
Gupta & Das, Wheeler Publisher, New Delhi.
- (4) Principles of Management Accounting
Man Mohan & Goyal, Sahitya Bhavan, Agra.
- (5) Management Accounting – Concepts & Cases
N. K. Kulshreshtha, Tata McGraw Hill Publishing House Company Ltd., New Delhi.
- (6) Accounting for Managers
Jawaharlal, Himalaya Publishing House, New Delhi.
- (7) Management Accounting (Theory, Problems & Solutions)
M. N. Arora, Himalaya Publishing House, New Delhi.
- (8) Management Accounting
J. Madegowda, Himalaya Publishing House, New Delhi.
- (9) ઉચ્ચતર નામા પદ્ધતિ – ૪
ટી. જે. રાણા, બી. એસ. શાહ પ્રકાશન, ૨૮મી આવૃત્તિ. ૨૦૦૬-૨૦૦૭.
- (10) ઓડિટીંગના સિદ્ધાંતો
ટી. જે. રાણા, બી. એસ. શાહ પ્રકાશન, ૨૪મી આવૃત્તિ. ૨૦૦૫-૨૦૦૬.
- (11) નાણાંકીય હિસાબી પદ્ધતિ (જનરલ)
ટી. જે. રાણા, બી. એસ. શાહ પ્રકાશન, ૩૬મી આવૃત્તિ. ૨૦૦૬-૨૦૦૭.

**POST GRADUATE DEPARTMENT OF M.COM.(FINAL) EXTERNAL COURSE
FOR THE ACADEMIC YEAR 2008-2009 [SUBJECT: TAXATION – PAPER – III]**

No	Chapter Name	Chapters	English Medium	Gujarati Medium
			Name of Reference Book and Page No:	Name of Reference Book and Page No:
1.	Direct Tax Planning	Meaning Tax Planning Vs Tax Evasion Tax Management Tax Implications in Planning The Legal status of business unit, firm, private limited company and public limited company Tax Planning in respect of different Heads of Income Tax Implications in International Joint Ventures Tax Aspects of Mergers and Amalgamations New Industrial Establishment and Tax planning (Location, Nature, and Forms)	Direct Taxes- Law and Practices , Ahuja Girish and Gupta Ravi, Bharat Publication, New Delhi Page No: 1397 to 1407	Please refer English Book
2	Tax Consideration and Management Decisions	Tax Consideration arising with regard to Specific Management Decisions for... Make or buy Own or lease Retain or replace Repair of scrap or return Export Vs local Sales Shutdown or continue Expand or contract Merger and acquisition New capital investment, tax explanations Vs Deductions under chapter VI	Direct Taxes – Law and Practices –Singhania V. K., Taxmann Publication, New Delhi. Page No: 1107 to 1111 and related paragraphs	Please refer English Book

3	Tax Incentives and Promotions	Tax incentives and Export promotions Tax aspects of Investment Tax implications in Developing Capitalization Structure and (a) Short term loans (b) Deposits from public (c) Term loan (d) Bonus issues (e) Dividend policy.	Direct Taxes – Law and Practices –Singhania V. K., Taxmann Publication, New Delhi. Page No: 1106 and related paragraphs	Please refer English Book
4	Tax Planning and Financial Management Decision	Tax planning relating to... Capital Structure decision Dividend Policy Inter-corporate Dividends Bonus Shares	Direct Taxes – Law and Practices –Singhania V. K., Taxmann Publication, New Delhi. Page No: 1106 to 1107 and related paragraphs	Please refer English Book
5	Assessment of Firms:	Meanings of Firm, Partner, and Partnership Restrictions on Remunerations/interest Deductions from Gross Total Income Other related issued Examples	Direct Taxes- Law and Practices , Ahuja Girish and Gupta Ravi, Bharat Publication, New Delhi Page No: 824 to 845 and related paragraphs	Please refer English Book
6	Taxation of Companies	Definitions Taxable income & tax liability -how to compute? Carry forward & set-off losses in case of certain companies Minimum Alternate Tax (Section 115 J A). Examples based on MAT.	Direct Taxes- Law and Practices , Ahuja Girish and Gupta Ravi, Bharat Publication, New Delhi, Page No: 939 to 960 and related paragraphs	Please refer English Book
7	Tax Management	Return of income & assessment (Various Types of Return and Assessment) PAN	Direct Taxes – Law and Practices –Singhania V. K., Taxmann Publication, New	Please refer English Book

		Forms and Filing of Returns Penalties & Prosecutions Advance Payment of Tax Interest TDS Appeals & Revisions Refund Settlement of cases	Delhi., Page No: 830 to 1025	
8	Tax Audit	Concept Objectives Compulsory Tax Audit Tax Auditor Tax Audit Report Audit under different sectors and Area Selective Tax Audit u/s 142 (2A).	Contemporary Auditing – Kamal Gupta Page No: 909 to 946	Please refer English Book

**POST GRADUATE DEPARTMENT OF M.COM.(FINAL) EXTERNAL COURSE
FOR THE ACADEMIC YEAR 2008-2009 [SUBJECT : ADVANCE FINANCIAL MANAGEMENT – PAPER – IV]**

No	Chapter Name	Chapters	English Medium	Gujarati Medium
			Name of Reference Book and Page No:	Name of Reference Book and Page No:
1.	Investment Portfolio Management	<ol style="list-style-type: none"> 1. Meaning of Investment 2. Investment and Speculation 3. Speculation and Gambling 4. Meaning of Investment Portfolio 5. Meaning of Investment Portfolio Management 6. Classification of Investors 7. Factors Affecting Investment Decisions 8. Identification of Industries With Growth Potential 9. Fundamental Versus Technical Approaches 10. Timing of Investment Decisions 11. Systematic Risk and Unsystematic Risk 12. Risk Free Security and Risky Security 13. Capital Market Line and Security Market Line 	Source: Management Accounting and Financial Control, Dr. S N Maheswari Page D-352 to D377 Sultanchand Publication	Please refer English Book
2	International Financial Management	<ol style="list-style-type: none"> 1. World Monetary System 2. Foreign Exchange Markets and Rates 3. International Parity Relationships 4. International Capital Budgeting- Examples 5. Financing Foreign Operations 6. Raising Foreign Currency Finance 7. Financing Exports 8. Insuring Exports 9. Documents in International Trade 10. Foreign Exchange Exposure 11. Management of Foreign Exchange Exposure 	Source: Financial Management, Prasanna Chandra P.985 to 1018	Please refer English Book

3	Corporate Restructuring	<ol style="list-style-type: none"> 1. Meaning of Corporate Restructuring 2. Objectives of Corporate Restructuring 3. Forms of Corporate Restructuring 4. Mergers, Amalgamations & Acquisitions 5. Financial Considerations in Mergers, Amalgamations and Acquisitions 6. Legal and Procedural Aspects of Amalgamations or Acquisitions 7. Diversification Versus Disinvestment Strategies 8. Tax Implications 	Source: Management Accounting and Financial Control, Dr. S N Maheswari Page E-113 to E139	Please refer English Book
4	Financial Management in public sector enterprises	<ol style="list-style-type: none"> 1. Capital Budgeting 2. Long-Term Financing 3. Working Capital Management 4. Memorandum of Understanding 5. Financial Controls 6. Privatisation 	Source: Financial Management, Prasanna Chandra P.1020 to P 1031	Please refer English Book
5	Financial Management in Sick Units	<ol style="list-style-type: none"> 1. Definition of Sickness 2. Causes of Sickness 3. Symptoms of Sickness 4. Prediction of Sickness 5. Revival of a Sick Unit 6. Turnaround Stories 	Source: Financial Management, Prasanna Chandra P.1032 to 1047	Please refer English Book
6	Corporate Risk Management	<ol style="list-style-type: none"> 1. Why total Risk Matters? 2. Measurement of Risk in Non-Financial Firms 3. Principals of Hedging 4. Hedging with Forward Contracts 5. Hedging with Futures Contracts 6. Hedging with Swaps 7. Hedging with Option Contracts 8. Insurance 9. Evolution of Risk Management Tools 	Source: Financial Management, Prasanna Chandra P.1048 to 1078	Please refer English Book

		<ul style="list-style-type: none"> 10. Financial Engineering and Corporate Strategy 11. Risk Management Practices 12. Guidelines for Risk Management 13. Case Studies in Risk Management 		
7	Financial Services	<ul style="list-style-type: none"> 1. Importance 2. Need 3. Scope 4. Financial Services in India 5. Types of Financial Services 		Please refer English Book
8	Venture Capital Financing	<ul style="list-style-type: none"> 1. Introduction 2. Nation of Venture Capital 3. Development of Venture Capital in India 4. Venture Capital Investment Process 5. Methods of Venture Financing 6. Disinvestment Mechanisms 7. Fiscal Incentives 8. Future Prospects of Venture Financing 	Source: Financial Management, I M Pandey P.1074 to 1092 Vikas Publishing house	Please refer English Book
10	Financial Statement Analysis	<ul style="list-style-type: none"> 1. Meaning 2. Objectives of Financial Statement 3. Nature of Financial Statement 4. Analysis & Interpretation 5. Objectives & Significance 6. Techniques of Financial Analysis 7. Corporative Financial Statement 8. Financial Statement 9. Trend Analysis 10. Classification / Types 11. Cash Flow Statement (as per AS. 3) 12. Fund Flow Statement 13. Ratio Analysis 	Source: Management Accounting and Financial Control Dr. S N Maheswari Page: B3 to B170	Please refer English Book