

# **TRIPURA UNIVERSITY**

**(A Central University)**

**Suryamaninagar**

## **SYLLABUS**

### **OF**

## **Commerce**

**(General & Major)**

## **Semester-I & II**

**Year 2014**



# **TRIPURA UNIVERSITY**

**(A Central University)**

**Suryamaninagar**

**SYLLABUS**

**OF**

**Commerce**

**(General)**

**Semester-I & II**

**Year 2014**

## B.Com. General Course

SEM-I	
Code	Subject
FNDC1	English
C1P1	Principles of Management
C2P1	Business Laws
C3P1	Principles & Practice of Accounting
SEM-II	
Code	Subject
FNDC2	Modern Indian Language and History of Arts & Culture
C1P2	Business Economics and Business Mathematics
C2P2	Corporate Laws
C3P2	Elements of Cost Accounting
SEM-III	
Code	Subject
FNDC3	Environmental Studies
C1P3	Indian Financial System
C2P3	Entrepreneurship Development
C3P3	Advanced Accounting
SEM-IV	
Code	Subject
FNDC4	Computer Skills
C1P4	Business Economics and Business Statistics
C2P4	Business Ethics & Communication
C3P4	Elements of Auditing
SEM-V	
Code	Subject
FNDC5	Constitution of India and Planning
C1P5	Information Technology & e-Commerce
C2P5	Marketing Management & Human Resource Management
C3P5	Elements of Taxation
SEM-VI	
Code	Subject
FNDC6	Project
Optional I	<b>Any one Group consisting of Two Papers from the following Optional Groups (*)</b>
Optional II	
Optional III	
	<b>One Paper from the following Soft Skill Courses (#)</b>

<b>Optional Groups (*)</b>
<b>Optional Group-I: Marketing Management Group</b>
Retail Management
Sales & Distribution Management

<b>Optional Group-II: Financial Management Group</b>
Financial Markets & Institutions
Microfinance

<b>Optional Group-III: Banking &amp; Insurance Group</b>
Banking Laws & Practice
Principles & Practices of Insurance

<b>Optional Group-IV: Human Resource Management Group</b>
Human Resource Planning
Human Resource Development

<b>Soft Skill Courses (#)</b>
Human Rights and Gender Studies
North-East Region Studies
Health and Hygiene
Travel and Tourism
Journalism
International Relations
Society and Technology

## **B.Com (General) Course First Semester**

**Paper Code: C1P1 (Principles of Management)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

### **Unit – I Introduction to Management:**

Management - Definition Importance - functions and Scope , Nature as profession, science and art, Universality of management - Role and Functions of a Manager - Levels of Management , Development of different school of management thought; contribution of classical school (Taylor and Fayol); Neo classical and human relation approach.

### **Unit – II Planning:**

Meaning -Nature - Importance - Forms - and Steps in Planning, types of Plans; barrier to effective planning. Objectives: MBO; concepts and process - Policies - Procedures and Methods - Nature and Types of Policies. Decision-making: Types and technique of decision making.

### **Unit – III Organizing:**

Concepts , Nature and Types of Organizations – Organization Structure - Span of Control. - Departmentalization - Informal Organization. Power - The sources of power Authorities, Authority Line, staff and functional authority – Difference between Authority and power - delegation of authority - Advantages and disadvantages of Delegation.

### **Unit – IV Co-ordination:**

Meaning, Nature, Importance and Type and Techniques of Coordination. Coordination as essence of Management. Controlling - Meaning and Importance of controlling - Relationship between Planning and Controlling - Control Process - Characteristics of a sound control System and techniques of control.

### **References:**

- Koontz and Weirich, Essentials of Management, Tata McGraw Hill, New Delhi
- Drucker, P F, Management Challenges for the 21<sup>st</sup> Century, Butterworth, Oxford
- Luthans, F, Organizational Behavior, McGraw Hill, New York
- Allen, L A, Management and Organisation, Tokyo
- Stoner and Freeman, Management, PHI, New Delhi
- Griffin, R W, Management, Houghtan Mifflin, Boston
- Tripathy, P C, Reddy, P N, Principles of Management, Tata McGraw Hill, New Delhi
- Ravichandran, K, Nakkiran, S, Principles of Management, Avinash Paperbacks, Delhi
- Jwalkar, Ghanekar & Bhivpathaki, Principles & Practice of Management, Everest Publishing House
- Parag Dewan, Management Principles & Practics, Excel Books

**Paper Code: C2P1 (Business Law)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**Unit-I:**

**The Indian Contract Act, 1872:** Contract – meaning, characteristics and kinds, essentials of valid contract- Offer and Acceptance – Consideration – Capacity of Parties – Competency to contract – Consent - Void and Voidable Agreements - Discharge of Contracts - Special Contracts.

**Unit- II:**

**Sale of goods act 1930:** Introduction on: definition; goods and their classification, Sale v/s Agreement to Sell, Goods, price and Time, Condition and Warranties, Express and Implied Conditions, "Doctrine of Caveat Emptor" and its exceptions, Performance of Contract of sale.

Unpaid seller - meaning and rights of an unpaid seller against the goods and buyer.

**Unit - III:**

**Negotiable instruments act 1881:** Nature and Characteristics of Negotiable instruments, Kinds of Negotiable Instruments – Promissory Notes, Bills of Exchange and Cheques, Parties to Negotiable Instruments, Negotiation, Presentment, Discharge and Dishonor of Negotiable Instrument, Law of agency, Bailment & Pledge.

**Unit - IV:**

**Consumer Protection Act, 1986:** Introduction: objective of the Act, definitions of complaint, consumer; consumer dispute, goods, services, etc. – Objectives of Central Council and State Council – Consumer Dispute Redressal Agencies: composition and jurisdiction of district forum, State – Commission and National Commission. Manner of Lodging a Complaint: procedure of complaint; findings of District Forum, Appeal.

**References:**

- Tulsian, P.C., Business Law TMH
- Chandra P.R., Business Law, Galgotia
- Mathur, Satish B., Business Law, TMH
- Kapoor, N.D., Business Law, Sultan Chand
- Gulshan, S.S., Business Law, Excel Books

**Paper Code: C3P1 (Principles and Practice of Accounting)**  
**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**Unit – I:**

Nature and scope - Characteristics of accounting information; Users of accounting information. Double entry book keeping system - Basic accounting equation, meaning of assets, liabilities, equity, revenue and expenses. Accounting Cycle.

Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality, matching and full disclosures. Revenue recognition: Meaning of revenue; objective; timing of recognition. Recognition of expenses. Recording of transaction: Journal, Ledger and preparation of Trial Balance.

**Unit – II:**

Classification of errors - Rectification of errors - Preparation of Suspense Account

Depreciation: Meaning – Causes - Objects of providing for depreciation -Factors affecting depreciation - Accounting Treatment - Methods of providing depreciation: Straight line method - Diminishing Balance Method.

Provisions and Reserves: Reserve Fund – Different Types of Provisions and Reserves.

Preparation of financial statements: of sole Proprietorship and Partnership business entities from a trial balance – Manufacturing, Trading, Profit and Loss A/c, Profit and Loss Appropriation A/c and Balance Sheet

**Unit – III:**

Bill of Exchange (excluding accommodation bill): Consignment, Joint Venture

**Unit IV:**

Preparation of financial statements: Single entry system of accounting ( excluding conversion method), Final accounts of non-profit organization

**References:**

- Sukla, Grewal, Gupta: Advanced Accountancy Vol. I, S Chand
- R. L.Gupta & Radheswamy, Advanced Accountancy Vol. I, S. Chand
- Maheshwari & Maheshwari, Advanced Accountancy Vol. I, Vikash Publishing House Pvt. Ltd.
- Sehgal & Sehgal, Advanced Accountancy Vol. I, Taxman Publication
- B. Banerjee, Regulation of Corporate Accounting & Reporting in India, World Press.
- Hanif & Mukherjee, Financial Accounting, TMH
- Frank Wood, Business Accounting Vol 1, Pearson
- Tulsian, Financial Accounting, Pearson
- Accounting Standards issued by ICAI

# **B.Com (General) Course**

## **Second Semester**

**Paper Code: C1P2 (Business Economics and Business Mathematics)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**First Half**

**(BUSINESS ECONOMICS)**

**(Full Marks: 50)**

**(Written Examination: 40 & Internal Assessment: 10)**

### **UNIT-I:**

Introduction: Meaning, Importance and Relevance of Business Economics in Decision Making.

Elasticity of Demand: Concept and Measurement of elasticity of demand – price- income and cross suggestion for details elasticity – Average revenue – marginal revenue and elasticity of demand – Determinants of elasticity of demand, Importance of elasticity of demand.

Production Function – Law of variable proportions – Short-run analysis – Different Stages of Productions.

Theory of cost – short run and long run cost curve – traditional and modern approaches.

### **UNIT-II:**

Market structure and business decisions – Objectives of business firm:

Perfect Competition – profit maximization and equilibrium of firm and Industry – run supply curve – price and output determination, Practical applications. Derivation of supply curve from total cost curves.

Monopoly – Determination of price under monopoly – Equilibrium of a firm - Comparison between perfect competition and monopoly – price determination and practical applications.

Factor pricing – Marginal Productivity Theory – Determination of rent – wage – interest and profit.

### **References:**

- Pindyke and Rubinfeld, Micro Economics
- Gould & Ferguson, Micro Economic Theory
- Bernheim & Whinston, Microeconomics, TMH



**Second Half  
(BUSINESS MATHEMATICS)**

(Full Marks: 50)

(Written Examination: 40 & Internal Assessment: 10)

**UNIT-III**

Compound interest and Annuities: Different types of Interest rates – Types of Annuities – Concept of present value – present value and amount of an Annuity – Valuation of Simple Loans and Debenture, problems relating to sinking funds.

Functions: Definition of functions – classification of functions – Different types of functions (Except Trigonometrical) – Even and Odd functions – Parametric functions – Composite function. Graphical representation of functions – Elementary ideas of Limit and Continuity through the use of simple algebra functions.

Set Theory: Definition of Set – presentation of Set – different types of Sets – Null Set – Finite and infinite Sets – Universal Sets- Subset – Power Set etc. – Set operations – Law of Algebra of Sets – Venn diagram.

**UNIT-IV**

Matrices and Determinants: Definition of Matrices – Types of Matrices Properties of Determinants – Calculation of value of Determinants up to third order – Adjoin of Matrices – Elementary Row and Column operations – Inverse of Matrix – Solution of system of Linear Equation having unique solutions of a Matrix (By Cramers Rule and Matrix inversion Method)

Differentiation: Derivatives and its meaning – Rule of Differentiation – Significance of Derivatives - Rate measurement – Second order Derivatives.

Application of Derivatives – Increasing and Decreasing functions – Cases of one variable involving Second and maxima and minima of function point of inflection Higher Order Derivative.

References:

- S. Baruah, Basic Mathematics and its Application in Economics, Macmillan
- R.G. D. Allen, Mathematical Analysis for Economists, Macmillan
- J. Chakrabarti, Business Mathematics and Statistics, Dey Book Concern

**Paper Code: C2P2 (Corporate Laws)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**UNIT-I:**

Characteristic of company; Lifting of company veil; Types of companies; Association not for profit; Illegal association; Formation of company – promoters, their legal position, pre-incorporation contract and provisional contracts.

**UNIT-II:**

Documents: Memorandum of Association, Articles of Association, Doctrine of conservative Notice and Indoor management, Prospectus and Book building.

Share Capital: Issue, Allotment and Forfeiture of share, Transmission of shares, Buy-back and provision regarding Buy-back of share; Dividend provision and issue of bonus share.

**UNIT-III:**

Directors, Classification of Directors, Disqualifications, Appointment, Legal positions, Powers and Duties, Removal of Directors, Meeting of shareholders and Board; Kinds, convening and conduct of meetings.

**UNIT-IV:**

Winding up: Concept and Mode of winding up, grounds for compulsory and voluntary winding up

Emerging issues in company law: One Person Company (OPC), Small Company, Postal Ballot, Small shareholder on board, Directors Identity number (DIN), Corporate Identity Number (CIN), MCA-21, Online filing of document, Online registration of company, National Company Law Tribunal (NCLT), LLP, Insider trading, Rating agencies, Producer Company, Class Action, Secretarial Audit, CSR.

**References:**

- Kapoor, N.D., Corporate Law, Sultan Chand
- Sen & Mitra, Commercial Law including Company Law, World Press
- Bhadra, Satpati & Mitra, Karhari Ainer Ruprekha (Bengali Version), Dishari
- Ramaiya, A., Guide to the Companies Act, Wadhwa & Co.

**Paper Code: C3P2 (Elements of Cost Accounting)**

**Full Marks: 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**Unit I:**

**Introduction:** Meaning, objectives and advantages of cost accounting, Difference between cost accounting and financial accounting. Cost concepts and classifications, Elements of cost, Preparation of cost sheet.

**Unit II:**

**Accounting and Control of Material Cost:** Issue of materials, Methods of pricing of material issues – FIFO, LIFO, and Weighted Average. Inventory control- concept and techniques like fixing of stock levels, EOQ, ABC analysis,

**Unit III:**

**Labour:** Accounting and Control of labour cost, time keeping and time booking, concept and treatment of Idle time. Systems of wages payment.

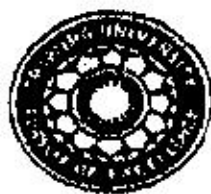
**Overhead:** Classification, allocation, apportionment and absorption of overhead. Under- and over-absorption. Overhead recovery (Machine hour rate only)

**Unit IV:**

**Methods of Costing:** Unit costing, Contract Costing, Process costing. Treatment of process losses (excluding joint and by-products, Inter process profit and equivalent production).

**References:**

- B.Banerjee, Cost Accounting, PHI
- Jawahar Lal & Seema Srivastava, Cost Accounting, TMH
- M.Y.Khan & P.K.Jain, Management Accounting, TMH
- K.S.Thakur, Cost Accounting, Excel Books
- Satish Inamdar, Cost & Management Accounting, Everest Publishing House
- Atkinson, Management Accounting, Pearson
- Bhattacharyya, Ashish K., Cost Accounting for Business Managers, Elsevier
- Ravi M Kishore, Cost and management Accounting, Taxmann



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**SYLLABUS**

**OF**

**Commerce**

**(Major)**

**Semester-I & II**

**Year 2014**

## B.Com. (Honours) Course

SEM-I	
Code	Subject
FNDC1	English
C1P1	Principles of Management
C2P1	Business Laws
H1	Financial Accounting: Theory & Applications
SEM-II	
Code	Subject
FNDC2	Modern Indian Language and History of Arts & Culture
C1P2	Business Economics and Business Mathematics
C2P2	Corporate Laws
H2	Cost Accounting
SEM-III	
Code	Subject
FNDC3	Environmental Studies
C1P3	Indian Financial System
C2P3	Entrepreneurship Development
H3	Corporate Accounting
SEM-IV	
Code	Subject
FNDC4	Computer Skills
C1P4	Business Economics and Business Statistics
C2P4	Business Ethics & Communication
H4	Auditing & Assurance
SEM-V	
Code	Subject
FNDC5	Constitution of India and Planning
C1P5	Information Technology & e-Commerce
C2P5	Marketing Management & Human Resource Management
H5	Direct Taxation
H6	Accounting Theory & Management Accounting
SEM-VI	
Code	Subject
FNDC6	Project
H7	Indirect Taxation
H8	Financial Management
Optional I	<b>Any one Group consisting of Two Papers from the following Optional Groups (*)</b>

### Optional Groups (\*)

<b>Optional Group-I: Marketing Management Group</b>	
Retail Management	
Sales & Distribution Management	
<b>Optional Group-II: Financial Management Group</b>	
Financial Markets & Institutions	
Microfinance	

<b>Optional Group-III:Banking &amp; Insurance Group</b>
Banking Laws & Practices
Principles & Practices of Insurance
<b>Optional Group-IV:Human Resource Management Group</b>
Human Resource Planning
Human Resource Development

## **B.Com (Honours) Course First Semester**

**Paper Code: C1P1 (Principles of Management)  
Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

### **Unit – I Introduction to Management:**

Management - Definition Importance - functions and Scope , Nature as profession, science and art, Universality of management - Role and Functions of a Manager - Levels of Management , Development of different school of management thought; contribution of classical school (Taylor and Fayol); Neo classical and human relation approach.

### **Unit – II Planning:**

Meaning -Nature - Importance - Forms - and Steps in Planning, types of Plans; barrier to effective planning. Objectives: MBO; concepts and process - Policies - Procedures and Methods - Nature and Types of Policies. Decision-making: Types and technique of decision making.

### **Unit – III Organizing:**

Concepts , Nature and Types of Organizations – Organization Structure - Span of Control. - Departmentalization - Informal Organization. Power - The sources of power – Authorities, Authority Line, staff and functional authority – Difference between Authority and power – delegation of authority - Advantages and disadvantages of Delegation.

### **Unit – IV Co-ordination:**

Meaning, Nature, Importance and Type and Techniques of Coordination. Coordination as essence of Management. Controlling - Meaning and Importance of controlling - Relationship between Planning and Controlling - Control Process - Characteristics of a sound control System and techniques of control.

### **References:**

- Koontz and Weirich, Essentials of Management, Tata McGraw Hill. New Delhi
- Drucker, P F, Management Challenges for the 21<sup>st</sup> Century, Butterworth, Oxford

- Luthans, F, Organizational Behavior, McGraw Hill, New York
- Allen, L A, Management and Organisation, Tokyo
- Stoner and Freeman, Management, PHI, New Delhi
- Griffin, R W, Management, Houghtan Mifflin, Boston
- Tripathy, P C, Reddy, P N, Principles of Management, Tata McGraw Hill, New Delhi
- Ravichandran, K, Nakkiran, S, Principles of Management, Avinash Paperbacks, Delhi
- Jwalkar, Ghanekar & Bhivpathaki, Principles & Practice of Management, Everest Publishing House
- Parag Dewan, Management Principles & Practices, Excel Books

**Paper Code: C2P1 (Business Law)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**Unit-I:**

**The Indian Contract Act, 1872:** Contract – meaning, characteristics and kinds, essentials of valid contract- Offer and Acceptance – Consideration – Capacity of Parties – Competency to contract – Consent - Void and Voidable Agreements - Discharge of Contracts – Special Contracts.

**Unit- II:**

**Sale of goods act 1930:** Introduction on: definition; goods and their classification, Sale v/s Agreement to Sell, Goods, price and Time, Condition and Warranties, Express and Implied Conditions, “Doctrine of Caveat Emptor” and its exceptions, Performance of Contract of sale,

Unpaid seller – meaning and rights of an unpaid seller against the goods and buyer.

**Unit – III:**

**Negotiable instruments act 1881:** Nature and Characteristics of Negotiable instruments, Kinds of Negotiable Instruments – Promissory Notes, Bills of Exchange and Cheques. Parties to Negotiable Instruments, Negotiation, Presentment, Discharge and Dishonor of Negotiable Instrument, Law of agency, Bailment & Pledge.

**Unit – IV:**

**Consumer Protection Act, 1986:** Introduction: objective of the Act, definitions of complaint, consumer; consumer dispute, goods, services, etc. – Objectives of Central Council and State Council – Consumer Dispute Redressal Agencies: composition and jurisdiction of district forum, State – Commission and National Commission. Manner of Lodging a Complaint: procedure of complaint; findings of District Forum, Appeal.

**References:**

- Tulsian.P.C., Business LawTMH
- Chandra P.R., Business Law, Galgotia
- Mathur, Satish B., Business Law, TMH
- Kapoor, N.D., Business Law, Sultan Chand
- Gulshan, S.S., Business Law, Excel Books



**Paper Code: H1 (Financial Accounting: Theory and Applications)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**UNIT-I:**

Nature and scope of accounting, Users of accounting information, Characteristic of accounting information, Basic accounting equation. Meaning of assets, liabilities, Equity, Revenue and Expenses. Accounting Concept and Accounting Conventions, Accounting Standards – brief introduction of AS-1, AS-2, AS-9 and IFRS.

Revenue recognition: Meaning, Objectives, Timing of revenue recognition, Recognition of expenses.

**UNIT-II:**

Rectification of Errors: Clarification, process preparation of separate account.

Depreciation: Meaning, causes, Characteristics, Methods (SLM, WDV and change of method only) as per accounting standard. Reserve and Provision: Meaning, Objective, Types and Accounting. Preparation of Financial Statements of Sole Proprietorship business firm and a Trial Balance - Manufacturing, Trading, Profit and Loss Account, Balance sheet.

**UNIT-III:**

Consignment Account: Nature, Consignment Vs. Sale, Proforma Invoice, account, sales, Commission, Stock Valuation, Normal and abnormal Loss, preparation of accounts.

Joint Venture Account: Nature, Joint Venture Vs Partnership, Methods of preparation of accounts, Consignment and Joint Venture. Branch Accounts: Debtors methods, Stock and Debtors methods, Final account method. Bills of Exchange (including accommodation bill).

**UNIT-IV:**

Partnership Accounts: Characteristics, Deed, Fixed and Fluctuating Capital, Valuation and fundamentals of Goodwill, Joint life policy, Changes of profit sharing ratio.

Reconstitution of Partnership Firm: Admission of Partner, Retirement, Death of a Partner, Dissolution of partnership firm, Modes of dissolution, Insolvency of one or more partners, Consideration of private estate and private liabilities.

**References:**

- Gupta & Menon: Principles of Accountancy
- Jain & Narang: Advanced Accounts
- Tulsian: Accountancy- Foundations for CA
- Shukla, Grewal & Gupta: Advanced Accounts

# **B.Com (Honours) Course**

## **Second Semester**

**Paper Code: C1P2 (Business Economics and Business Mathematics)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**First Half**

**(BUSINESS ECONOMICS)**

**(Full Marks: 50)**

**(Written Examination: 40 & Internal Assessment: 10)**

### **UNIT-I:**

Introduction: Meaning, Importance and Relevance of Business Economics in Decision Making.

Elasticity of Demand: Concept and Measurement of elasticity of demand – price- income and cross suggestion for details elasticity – Average revenue – marginal revenue and elasticity of demand – Determinants of elasticity of demand, Importance of elasticity of demand.

Production Function – Law of variable proportions – Short-run analysis – Different Stages of Productions.

Theory of cost – short run and long run cost curve – traditional and modern approaches.

### **UNIT-II:**

Market structure and business decisions – Objectives of business firm:

Perfect Competition – profit maximization and equilibrium of firm and Industry – run supply curve – price and output determination, Practical applications. Derivation of supply curve from total cost curves.

Monopoly – Determination of price under monopoly – Equilibrium of a firm - Comparison between perfect competition and monopoly – price determination and practical applications.

Factor pricing – Marginal Productivity Theory – Determination of rent – wage - interest and profit.

### **References:**

- Pindyke and Rubinfeld, Micro Economics
- Gould & Ferguson, Micro Economic Theory
- Bernheim & Whinston, Microeconomics, TMH

**Second Half**  
**(BUSINESS MATHEMATICS)**  
**(Full Marks: 50)**  
**(Written Examination: 40 & Internal Assessment: 10)**

**UNIT-III**

Compound interest and Annuities: Different types of Interest rates – Types of Annuities – Concept of present value – present value and amount of an Annuity – Valuation of Simple Loans and Debenture, problems relating to sinking funds.

Functions: Definition of functions – classification of functions – Different types of functions (Except Trigonometrical) – Even and Odd functions – Parametric functions – Composite function. Graphical representation of functions – Elementary ideas of Limit and Continuity through the use of simple algebra functions.

Set Theory: Definition of Set – presentation of Set – different types of Sets – Null Set – Finite and infinite Sets – Universal Sets- Subset – Power Set etc. – Set operations – Law of Algebra of Sets – Venn diagram.

**UNIT-IV**

Matrices and Determinants: Definition of Matrices – Types of Matrices Properties of Determinants – Calculation of value of Determinants up to third order – Adjoin of Matrices – Elementary Row and Column operations – Inverse of Matrix – Solution of system of Linear Equation having unique solutions of a Matrix (By Cramers Rule and Matrix inversion Method)

Differentiation: Derivatives and its meaning – Rule of Differentiation – Significance of Derivatives - Rate measurement - Second order Derivatives.

Application of Derivatives – Increasing and Decreasing functions – Cases of one variable involving Second and maxima and minima of function point of inflection Higher Order Derivative.

References:

- S. Baruah, Basic Mathematics and its Application in Economics, Macmillan
- R.G. D. Allen, Mathematical Analysis for Economists, Macmillan
- J. Chakrabarti, Business Mathematics and Statistics, Dey Book Concern

**Paper Code: C2P2 (Corporate Laws)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**UNIT-I:**

Characteristic of company; Lifting of company veil; Types of companies; Association not for profit; Illegal association; Formation of company – promoters, their legal position, pre-incorporation contract and provisional contracts.

**UNIT-II:**

Documents: Memorandum of Association, Articles of Association, Doctrine of conservative Notice and Indoor management, Prospectus and Book building.

Share Capital: Issue, Allotment and Forfeiture of share, Transmission of shares, Buy-back and provision regarding Buy-back of share; Dividend provision and issue of bonus share.

**UNIT-III:**

Directors, Classification of Directors, Disqualifications, Appointment, Legal positions, Powers and Duties, Removal of Directors, Meeting of shareholders and Board; Kinds, convening and conduct of meetings.

**UNIT-IV:**

Winding up: Concept and Mode of winding up, grounds for compulsory and voluntary winding up

Emerging issues in company law: One Person Company (OPC), Small Company, Postal Ballot, Small shareholder on board, Directors Identity number (DIN), Corporate Identity Number (CIN), MCA-21, Online filing of document, Online registration of company, National Company Law Tribunal (NCLT), LLP, Insider trading, Rating agencies, Producer Company, Class Action, Secretarial Audit, CSR.

**References:**

- Kapoor, N.D., Corporate Law, Sultan Chand
- Sen & Mitra, Commercial Law including Company Law, World Press
- Bhadra, Satpati & Mitra, Karbari Ainer Ruprekha (Bengali Version), Dishari
- Ramaiya, A., Guide to the Companies Act, Wadhwa & Co.

**Paper Code: H2 (Cost Accounting)**

**Full Marks 100**

**(Written Examination: 80 & Internal Assessment: 20)**

**Unit-I:**

Introduction: Definition, objectives and significance of Cost Accounting, Cost Accounting Vs Financial Accounting, Methods of Costing, Classification of Costs. Material and Labour: Need for and Advantages of Material Control System, Pricing Issue of Materials, Labour - Time Keeping, Time Booking, Treatment of Idle Time and Labour Turnover.

**Unit-II:**

Overheads: Types and Methods of Absorption of Overheads, Practical problem on overhead recovery rate

Unit Costing: Preparation of Cost Sheet

**Unit-III:**

Process Costing: Preparation of Process Accounts. Treatment of Normal and Abnormal loss, Treatment of Joint Product and By-product.

Contract Costing: Preparation of Contract Ledger, Determination of Profit on Completed and Uncompleted Contracts

**Unit-IV:**

Marginal Costing: Concepts of marginal and absorption costing. Cost Volume Profit (CVP) analysis. Break Even Analysis.

Standard Costing: Concept and Use. Setting up of standards. Computation of variance relating to Materials and Labour Cost.

**References:**

- B.Banerjee, Cost Accounting, PHI
- Jawahar Lal & Seema Srivastava, Cost Accounting, TMH
- M.Y.Khan & P.K.Jain, Management Accounting, TMH
- R.Anthony, Management Accounting, Taraporewala
- Colin Drury, Management & Cost Accounting, Chapman & Hall
- K.S.Thakur, Cost Accounting, Excel Books
- Satish Inamdar, Cost & Management Accounting, Everest Publishing House
- Atkinson, Management Accounting, Pearson
- Bhattacharyya, Ashish K., Cost Accounting for Business Managers, Elsevier