**Annual Teaching Planning 2013-2014**

**T.Y. B.Com.**

**Compulsory Paper**

**Subject Name -: Business Regulatory Framework (M. Law)**

**Teacher’s Name- Prof. Kadhane R.A.**

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| --- | --- | --- | --- |
| SR.No | Month | Name of Topics | Period |
| 1 | June | **Law of Contract. - General Principles**.  (Indian Contract Act, 1872)  Definition, Concept and kinds of contract  Offer and Acceptance.  Capacity of parties.  Consideration. | 04 |
|  | Jully | **Law of Contract. - General Principles**.  (Indian Contract Act, 1872)  Consent and free consent.  Legality of object and consideration.  Agreement expressly declared void.  Discharge of contract.  Breach of contract and remedies (Including damages, meaning kinds and rules for  ascertaining damages) | 16 |
|  | August | **Special Contracts**:  Quasi Contract.  Indemnity and guarantee.  Bailment and pledge. | 16 |
|  | September | **Sale of Goods**.  (Sale of Goods Act,1930)  Contract of sale-Concept and Essentials.  Sale and agreement to sale.  Goods-Concept and kinds.  Conditions and warranties.  (Definition, Distinction, implied conditions and warranties)Transfer by non-owners | 16 |
|  | October | **E-Contracts (E-Transactions/E-Commerce.):**  Significance of E-Transactions /E-Commerce.  Nature.  Formation.  Legality.  Recognition.  (Chapter 4.Sec.11-13 of I T Act,2000 relating to attribution, acknowledgement,  dispatch of E-Records)  Digital Signatures –Meaning & functions, Digital Signature certificates  Sections (35-39)  Legal issues involved in E-Contracts. | 08 |
|  | December | **The Consumer Protection Act, 1986**  Salient features of Act.  Definitions-Consumer, Complainant, Services, Defect &  Deficiency, Complainant, unfair trade practice, restrictive trade practice.  Consumer Protection Councils.  Procedure to file complaint & Procedure to deal with complaint & Relief’s  available to consumer.(Sec.12 to14)  Consumer Disputes Redressal Agencies.  (Composition, Jurisdiction, Powers and Functions.) | 16 |
|  | January | **6. Intellectual Property Rights : (I P R s)**  WIPO: Brief summary of objectives, organs, programmes & activities of  WIPO.TRIPS: As an agreement to protect IPR-Objectives & categories of IPR  covered by TRIPS.  Definition and conceptual understanding of following IPRs under the relevant  Indian current statutes.  Patent : Definition & concept, Rights & obligation of Patentee, its term.  Copyright : Characteristics & subject matter of copyright, Author & his Rights,  term.  Trademark : Characteristics, functions, illustrations, various marks, term, internet  domain name- Rights of trademark holder.  Design : Importance, characteristics, Rights of design holder.  Geographical Indications, Confidential Information & Trade Secrets, Traditional  knowledge—Meaning & scope of these IPRS. | 16 |
|  | February | **7. Negotiable Instruments Act, 1881**:  Concept of Negotiable Instruments: Characteristics, Definition Important  relevant definitions under the Act  .Definitions, Essentials of promissory note, bill of exchange and cheque.  Distinction between these instruments. Crossing of cheques – It s meaning and  types.  Holder and holder in due course.  Privileges of holder in due course.  Negotiation, endorsement, kinds of endorsement.  Liabilities of parties to negotiable instruments.  Dishonour of N. I., kinds, law relating to notice of dishonour. Dishonour of  cheques. | 16 |
|  | March | **8. Arbitration & Conciliation** :  Concept of Arbitration & Conciliation.  Definition & Essentials of Arbitration Agreement.  Power and Duties of Arbitration. Conciliation proceeding.(Provision of Arbitration &  Conciliation Act,1996 in nutshell to be covered.) | 6 |

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**Compulsory Paper**

**Subject Name -: Advanced Accounting**

**Teacher’s Name- Prof. Kadhane R.A.**

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| --- | --- | --- | --- |
| SR.No | Month | Name of Topics | Period |
| 1 | June | **Final Accounts of Banking Company.**  Introduction of Banking Company;  Legal provisions;  Non performing assets (NPA);  Reserve Fund;  Acceptances; | 04 |
|  | Jully | Endorsements and other obligations;  Bills for collection;  Rebate on bills discounted;  Provision for Bad and Doubtful debts;  Preparation of final accounts in vertical form as per Banking Regulation Act,  1949 | 16 |
|  | August | **2. General Insurance claim accounts:**  A. **Claim for Loss of Stock**  Introduction  Procedure for calculation  Average clause  Treatment of abnormal items of goods  Under or overvaluation of stock  B. **Claim for loss of Profit**  Introduction  Indemnity under policy  Some important terms  Procedure for ascertaining claims | 16 |
|  | September | **3. Investment Accounts:**  Introduction  Need  Investment in securities  Cum. Interest and ex-interest transactions of purchases and sales  Entries for interest received  Brokerage  Expenses on purchases and sales  Valuation of closing investment by FIFO method and market price method | 16 |
|  | October | **4. Accounting Standards**  Brief Review of Indian Accounting Standards : As-3, AS-7, AS-8, AS-12, AS-15,  AS-17 to AS-25, AS-27, AS-28, AS-30, AS-31, AS-32. Simple practical examples of  application nature | 12 |
|  | December | **5. Branch Accounts and Departmental Accounts**  A. **Branch Accounts**  Introduction  Types of Branches  Dependent Branches only  Debtor system  Stock and debtors system  Branch Trading and Profit and Loss Account  Goods supplied at Cost and Invoice price  B. **Departmental Accounts:**  Introduction  Methods and techniques  Allocation of expenses  Inter departmental transfers  Provision for unrealized profits | 16 |
|  | January | . **6. Farm Accounting**  Introduction  Books of Accounts to be maintained for Farm Accounting  Preparation of Farm Revenue Accounts to ascertain the profit or loss on  various sections like crop, livestock, dairy, poultry and fishery.  Preparation of Balance Sheet. | 16 |
|  | February | **7. Accounts from Incomplete Records (Single Entry):**  Introduction  Ascertainment of Profit or loss of sole trader  Statement of Affairs Method and conversion of single entry into double  entry | 16 |
|  | March | **8. Concept of Management Accounting and Analysis and Interpretation of**  **Financial Data:**  A. **Concept of Management Accounting**  Meaning  Definition  Nature and Objectives of Management Accounting  Difference between financial accounting Cost accounting and  Management accounting (Theory only)  B. **Analysis and Interpretation of Financial Data**  Meaning  Objectives and methods of financial analysis  Ratio Analysis  Objectives and nature of ratio Analysis  Problems on Ratio Analysis restricted to the following Ratios only  Gross Profit Ratio,  Net Profit Ratio,  Operating Ratio,  Stock Turnover Ratio,  Debtors Turnover Ratio,  Current Ratio,  Liquid Ratio,  Debt to Equity Ratio | 12 |

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**Compulsory Paper**

**Subject Name -: Cost and Works Accounting III**

**Teacher’s Name- Prof. Kadhane R.A.**

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| --- | --- | --- | --- |
| SR.No | Month | Name of Topics | Period |
| 1 | June | **-------------** | --- |
|  | Jully | **Marginal Costing:**  Meaning and concepts- Fixed cost, Variable costs, Contribution, Profitvolume  Ratio, Break-Even Point & Margin of Safety.  Cost-Profit-Volume Analysis- Assumptions and limitations of cost  volume analysis  Application of Marginal Costing Technique:- Marginal cost decisions-Make or  buy decision, Acceptance of export order & key factors. | 16 |
|  | August | **2. Budgetary Control:**  2.1 Definition and Meaning of Budget & Budgetary control.  2.2 Objectives of Budgetary control  2.3 Procedure of Budgetary control  2.4 Essentials of Budgetary control  2.5 Advantages and Limitations of Budgetary control  2.6 Types of Budgets. | 16 |
|  | September | **3. Uniform costing**  Meaning and objectives of Uniform costing  Areas Advantages and Limitations  Requisites of Uniform Costing. Uniform Cost Manual | 16 |
|  | October | **4. Inter-firm comparison**  Inter-firm comparison-Meaning, Essentials.  Advantages and Limitations of Inter-Firm Comparison | 12 |
|  | December | **Standard Costing:**  5.1 Definition and meaning of standard cost & standard costing  5.2 Types of standards, setting up of Material & Labour standards  5.3 Estimated vs. Standard Cost, Historical Cost v/s Standard Cost.  5.4 Difference between Standard Costing & Budgetary Control.  5.5 Advantages and Limitations of standard costing  5.6 Variance Analysis  5.6.1 Meaning, Types and Causes of Material & Labour  variances.  5.6.2 Calculation of Material & Labour variances. | 16 |
|  | January | **Cost Accounting Record Rules & Cost Audit:**  7.1 Introduction to cost accounting record rules u/s 209(i)(d)of the companies  Act 1956.  7.2 Meaning, Scope, objectives & advantages Cost Audit.  7.3 Procedure of Cost Audit, Cost Audit Programme.  7.4 Verification of Cost Records  7.5 Cost Audit Notes | 16 |
|  | February | **7 Cost Accounting Record Rules & Cost Audit:**  7.1 Introduction to cost accounting record u/s 148 of the companies  Act 2013  7.2 Cost records and Verification of Cost Records  7.3 Cost auditor – Appointment- Rights and duties  . | 16 |
|  | March | **Cost Audit (Legal Provisions):**  8.1 Provision of Indian companies Act. And the Rules there under regarding  cost audit u/s 233(B).  8.2 Cost Audit Report, Rules, Form of Cost Audit Report.  8.3 Cost Auditor- Appointment, Rights and duties.  8.4 Introduction to Cost Accounting Standards introduced by ICWAI from  time to time. | 12 |

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**Compulsory Paper**

**Subject Name -: Corporate Accounting**

**Teacher’s Name- Prof. Kadhane R.A.**

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| --- | --- | --- | --- |
| SR.No | Month | Name of Topics | Period |
| 1 | June | **-------------** | --- |
|  | Jully | Company Accounts  A. Issue, Forfeiture and Reissue of Equity shares.  B. Preference shares and Debentures: Issue and redemption | 16 |
|  | August | Profit Prior to Incorporation  Accounting treatment- cut off date- Basis of Apportionment | 16 |
|  | September | Accounting Standards  Review of Indian Accounting Standards 2-  4,5,6,9,10,11,13,14,16,26,29. Simple Practical  Examples of application nature | 16 |
|  | October | Company Final Accounts  Preparation of Final Accounts- Forms and contents, as per  provisions of Companies Act, 1956. | 12 |
|  | December | Company Liquidation Accounts  Meaning of Liquidation- Modes of winding up –  consequences of Winding up- preparation of Liquidator’s  Final Statement of Account. | 16 |
|  | January | **Accounting for Amalgamation, Absorption and External**  **Reconstruction of Companies**  Meaning- Vendor and Purchasing Companies- Purchase  Consideration- Accounting entries- and Preparation of  Balance Sheet after Amalgamation, Absorption and External  Reconstruction. AS 14 and Amalgamation | 16 |
|  | February | Accounting for Internal Reconstruction  Meaning- Alteration of Share Capital, Reduction of Share Capital-  Accounting Entries and preparation of Balance Sheet after  Internal Reconstruction | 16 |
|  | March | Holding Company’s Balance sheet  Preparation of consolidated Balance sheet of Holding  Company with one subsidiary only (Simple Problems only | 12 |

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**Compulsory Paper**

**Subject Name -: Cost and Works Accounting-I**

**Teacher’s Name- Prof. Kadhane R.A.**

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| --- | --- | --- | --- |
| SR.No | Month | Name of Topics | Period |
| 1 | June | **-------------** | --- |
|  | Jully | Basics of Cost Accounting  1.1 Concept of Cost, Costing, Cost Accounting and Cost Accountancy.  1.2 Limitations of Financial Accounting.  1.3 Origin of Cost Accounting.  1.4 Objectives of Cost Accounting.  1.5 Advantages & Limitations of Cost Accounting.  1.6 Difference between Financial and Cost Accounting.  1.7 Cost Units and Cost Centers. | 16 |
|  | August | ***Elements of Cost***  2.1 Material, Labour and other Expenses.  2.2 Classification of Costs | 16 |
|  | September | ***Preparation of Cost Sheet.*** | 16 |
|  | October | ***Material***  4.1 Need and Essentials of Material Control  4.2 Functions of Purchase Department.  4.3 Scientific Purchasing.  4.4 Purchase Procedure.  4.5 Purchase Documentation.  4.6 Stock Levels.  4.7 Economic Order Quantity. (EOQ) | 12 |
|  | December | ***Material Accounting***  5.1 Stores Location and Layout  5.2 Types of Stores Organization  5.3 Classification and Codification  5.4 Stores and Material Records - Bin Card, Store Ledger etc.  5.5 Issue of Material and Pricing Methods of Issue of Material  a) FIFO b) LIFO c) Weighted Average . | 16 |
|  | January | ***Inventory Control***  6.1 Stock taking, Periodic and Perpetual Metho  6.2 ABC Analysis.  6.3 Inventory Ratios | 16 |
|  | February | ***Labour Cost, Remuneration and Incentives***  7.1 Records & Methods – Time Keeping and Time Booking.  7.2 Methods of Remuneration –time wage system, Piece rate system, Taylor’s  Differential piece rate System  7.3 Incentive Plans – Halsey Premium Plan, Rowan Premium Plan | 16 |
|  | March | ***Other Aspects of Labour***  8.1 Labour Turnover  8.2 Job Analysis & Job Evaluation  8.3 Merit Rating | 12 |

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**Compulsory Paper**

**Subject Name -: Financial Accounting**

**Teacher’s Name- Prof. Kadhane R.A.**

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| SR.No | Month | Name of Topics | Period |
| 1 | June | **-------------** | --- |
|  | Jully | **Piecemeal Distribution of Cash**  Meaning and Introduction, Surplus Capital Method and Maximum Loss Method | 16 |
|  | August | **Amalgamation of Partnership Firms:-**  Meaning and Introduction, Objectives, Methods of accounting | 16 |
|  | September | **Conversion of a partnership firm into a limited company**  Meaning and introduction, objectives, effects, methods of calculation of purchase  consideration (Net Asset and Net Payment method), accounting procedure in the  books of the firm and balance sheet of new company | 16 |
|  | October | **Computerized Accounting Environment**  Meaning and Introduction, application of accounting software package, Voucher  entry through software package. | 12 |
|  | December | **Introduction and Relevance of Accounting Standards**  Overview of Accounting Standards in India-Concept, Need, Scope and  Importance. Study of AS- 1, AS- 2, AS- 4 and AS- 9 | 16 |
|  | January | **Hire Purchase and Installment System:[Excluding H. P. Trading]**  Basic Concepts and Distinction, Calculation of Interest and Cash Price, Journal  Entries And Ledger Accounts in The Books of Purchaser and Seller. | 16 |
|  | February | **Royalty Accounts [excluding sub-lease]:**  Royalty, Minimum Rent, Short Workings, Recoupment of Short  Working, Lapse of Short Working. Journal Entries and Ledger Accounts in the  Books of Landlord and Lessee. | 16 |
|  | March | **Departmental Accounts**  Meaning and Introduction, Methods and Techniques, Allocation of expenses, Inter  Departmental Transfers, Provision for unrealized profits | 12 |