

2308

B. Com. II Year

2.6 BANKING LAW & PRACTICE IN INDIA

UNIT-I

Banking Legislations in India: Reserve Bank of India Act, 1934; Banking (Regulation) Act, 1949; Banking Companies (Acquisition of Undertaking and Transfer) Act, 1970.

Major Efforts of International Banking: Basel Norms, Tier I Tier II Capital

UNIT-II

Banker Customer Relationship: Definition of the term Banker and Customer : general and special relationship, termination of relationship, pass-book, Types of Accounts and their operations, Types of customers.

New Banking System: Indradhanush Scheme, MUDRA Scheme

UNIT-III

Negotiable Instruments Act: Concepts and Elements, types; cheque, Bills, Promissory notes, crossing, Endorsement, presentation (Elementary knowledge) paying and collecting banks rights, duties, protections and precautions. Basic Provisions of the Act.

UNIT-IV

Investments & lending of Bank Funds-Non profitable and profitable investment in funds; (cash reserve, statutory reserve, Securities) secured and unsecured loans-lien, pledge hypothecation, cash credit, overdraft, discounting of bills and clean advances, Non Performing Assts, SARFAESI Act, Appraisal of loan applications; Tandon Committee and Chore Committee Reports, Narshimam Committee Report.

UNIT-V

Letter of Credit : Meaning, Characteristics, nature of L/C (Letters of Credit), Types of Letters of Credits, Personal Letters of Credit and Commercial Letters of Credit, Procedure of Opening L/C (Letters of Credit). Precaution in making payments of L/C (Letters of Credit). Frauds in Banks : Types and its prevention.

Suggested Readings :

1. Nigam B.M.L.; Banking Law & Practice, Himalaya Publishing House, New Delhi.
2. Sharma Maliram; Banking Vidhi Evan Vyavhar, Ramesh Book Depot, Jaipur
3. Shekhar & shekhar; Banking Theory & Practice, Vikas publishing House, New Delhi
4. Shrivastava P.K.; Practical Banking Law & Practice, Himalya Publishing House, New Delhi.
5. Trivedi, Nagar, Bhate: Banking Law & Practice in India, Ramesh Book Depot, Jaipur
6. Vaishney P.N.; Banking Law & Practice : Sultan Chand & Sons, New Delhi.

2305

B. Com. II Year

2.3 COMPANY LAW AND SECRETARIAL PRACTICE

Unit – I

Meaning and Nature of a company, Classification of companies, Formation and Incorporation of Company, Memorandum of Association, Articles of Association

Unit – II

Prospectus – Meaning, contents, Abridged Form of Prospectus, Prospectus by implication/Deemed Prospectus, Prospectus Information Memorandum. Golden Rules framing Prospectus, Mis-statement and their consequences statement in lieu of prospectus. Issue of Shares : SEBI Guidelines,

Unit – III

Directors, Managing Director & Managers – appointment, Removal, Remuneration, Status, Right, Duty and liabilities. Prevention of oppression and Mismanagement of Company.

Unit. – IV

Winding up of a Company : Meaning and definition of winding up, characteristics, dissolution of company, differentiate between winding up and dissolution, modes of winding up, compulsory winding up, voluntary winding up, Legal provisions.

Unit – V

Company meetings – Modes of services of notice- Meeting Notice, Quorum, Agenda, Minutes, Resolution/Motion Resolution by circulation, Statutory Report, Annual Return (Sec. 159 to 161) & Chairman appointment and speech.

Types of Meeting & their Legal Provisions – Statutory Meeting, Annual General Meeting (AGM), Extra ordinary General meeting, Directors meeting.

Suggested Readings:

1. Navlakha Chundawat : Company Law & Secretarial Practice(RBD,Jaipur)
2. B.L.Verma, Ashok kumar Sharma, Ajay Joshi, P.K.Khincha - Company Law & Secretarial Practice (Hindi) Ajmera Book Company, Jaipur
3. Agarwal & Khatri : Company Law & Secretarial Practice 2. Kuchhal, S.C. : Secretarial Practice
4. Mathur & Navlakha : Company Law & Secretarial Practice
5. Mittal & Agarwal : Company Law & Secretarial Practice
6. Sharlekar : Secretarial Practice
7. Shukla : Company Law & Secretarial Practice
8. Upadhyaya, Chaturvedi : Company Law & Secretarial Practice

PAPER II (Code No. 2304)

CORPORATE ACCOUNTING

Objective

This course enables the students to develop awareness about corporate accounting in conformity with the provisions of Companies Act.

COURSE CONTENTS :

Unit – I

Issue, Forfeiture, and Re-issue of Shares; Redemption of Preference Shares; Issue and Redemption of Debentures. Under writing. Acquisition of Business and Profits prior to Incorporation

Unit – II

Final Accounts of Companies including Computation of Managerial Remuneration, Divisible Profits and Bonus Issues including guidelines of SEBI.

Unit – III

Valuation of Goodwill and Shares.

Unit – IV

Accounting for Amalgamation of Companies as per Indian Accounting Standard 14; excluding Inter-company holdings.

Unit – V

Accounting for internal reconstruction schemes, Consolidated Balance Sheet and P & L A/C of holding and subsidiary companies with one subsidiary only with elementary knowledge of AS-21.

Suggested Readings :

1. Gupta, R.L., Radhaswamy M. : Company Accounts, Sultan Chand and Sons, New Delhi
2. Khandelwal, M.C. : Higher Accounting (Hindi). Ramesh Book Depot, Jaipur
3. Maheshwari, S.N.: Corporate Accounting. Vikas Publishing House, New Delhi.
4. Monga, J.R., Ahuja, Girish and Sehgal, Ashok : Financial Accounting: Mayur Paper Backs, Noida.
5. Monga, Sehgal & Ahuja : Advanced Accounts.
6. Roa, N.S., Heda, B.L. and Gupta, S.L.: Corporate Accounting (Hindi) Remesh Book Depot, Jaipur
7. Shukla, M.C., Grewal, T.S. and Gupta, S.C.: Advanced Accounts. S. Chand & Co., New Delhi.

2304

B. Com. II Year

2.2 COST AND MANAGEMENT ACCOUNTING

Unit – I

Introduction: Nature and Scope of Cost Accounting; Cost concepts and Classification; Methods and Techniques; Installation of Costing System.

Accounting for Material: Material control, Concept and techniques; Methods of Pricing of Material issues; Treatment of Material Losses, Stock turnover ratios.

Unit – II

Accounting for Labour : Labour cost control procedure, Labour turnover; Idle time and overtime; Methods of wage payment-time and piece rates: Incentive schemes (Individual and group both).

Accounting for Overheads : Classification and Departmentalization, Absorption of Overheads; Determination of Overheads rates; Under and Over absorption, and its treatment.

Activity Based Costing : Meaning Emergence, Advantages, Activity cost drivers and cost Determination (Elementary).

Unit – III

Methods of Costing : Unit costing; Job and Contract costing ; Operating costing, Process costing – including Valuation of WIP Inter-process profits and joint and by-products.

Unit – IV

Techniques of costing: Marginal Costing, Standard Costing and Budgetary

Unit – V

Management Accounting : Definition, objectives & functions, tools and techniques of Management Accounting.

Financial Statements Analysis: Meaning and Definition, Objectives, Importance, Tools and Techniques of Financial Analysis, Analysis of Comparative Financial Statements and Common-size Statements and Ratio Analysis.

Suggested Readings :

1. Arora, M.N.: Cost Accounting – Principles and Practice. Vikas, New Delhi.
2. Horngren, Charles, Foster and Datar : Costing Accounting – A managerial Emphasis; Prentice Hall of India, New Delhi
3. Jain, S.P. and Narang, K.L.: Cost Accounting, (Hindi and English) Kalyani, New Delhi.
4. Khan, M.Y. and Jain, P.K. : Management Accounting. Tata MCGraw Hill.
5. Maheshwari, S.N. : Advanced Problems and Solutions in Cost Accounting. Sultan Chand, New Delhi.
6. Nigam, BML and Sharma : Cost Accounting
7. Roa, N.S.; Gupta, S.L. and Mundra, M.D.: Cost Accounting (Hindi) Apex Publishing House, Udaipur
8. Tulsian, P.C. : Practical Costing. Vikas, New Delhi

2303

B. Com. II Year

2.1 INCOME TAX

Unit – I

Income Tax : Definitions, Residential Status of assess and incidence of Tax, Exempted Incomes.

Unit – II

Computation of Income under the head Salaries and Income from House Property.

Unit – III

Computation of Taxable Income under the head income from Business and Profession, Depreciation, Capital gains, Income from other sources, Deemed Incomes.

Unit – IV

Set-off and carry forward of Losses, Deductions from GTI, Computation of total income and tax liability of individuals, Rebate from Tax

Unit – V

Assessment of Hindu Undivided Family. Assessment of Firms and Partners.
Tax Deduction at source. Advance Payment of Tax.

Suggested Readings :

1. Agarwal, N.P., Jain, C.M. and Jain, O.P.: Income Tax (Hindi/English).
Ramesh Book Depot, Jaipur
2. Income Tax Act.
3. Income Tax Rules.
4. Mehrotra, H.C.: Income Tax Law and Accounts (Sahitya Bhawan),
(Hindi/English)
5. Patel & Choudhary : Income Tax (Choudhary Prakashan), (Hindi/English)
6. Singhanian, Vinod K.: Student guide to Income Tax (Taxman). (Hindi/English)

2306

B. Com. II Year

2.4 MARKETING MANAGEMENT

UNIT – I

Introduction: Origin of Marketing, Nature, scope, functions and importance of marketing. Marketing concepts – traditional and modern, marketing environment and types.

UNIT – II

Consumer Behavior and Market segmentation: Nature, scope, process and significance of consumer behavior; Market segmentation concept and importance; Bases for market segmentation.

UNIT – III

Marketing Mix: Basic Concept & Scope. 4 Ps of Marketing Mix and 7 Ps of Marketing Mix. Production – Concept & types of product, Product life cycle. Price – concept and factors affecting price, Promotion – Personal selling, Advertising and sales promotion. Latest trends in Marketing: Retail, Rural, Green and e-marketing.

UNIT – IV

International Marketing: Nature, definition and scope of International Marketing; Domestic Marketing vs. International Marketing; International Marketing environment – external and internal.

UNIT – V

Export policy and Practice in India: Exim policy an overview; Trends in India's foreign trade; Steps in starting an export business, Export procedure and documents. International Marketing Patterns.

Suggested Reading :

1. Bose Chandra: Modern Marketing
2. Prof. R.C.S. Rajpurohit, Dr. B.L. Verma-Marketing Management, Ajmera Book Company, Jaipur
3. Porwal, Verma, Khincha, Khanna- Marketing Management (Hindi), Ramesh Book Depot, Jaipur
4. Govin Rajan: Marketing Management
5. Kothari K.K., Jain P.C.: International Marketing, Ramesh Book Depot, Jaipur
6. Philip Kotler; Marketing Management Engle wood clilts; Prentice Hall, NJ
7. Shrivastava P.K.; Marketing (Hindi)
8. Shrinivasan Prentice Hall: International Marketing, Prentice Hall.
9. Stanton W.J., Etzel – Michael J., and Walkerker Bruce J: Fundamentals of Marketing: Mc Grawhllill. New York.

2307

B. Com. II Year

2.5 MONEY AND FINANCIAL SYSTEM

Unit – I

Money: Meaning, Functions and significance, Near Money, Paper Money, Fiat Money Supply of Money, Measures of money stock in India and New monetary equations, Demand for money, value of money – Fisher, Cambridge and Keynesian equations.

Unit – II

Financial System: Meaning Functions, Importance and components of financial system, Financial system and economic development. Indian Financial system – An overview. Inflation and deflation – Meaning, effects and measures to control.

Unit – III

Financial Markets: Money and capital markets, Money market – Meaning constituents and Types, Money market Instruments, Indian Money Market, Reserve Bank of India, Commercial Banks : Meaning and Functions.

Indian Banking System: Innovative Trends in Indian Banking – Retail Banking E-Banking, Internet Banking, Automated Teller Machines, Card less Cash Facility at ATM, Electronic Payment System – NEFT, ECS & RTGS, Kisan Gold Card.

Unit – IV

Capital Market: Meaning & Functions, Composition of the Indian Capital Market Primary and Secondary Market, Demat account.

Functions and Role of Stock Exchange in India, SEBI functions, organization and objectives. Credit Rating : Concept and Significance, Credit Rating Agencies in India.

Unit – V

Development Financial Institutions: Developments Banks – concept, objectives and function, Financial Institutions – All India Development Banks, IDBI, IRBI, ICICI, IFCI, SIDBI, NABARD.

Suggested Readings :

1. Babu G. Ramesh, Financial services in India, Concept Publishing Company, New Delhi.
2. Bhasin Niti, Banking & Financial Markets in India, New Century Publications, New Delhi.
3. Bhole, L.M.: Financial Markets and Institutions, Tata McGraw Hill, Delh
4. Gupta Suraj B.: Monetary Economics, S. Chand & Company, New Delh
5. Mathur M.: Indian Financial System, Himanshu Publishing House, Udaipur (Raj.)
6. Mithani D.M., Money, Banking International Trade & Public Finance, Himalaya Publishing Mumbai.
7. Pathak Bharati V. : Indian Financial system Pearson Educations, New Delhi.
8. Sethi T.T. Mony, Bankings & Trade S. Chand & Company, New Delhi.