



**Vivekanand Education Society's
College of Arts, Science and Commerce
(Autonomous)**

Sindhi Society, Chembur, Mumbai, Maharashtra – 400 071.

Accredited by NAAC "A Grade" in 3rd Cycle - 2017

Best College Award – Urban Area, University of Mumbai (2012-13)

Recipient of FIST Grant (DST) and STAR College Grant (DBT)

Affiliated to the
University of Mumbai

NEP HOLISTIC DEVELOPMENT BASED CURRICULUM

FRAMEWORK

Syllabus for

**Program: B.Com. (Banking & Insurance)
(Program code:)
As per NEP 2020**

**As per Choice Based Semester and Grading System (CBSGS)
with effect from Academic Year 2024 - 2025**

Program Outcomes (PO):

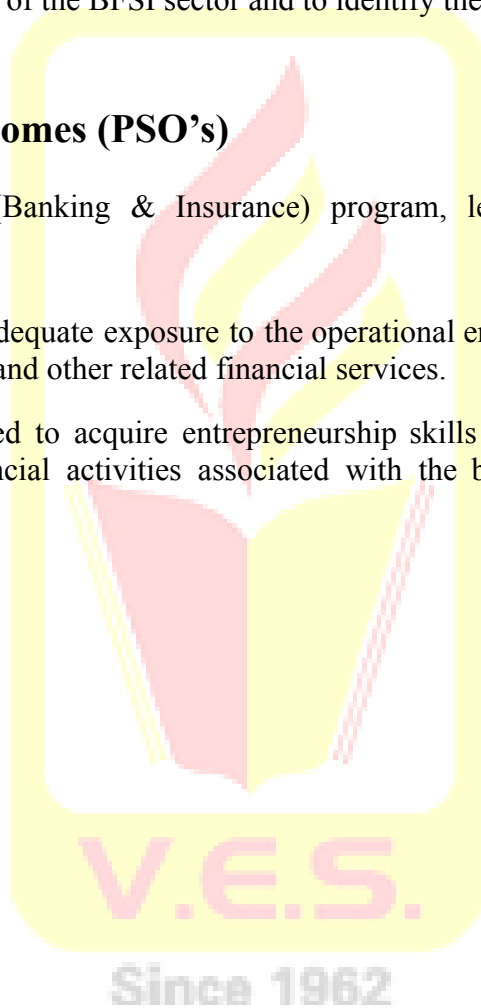
A learner completing B.Com. (Banking & Insurance) will be able to:

- PO1 The Course aims to inculcate and imbibe theoretical and practical skills in field on Accounting, Banking and Taxation.
- PO2 The learners will be able to employ the knowledge on banking and insurance to meet the requirements of the BFSI sector and to identify the solutions for complex problems.

Program Specific Outcomes (PSO's)

On completion of B.Com (Banking & Insurance) program, learners will be enriched with knowledge and be able to

- PSO1 The learners will get adequate exposure to the operational environment in the field of banking, insurance, and other related financial services.
- PSO2 The learners are trained to acquire entrepreneurship skills and competencies for handling various financial activities associated with the banking and insurance sector.



**VIVEKANAND EDUCATION SOCIETY'S COLLEGE OF
ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)**



**VIVEKANAND EDUCATION SOCIETY'S COLLEGE OF ARTS, SCIENCE,
AND COMMERCE (AUTONOMOUS)
SINDHI SOCIETY, CHEMBUR, MUMBAI**

**S.Y.B.Com. (Banking & Insurance) NEP-2020 Course Structure for Academic
Year 2024-25**

Semester-III	
Major (Core) Subjects (Compulsory)	Fundamentals of Banking (4C) Financial Management - I (4C)
Vocational Skill Course (VSC) & Skill Enhancement Courses (SEC)	Mutual Fund Management (2C)
Open/ General Electives (OE/ GE) (Choose any one)	Introduction to Economics Taxation Literacy An Introduction to Insurance Sector Personal Financial Planning Entrepreneurship and Startup Management Brand Building Introduction to Cyber Security AI & us Hormones & you Content Creation & New Media (2C)
Minor Subjects	Management Accounting (4C)
Ability Enhancement Courses (AEC)	English Proficiency -I (2C)
Field Project (FP) / Apprenticeship or Internship (OJT) / Community Engagement & Services (CES) / Co-curricular Courses (CC)	NSS / Sports / Cultural/ DLLE/ Music (CC)



V.E.S.

Since 1962

S. Y. B. B. I. SEMESTER III

Major / Core Course- I

COURSE TITLE: Fundamentals of Banking

COURSE CODE: UMMBIS3-201 [CREDITS - 04]

Course Learning Objective		
The objective of this course is to: 1. To provide knowledge regarding the banking sector and recent development in the banking sector. 2. To understand various of Banking Channels and Payments 3. To provide insights into the initiatives of the government for inclusive financial system such as micro finance		
Course Learning Outcomes		
After completion of this course learner will be able to: 1. Gain knowledge about Micro Finance and Financial Inclusion. 2. Understand the concept of banking, types of banks, crisis faced by banks and its regulatory framework along with Basel accord. 3. Understand the need of Customer Relationship Management and its process in banking. 4. Know about the latest technology used in banking.		
Module 1	An Overview of Banking Industry	[10 L]
	□ Definition of Banks, Types of Banks, Principles of Banking □ Banking System in India, Overview of RBI, Public, Private, Co-operative, Payment Bank, Regional Rural Banks □ Emerging trends of banking - Universal banking, electronic banking, globalization of banking. □ Brief history of banking sector reforms from 1991-2000 and Current developments in banking sector □ Regulatory Architecture – Overview of Banking Regulation Act 1949, Banking Regulation Act (Amendment 2015), Payment and Settlement Act 2007, Negotiable Instrument Act 1881, BIS, Basel I, II and III. □ Bank Crises in India □ Critical Evaluation of Banking Industry in India	
Module 2	Commercial Banking & Banking Ombudsman	[15 L]
	□ Definition and meaning of Commercial Bank, Evolution of Commercial Banking in India, Functions of Commercial Bank, Services offered by Commercial Bank. □ Retail Banking – Meaning, Features, Significance of Retail Banking and Overview of its products □ Corporate Banking -Meaning, Features, Significance of Corporate Banking and Overview of its products □ Rural Banking - Meaning, Features, Significance of Rural Banking and Overview of its products □ Banking Ombudsman – Meaning and Functions	
Module 3	Universal Banking & Technology in Banking sector	[15 L]
	A) Universal Banking	

	• Concept of Universal Banking, Evolution of Universal banking, Services to Government, Payment & Settlement, Merchant Banking, Mutual Fund, Depository Services, Wealth Management, Portfolio Management Bancassurance, NRI Remittance. B) Technology in Banking • Features, norms and Limitations of E- banking, Mobile Banking, Internet Banking, RTGS, POS Terminal, NEFT, IMPS, Brown Label ATM's, White Label ATM's, NUUP, AEPS, APBS, CBS, CTS, Digital Signature , M Wallets , Online opening of bank accounts – savings & current, and application for credit cards, loan. - Open Banking, • Applicability of KYC norms in Banking Sector.	
Module 4	Microfinance & Financial Inclusion	[15 L]
	A) Microfinance • Introduction, Need and Code of Conduct for Microfinance Institutions in India, Advantages, Purpose, Limitations and Models of SHG – Bank Linkage Program. Role of NABARD and SIDBI, Portfolio Securitization, SHG-2, NRLM and SRLM, Priority Sector and its Classification B) Financial Inclusion • Need & Extent, RBI Committee Report of Medium-Term Path on Financial Inclusion 2015, World Findex Report 2015, NISM Report 2015, (Only Brief Extracts relating to bank account holdings and credit taken and contrast between developing and developed nations.) Features & Procedures of Pradhan Mantri Jan Dhan Yojana, and PM Mudra Yojana. Features, procedures and significance of Stand-up India Scheme for Green Field JAM Trinity concept	
Ref:	☐ Banking Law and Practice – M.L Tannan ☐ Microfinance Perspective and Operations – IIBF, 2016. ☐ Rural Banking Operations – IIBF, 2017 Edition ☐ Financial Inclusion and Growth Governance- Deepali Pant Joshi Gyan Publishing House ☐ Bank Financial Management Paperback – 2010 –IIBF ☐ Money Banking And Finance Paperback – 2009 -N K Sinha ☐ Principles and Practices of Banking Paperback – 2015 – IIBF ☐ Principles and Practices of Banking 11 edition Paperback – 2015 - N S Toor, Arun Toor ☐ Principles of Banking (With Case Studies) Hardcover – 2009 - Rakesh Kumar ☐ Modern Banking In India, Gupta	

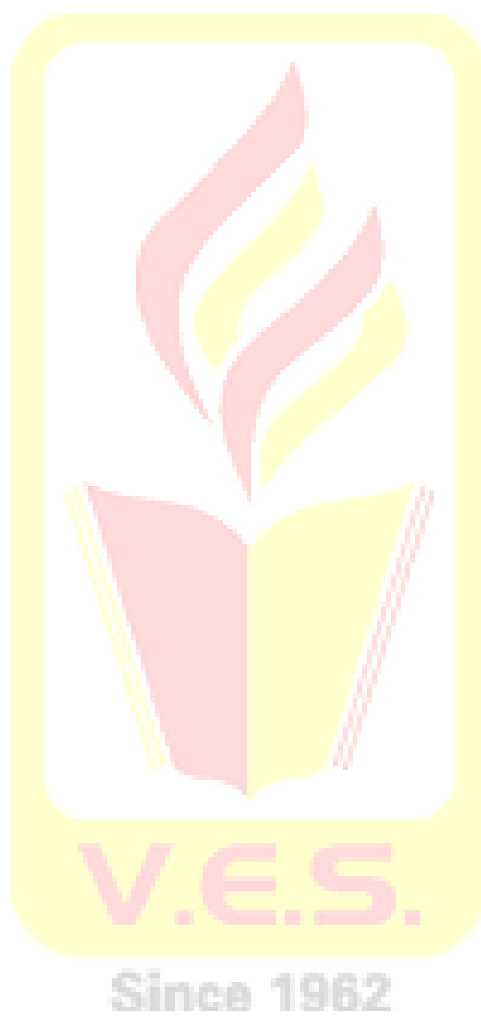
Major / Core Course- II

COURSE TITLE: Financial Management - I

COURSE CODE: UMMBIS3-202 [CREDITS - 04]

Course Learning Objective		
The objective of this course is to: To acquaint the students with the basic analytical techniques and methods of financial management of business firms and how does these aspects affect the overall financial wellbeing of the company.		
Course Learning Outcomes		
After completion of this course learner will be able to: ☐ Learn about investment decisions and financial planning ☐ Ensure safety of investments by proper planning relating to various finance related activity. ☐ Understand optimum fund utilization		
Module 1	Introduction to Finance and Financial Management	[15 L]
	A) Introduction to Finance · Meaning ,definition and importance of finance · Sources of finance: Long Term Sources & Short Term Sources B) Financial Management · Meaning ,Importance and Scope of Financial Management · Functions and Objectives of Financial Management · Emerging role of Finance Managers in India. C) Objectives of the Firm Profit Maximization and Shareholders Wealth Maximization, Profit V/s Value Maximization	
Module 2	Financial Goal Setting & Time value of Money	[10 L]
	A) Financial Goal Setting : Introduction , Financial Forecasting – Meaning, Techniques, Benefits , Economic Value Added (EVA) B) Time Value of Money : Concept , Techniques of Discounting and Compounding,	
Module 3	Investment Decisions: Capital Budgeting	[15 L]
	Capital Budgeting: Nature, Purpose of Capital Budgeting, Types of Capital Investment , Basic Principle of Measuring Project Cash Flows	
Module 4	Financial Decisions	[20L]
	A) Cost of Capital: Introduction and Definition of Cost of Capital · Measurement of WACC using book value and market value method. B) Capital Structure Decisions: · Meaning and Choice of Capital Structure · Importance of Optimal Capital Structure · EBIT -EPS Analysis · Capital Structure Theories	
References:	☐ I M Pandey, Vikas Publishing House. ☐ M.Y. Khan, P. K. Jain, Tata McGraw Hill. ☐ Ravi M Kishore, Taxman ☐ James C Van Horne, Prentice Hall	

	☐ Prassana Chandra, Prentice Hall ☐ Chandra Haribariran Iyer: IBHL Publication.	
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**Vocational Skill Course (VSC) &
Skill Enhancement Courses (SEC)**

**COURSE TITLE: Mutual Fund Management
COURSE CODE: UVS BIS3-226 [CREDITS - 02]**

Course Learning Objective
The objective of this course is to: 1. To make students aware about the mutual fund industry. 2. To make students understand about various schemes of mutual funds available in the market and how to choose the best scheme. 3. To gain practical knowledge about returns earned on various schemes of mutual funds.
Course Learning Outcomes
After completion of this course learner will be able to: ☐ understand basic concepts as well as its Regulatory authorities of Mutual Fund ☐ Explain types of Mutual funds and be able to select the best mutual fund scheme as per the objectives of the investor. ☐ calculate the Return on various mutual fund scheme

Module 1	Introduction to Mutual Fund	15 L
	(A) History & Origin, Definition, Meaning, Characteristics, Advantages, Disadvantages, Limitations of Mutual Funds, Ethics in Mutual Fund. Entities involved – Sponsor, Trust, Trustee, Asset Management Company, Registrar and Transfer Agent (RTA) and Fund Houses in India. B) Legal Framework - Role of regulatory agencies for Mutual funds – SEBI, RBI, AMFI, Ministry of Finance, SRO, MF guidelines on advertisement, Revised Rules and Regulations in Mutual Fund	
Module 2	Classification of Mutual Fund	15 L
	A) Types of Mutual Fund- (introduction and Characteristics) ☐ Functional/Operational – Open ended, close ended, Interval ☐ Portfolio – Income, Growth, Balanced, MMMF, Geographical / Location Domestic, Offshore ☐ Miscellaneous - Tax Saving Funds, Exchange Traded Funds, Balance Funds, Fixed Term Plan, Debt Funds, Systematic Investment Planning & Systematic Transfer Plan, Flexi Cap Fund B) Portfolio Maturity, Calculations of NAV.	
Reference	☐ Future scenario of Financial services : R. Gordan & Natarajan (Himalaya) ☐ Marketing of Financial services : V. K. Avadhani (Himalaya) ☐ MF, Data, Interpretation & analysis : K.G. Shahadevan & Thripairaju (Prentice hall of India), Mutual funds in India (Modern scenario): Dr. Manoj Dave & Mr. Lalitkumar Chauhan, (Paradise Publishers) ☐ Mutual Funds & Financial Management : Ramesh Garg (Yking books) ☐ Mutual Fund products & services : Indian institute for Banking & Finance (Taxmann)	

OPEN ELECTIVE (offered by department to other departments)

COURSE TITLE: An Introduction to Insurance sector

COURSE CODE: UOEBIS3-259 [CREDITS - 02]

Course Learning Objective		
The objective of this course is to: 1. To understand what insurance is, how insurance works and to determine insurance needs. 2. To familiarize with major insurance products, such as life insurance and non- life insurance policies. its procedure and claim settlement.		
Course Learning Outcomes		
After completion of this course learner will be able to: 1. To understand the terminologies of insurance, regulatory and traditional and non-traditional plans. 2. Students will be able to explain the role of life and non-life policies		
Module 1	Understanding the insurance sector	[15 L]
	Basic terminologies related to life insurance and general insurance, Structure of insurance industry Regulatory environment and authorities - IRDA Role of insurance agents and brokers An introduction to life insurance (Products of life insurance – only concepts and non-traditional plans – only concepts)	
Module 2	An introduction to Non-life insurance	[15 L]
	Fire insurance, Marine insurance Health insurance – meaning, need, importance, procedure, claim, determinants of risk premium Vehicle insurance – meaning, need & importance, determinants of risk premium, procedure, claim procedure. Miscellaneous insurance	
Ref:	1. The Fundamentals of Insurance Theories Principles & Practices by Hargovind Dayal, Notion press. 2. Insurance Claim Solution – Der. L.P Gupta (Revised Edition) 3. The Life Insurance Industry in India (Current state and Efficiency), by Tapas Kumar Parida & Debashis Acharya, Palgrave Macmillan. 4. Insurance Principles and Practices by M.N.Mishra & Dr. S. B. Mishra, S.Chand & Co. Pvt. Ltd. 5. Handbook of Insurance, George Dionne, Springer. 6. Websites of LIC, SBI and ICICI , IRDA ,and other insurance companies (Products)	

MINOR
COURSE TITLE: Management Accounting
COURSE CODE: UMNBS3-216 [CREDITS - 04]

Course Learning Objective		
This course intends to make the students familiar with the essential of accounting used for decision making.		
Course Learning Outcomes		
After completion of this course learner will be able to: ☐ This course will enable the students to combine practical & theoretical knowledge of Management accounting. ☐ The course will provide the knowledge to the students about working capital financing. ☐ The students of this course will be active learners & develop awareness of emerging trends in management accounting.		
Module 1	Introduction to Management Accounting	[15 L]
	Meaning and Definition, Scope, Functions, Objectives, Importance, Role of Management Accounting, Management Accounting Framework, Tools of Management Accounting	
Module 2	Financial Statement Analysis	[15 L]
	A) Introduction to Corporate Financial Statements: Understanding the Balance sheet and Revenue statements with the headings and subheadings, Uses of financial statements, Users of Financial Statements. B) Financial Statement Analysis Introduction and Meaning of Financial Statement Analysis, Steps, Objective, Types of Analysis. · Ratio analysis: Meaning, classification, Du Point Chart, advantages & limitations. · Balance Sheet Ratios / Revenue Statement Ratios/ Combined Ratios	
Module 3	Working Capital Management	[15 L]
	Concept, Nature of Working Capital, Planning of Working Capital, Estimation /Projection of Working Capital Requirements in case of Trading and Manufacturing Organization Operating Cycle.	
Module 4	Management of Profits/Dividend Policy	[15 L]
	Meaning, Types, Factors influencing dividend policy, Forms of dividend. Determinants of Dividends Policy: Factors; Dividend Policy in India; Bonus Shares (Stock dividend) and Stock (Share) Splits; Legal, Procedural; and Tax Aspects associated with Dividend Decision	
Ref:	Introduction of management accounting learning – Charbs T Horngren, PHI • Management Accounting – I.M Pandey, Vikas Publications • Advanced Management Accounting – Robert S Kailer. • Essential of management accounting – P. N. Reddy, Himalaya publication. • Management Accounting – Khan and Jain, Tata McGraw Hill. • Management Accounting – R. P. Rastogi.	

**S.Y.B.Com. (Banking & Insurance) NEP-2020 Course Structure for Academic
Year 2024-25**

Semester-IV	
Major (Core) Subjects (Compulsory)	1. Fundamentals of Insurance (4C) 2. Financial Management - II (4C)
Vocational Skill Course (VSC) & Skill Enhancement Courses (SEC)	1. Business Law (2C)
Open/ General Electives (OE/ GE) (Choose any one)	1. Introduction to Economics 2. Taxation Literacy 3. An Introduction to Insurance Sector 4. Personal Financial Planning 5. Entrepreneurship and Startup Management 6. Brand Building 7. Introduction to Cyber Security 8. AI & us 9. Hormones & you 10. Content Creation & New Media (2C)
Minor Subjects	1. Cost Accounting (4C)
Ability Enhancement Courses (AEC), Indian Knowledge System (IKS) and Value Education Courses (VEC)	1. English Proficiency -II (2C)
Field Project (FP) / Apprenticeship or Internship (OJT) / Community Engagement & Services (CES) / Co-curricular Courses (CC)	1. NSS / Sports / Cultural/ DLLE/ Music (CC)

V.E.S.

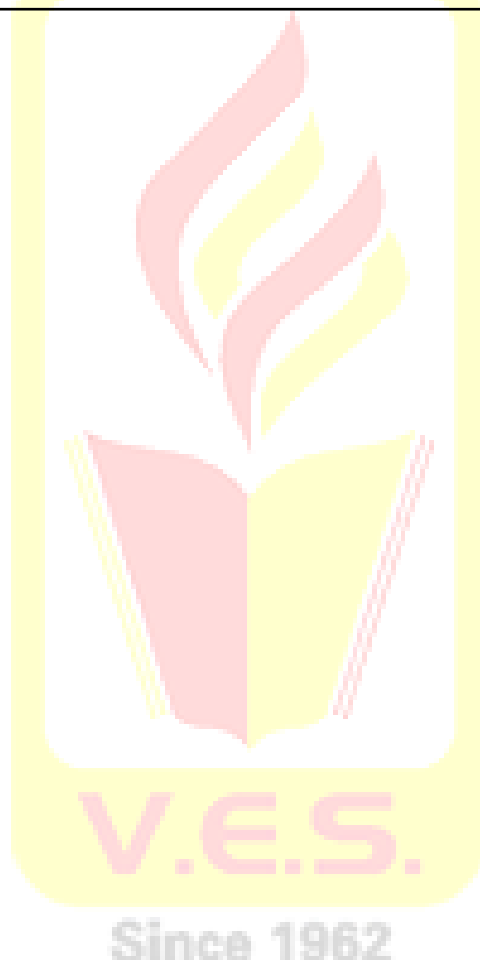
Since 1962

Major / Core Course- I

COURSE TITLE: Fundamentals of Insurance **COURSE CODE:UMJBIS4-101 [CREDITS - 04]**

Course Learning Objective		
The objective of this course is to: Objective: 1. To understand what insurance is, how insurance works and to determine insurance needs. 2. To familiarize with major insurance products, such as life insurance, health insurance, property, and liability insurance etc. 3. To identify role of insurance in logistic. 4. To understand availability of various career opportunities in Insurance Sector		
Course Learning Outcomes		
After completion of this course learner will be able to: • To understand the terminologies of insurance and various traditional and non-traditional plans of LIC and different companies, they will be able to understand various job opportunities available in insurance industry • Students will be able to distinguish various policies of different companies. • Students will be able to explain the role of life, health, motor, and home insurance. • Students may be able to analyse the policies of various insurance companies and select a best policy from it		
Module 1	An Introduction to Life Insurance	
	A) Life Insurance Business – Components, Human Life Value Approach, Mutuality, Principle of Risk Pooling, Life Insurance Contract, Determinants of Risk Premium B) Products of LIC – Introduction of life insurance plans - Riders in plan - Introduction, Forms and procedures C) Non-Traditional Life Insurance Products D) Careers in Insurance - Introduction of various job roles and job opportunities – underwriter, actuary, surveyor, claim manager, account officer etc. qualification, skills required etc. E) Insurance schemes given by Govt.	
Module 2	An Introduction to Health Insurance	
	A) Health Insurance – Meaning, IRDA Regulations, determinants of Health Insurance, Health Insurance Market in India and determinants of Risk Premium. B) SBI - Introduction and Forms and Procedures of Hospitalization, Indemnity Products, top up covers, cashless insurance, Senior citizen plans, critical illness plans and Micro Insurance.	
Module 3	An Introduction to Home and Motor Insurance	
	A) Home Insurance - Introduction, Forms and Procedures, Inclusions and Exclusions in policies, Determinants of Risk Premium and Impact of Catastrophes on Home Insurance. B) Vehicle Insurance- SBI and ICICI Plans-Introduction, Forms and Procedures, Determinants of Risk Premium, Inclusions and Exclusions	
Module 4	Role of Insurance in Logistic	

	A) Role of Insurance in Logistic - Meaning & Importance, Hazards, Protection, Social Security – Type of Risks and Accidents. B) Fire Insurance – SBI and ICICI Plans – Introduction, Forms and Procedures, Standard Fire and Special Perils Policy, Tariff system and special policies	
Ref:	1. The Fundamentals of Insurance Theories Principles & Practices by Hargovind Dayal, Notion press. 2. Insurance Claim Solution – Der. L.P Gupta (Revised Edition) 3. The Life Insurance Industry in India (Current state and Efficiency), by Tapas Kumar Parida & Debashis Acharya, Palgrave Macmillan. 4. Insurance Principles and Practices by M.N.Mishra & Dr. S. B. Mishra, S.Chand & Co. Pvt. Ltd. 5. Handbook of Insurance, George Dionne, Springer. 6. Websites of LIC, SBI and ICICI (Products)	



Major / Core Course- II

COURSE TITLE: Financial Management - II.

COURSE CODE: UMJBIS4-202 [CREDITS - 04]

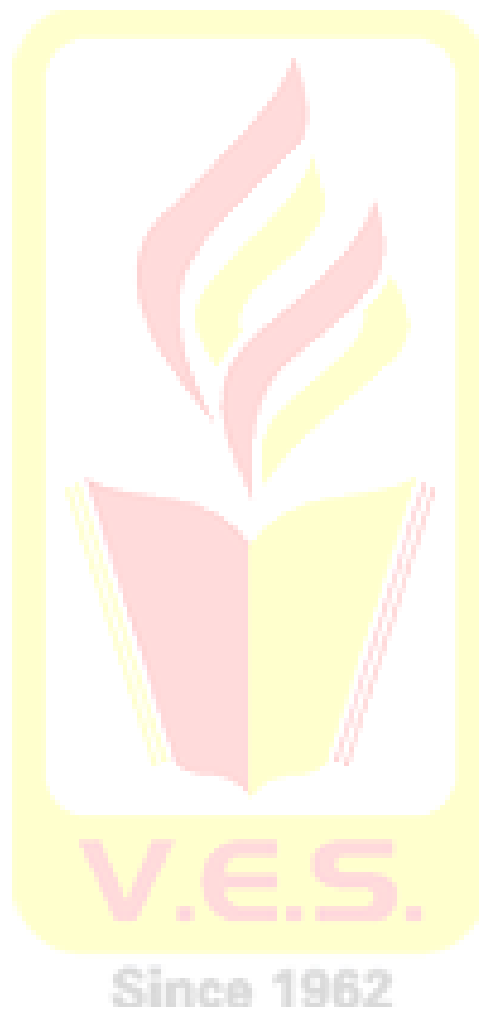
Course Learning Objective		
The objective of this course is to: a) To make understand learners concept of working capital financing. b) To make understand learners concept of cash management; receivable management c) To make understand learners concept of leverage and implications on financial position		
Course Learning Outcomes		
After completion of this course learner will be able to: ☐ Learners will be able to understand various concepts relating to cash management; receivable management. ☐ Learners will be able to apply various budgeting techniques in decision making policy of company. ☐ Learners will be able to learn and apply various financial policy and strategy		
Module 1	Working Capital Financing and Cash Management	[15 L]
	Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India.	
Module 2	Management of Components of Working Capital	[15 L]
	· Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. · Inventory Management: Objectives; and Techniques.	
Module 3	Financial Planning & Budgeting	[15 L]
	· Introduction · Meaning and Essentials of Budget · Types of Budget · Advantages of Budgeting - Sales Budget, Cash Budget, and Flexible Budget.	
Module 4	Financial Policy and Corporate Strategy	[15 L]
	· Meaning of Strategic Financial Management · Strategic financial decision-making framework · Functions of Strategic financial management Business Risk and Financial Risk · Introduction · Debt v/s Equity Financing · Types of Leverage	
Ref:	· Financial Management: I M Pandey, Vikas Publishing House. · Financial Management: M.Y. Khan, P.K. Jain, Tata McGraw Hill. · Financial Management : Ravi M Kishore, Taxman · Financial Management : James C Van Horne, Prentice Hall · Financial Management: Prassana Chandra, Prentice Hall. · Financial Management: Chandra Haribariran Iyer: IBHL Publication.	

Vocational Skill Course &
Skill Enhancement Courses (VSEC)

COURSE TITLE: Business Law
COURSE CODE: UVS BIS4-103 [CREDITS - 02]

Course Learning Objective		
The objective of this course is to: 1. Provide students with a basis for understanding the interaction of legal analysis with human behaviour, including interpersonal dynamics and communication. 2. Expose students to the demands, constraints, and methods of thinking in role as lawyers. 3. To maintain data and information of all new and emerging issues in the banking and Insurance sector and become a “Think Tank” for the government and the Insurance sector and conduct research work for the benefits of the government and the entire financial system. 4. To offer Banking and Insurance literacy programs to the students and the general public in partnership with educational institutions and development agencies.		
Course Learning Outcomes		
After completion of this course learner will be able to: 1. Learners gain an understanding of negotiable instrument act and applications in real life situations 2. Learners will be able to understand the functions of the depository system.		
Module 1	Negotiable Instrument Act	10L
	1. Promissory Note, Bill of Exchange and Cheque 2. Holder and Holder in Due Course 3. Kinds of Negotiable Instruments 4. Parties to a Negotiable Instrument 5. Negotiation, Endorsement and Maturity of Instruments 6. Presumption as to Negotiable Instruments 7. Estoppels under Negotiable Instruments Case Study: Case Laws:- 1. Great Western Railway Co. Ltd. vs. London and County Banking Co 2. U. Ponnappa Moothan Sons, Palghat vs Catholic Syrian Bank Ltd 3. Chindambaram v. PT Ponnusamy	
Module 2	Insurance as a Contract	
	Essentials of an Insurance Contract Nature of an Insurance Contract Parties to a contract of insurance	
Module 3	Insurance and Consumer Protection Act	
	• Insurance as a Service • Misrepresentation and Not Settlement of Claims as Deficiency in services. Case Laws:- 1. National Insurance Co. Ltd. Vs Hindustan Safety Glass Works Ltd. 2. Bajaj Allianz General insurance Co. Ltd. Vs. Smt. Achala Rudraniwas Marde I 3. Om Prakash vs Reliance General Insurance and Anr	

Ref:	1. Banking Law and Practice in India, M L Tannan, Lexis Nexis. 2. Insurance Law and Principles, Sachin Rastogi, Lexis Nexis. 3. Modern Law of Insurance in India- Dr. KVS Sharma & KSN Murthy, Lexis Nexis.	
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Minor Subjects

COURSE TITLE: Cost Accounting
COURSE CODE: UMNBS4-216 [CREDITS - 04]

Course Learning Objective		
The objective of this course is to: • To make learners understand various concepts of Cost Accounting. • To make learners understand the concept of classification of cost. • To make learners understand the basic objective of cost i.e Costing, Cost report and Cost control.		
Course Learning Outcomes		
After completion of this course learner will be able to: • The learners will be able to understand basic components of cost accounting. • The learners will be able to understand Cost Classification for Stock Valuation, Profit measurement and Elements of cost. • It will help the learners to understand the concepts of Marginal costing • Learners will be able to understand the concept of Standard Costing with regards to Material and Labour		
Module 1	Introduction to Cost Accounting and Classification of Costs	15L
	• Objectives and scope of Cost Accounting, • Cost centres and Cost units, • Cost classification for stock valuation, Profit measurement, Decision making and control, Coding systems • Elements of Cost	
Module 2	Cost Sheet and Reconciliation	20L
	Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre, Cost Sheet Note- Practical problems based on preparation of cost sheet (NORMAL COST SHEET AND ESTIMATED COST SHEET) Reconciliation of cost and financial accounts. Note- Practical problems based on preparation of cost sheet reconciliation of cost and financial accounts	
Module 3	Standard Costing	10L
	Various types of standards, setting of standards, Basic concepts of Material, Labour and Overhead (Fixed and Variable) variance analysis.	
Module 4	Introduction to Marginal Costing	15L
	Marginal costing meaning, application, advantages, limitations,	

	Contribution, Breakeven analysis and profit volume graph. Note:- Practical problems based on Marginal Costing excluding decision making	
Ref:	• <i>Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi</i> • <i>Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i> • <i>Cost Accounting by Jawahar Lal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i> • <i>Cost Accounting by Ravi M. Kishore, Taxmann Ltd., New Delhi</i> • <i>Principles and Practices of Cost Accounting by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta</i> • <i>Cost Accounting Theory and Practice by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai</i> • <i>Cost Accounting Principles and Practice by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi</i> • <i>Advanced Cost and Management Accounting: Problems and Solutions by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi</i> • <i>Cost Accounting by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana · Modern Cost and Management Accounting by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi</i>	

