

Teaching plan 2009-10

F.Y.B.Com

SUBJECT	FIRST TERM	SECOND TERM
Financial A/c (General)	<ul style="list-style-type: none"> • Dissolution of Partnership firm • Conversion of Partnership firm into a Company • Piecemeal Distribution of cash • Joint venture • Single Entry • Investment Accounts 	<ul style="list-style-type: none"> • Consignment Accounts • Branch accounts • Fire claims
Financial A/c (Corporate)	<ul style="list-style-type: none"> • Share Capital Transactions • Buy back of shares • Capital Reduction • Alteration of share capital-1,2,3 • Underwriting commission • Accounting standards 	<ul style="list-style-type: none"> • Business purchase • Profit Prior to Incorporation • Company final accounts • Insurance Company accounts
B.O. & M- I	<ul style="list-style-type: none"> • Planning & Planning Premises • Controlling • Evolution of schools of management thoughts • Management by objectives • Strategic Planning • Organization 	<ul style="list-style-type: none"> • Management of change • E-commerce • Motivation • Leadership
Economics	<ul style="list-style-type: none"> • Intro to Eco- Definitions, Central problems- Price Mechanism • Elasticity of Demand- Price, Income & Cross • Production- Law of Variable Proportion- Isoquants- Economies of Scale- Diseconomies • Theory of Costs • Market Structure-Objs.of firm-Perfect competition 	<ul style="list-style-type: none"> • Monopoly • Monopolistic Competition • Price Discrimination • Oligopoly • Marginal productivity, Theory of Distribution- wages • Rent- Interest- Profit

Adv. Statistics-I	<ul style="list-style-type: none"> • Permutation & Combination • Principle of Mathematical Induction • Binomial Expansion • Probability • Expected value • Functions • Limits • Continuity • Differentiation 	<ul style="list-style-type: none"> • Moments • Probability Distributions • Decision Theory • PERT- CPM • Quadratic Equations
English	<p>FOR GUJARATI MEDIUM:- 4 chapters text & 3 Poems</p> <p>FOR ENGLISH MEDIUM:- 4 chapters text & 3 Poems</p> <p>GRAMMAR:- Tense, Articles, Paragraph writing</p>	<p>FOR GUJARATI MEDIUM:- 3 chapters text & 2 Poems</p> <p>FOR ENGLISH MEDIUM:- 3 chapters text & 2 Poems</p> <p>GRAMMAR:- Prepositions, Auxiliaries, & Paragraph writing</p>
C.C.-I	<ul style="list-style-type: none"> • Definition of Communication • Process and aims of communication • Inquiry & Reply, Quotation, Reply & Order Letters • Introduction to summary writing • Words/Vocabulary:- 35 from the list 	<ul style="list-style-type: none"> • Types of communication • Complaint, Adjustment, Sales, Collection, Application Letters • Précis writing • Words/Vocabulary:- from the list
S.P.-I	<ul style="list-style-type: none"> • Meaning and characteristics of company • Promoters of a Public Company • Directors • Type of Capital • Allotment of Shares • Private Placement 	<ul style="list-style-type: none"> • Listing of Securities • Office Management • Concept of Modern office

S.Y.B.Com

SUBJECT	FIRST TERM	SECOND TERM
Adv. Accountancy- II (Costing)	<ul style="list-style-type: none"> • Introduction of costing • Materials • Labour • Overheads • Unit costing • Contract costing • Job & Batch Costing 	<ul style="list-style-type: none"> • Reconciliation of profit • Non-Integrated accounts • Operating Costing • ABC costing • Uniform Costing • JIT
Adv. Accountancy- III(Corporate & Auditing)	<ul style="list-style-type: none"> • Banking Company Accounts • Liquidation of Co. • Valuation of Goodwill • Auditing:- <ul style="list-style-type: none"> - Introduction, Objects, Types of audit - Internal Check- Control - Auditor's Liability - Company Auditor 	<ul style="list-style-type: none"> • Electricity company & Replacement Accounts • Valuation of Shares • AS-20 & 26 • Auditing:- <ul style="list-style-type: none"> - Vouching, Valuation & Verification of Assets & Liabilities - Company Audit
Taxation	<ul style="list-style-type: none"> • Introduction • Definitions • Residential Status • Salary Income • Business Income • Income from House Property • Income Tax Authorities • Exempted Income 	<ul style="list-style-type: none"> • Income from Other Sources • Capital Gains • Computation of Total Income • Rebate & Deduction • VAT
B.O. & M.-II	<ul style="list-style-type: none"> • Marketing & Marketing Management • Marketing Mix & concepts of Marketing • Market Segmentation • Buyer behavior • Marketing in different demand situations • Product & product life cycle • Pricing • Money market & Capital market 	<ul style="list-style-type: none"> • Introduction to Personnel Management • Scope of Personnel Management • Manpower Planning • Recruitment & selection • Training & Development • Transfer, Promotion, & Demotion • Career Planning • Performance Appraisal • Money market & Capital market contd. • M-commerce
Economics	<ul style="list-style-type: none"> • Introduction to Managerial Eco- Nature- Scope-Role & Responsibilities 	<ul style="list-style-type: none"> • Market demand Analysis • Demand forecasting • Entrepreneurial programme

	<ul style="list-style-type: none"> • Basic concepts • Introduction to Entrepreneurial Eco-Def.- Emergence-Theories- Role of Socio-Eco Environment • Role of Entrepreneur in Economic Development 	<ul style="list-style-type: none"> • Promotion of Venture & Opportunity Analysis
Adv. Statistics-II	<ul style="list-style-type: none"> • Differentiation • Statistical Quality Control • Acceptance Sampling 	<ul style="list-style-type: none"> • Integration • Operations Research • Large Sample Test • Probability Distributions
C.C.	<ul style="list-style-type: none"> • Teaching of Text • Barriers to Communication • Agency correspondence • Banking Correspondence • Teaching of Foreign words 	<ul style="list-style-type: none"> • Teaching of text • Corporate Communication • Secretarial Correspondence • Minutes, Notice, Agenda Writing • Comprehension
S.P.	<ul style="list-style-type: none"> • Alteration in share capital • Debenture • Directors and managing directors of the co. • Corporate governance • Administration of Co. Law • Investigation of co.'s administration 	<ul style="list-style-type: none"> • Capital market-Share market • Mutual fund • Co. Auditor • Winding up/Liquidation of the co.

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SUBJECT	FIRST TERM	SECOND TERM
Adv. Accountancy-IV	<ul style="list-style-type: none"> • Process costing • Marginal costing • Decision making • Capital budgeting • Leverage 	Standard costing-1&2 Flexible budget Budgetary control & Types of budget Cash budget
Adv. Accountancy & Auditing-V	<ul style="list-style-type: none"> • Cash flow • Management accountancy • Amalgamation • Auditing:- <ul style="list-style-type: none"> - Company Audit - Auditor's Report & Certificate - Audit Programme 	<ul style="list-style-type: none"> • Accounting Ratios • Financial Statements • Absorption • Auditing:- <ul style="list-style-type: none"> - Investigation - Divisible profit
B.O.&M-III	<ul style="list-style-type: none"> • Finance function • Introduction to Financial management • Capitalization • Capital Structure • Trading on Equity • Cost of Capital • Working Capital Management • Dividend Policy • Production management 	<ul style="list-style-type: none"> • Branding • Channels of Distribution • Advertising & Publicity • Personal selling • E-Marketing & Internet • Marketing Research • Disaster Management • Crisis Management • International Marketing
Economics	<ul style="list-style-type: none"> • Money • Reserve Bank of India • Interest Rates in India • Fiscal Policy 	<ul style="list-style-type: none"> • Finance • Banking in India • Centre-State Financial relations • International Financial Institutions- IMF & WB
Business Statistics	<ul style="list-style-type: none"> • Coordinate Geometry • Matrix Theory • Time Series • Forecasting • Correlation • Regression 	<ul style="list-style-type: none"> • Association of Attributes • Vital Statistics • Interpolation & Extrapolation • Linear Programming • Arithmetic & Geometric progression
Business Laws	<ul style="list-style-type: none"> • The Indian Contract Act, 1872 • The Consumer Protection Act • Central Excise & Customs Act 	<ul style="list-style-type: none"> • Companies Act, 1956 • The Securities Control & Regulation Act • The Sale of Goods Act • The Negotiable Instrument Act

		<ul style="list-style-type: none">• Special contracts of Agency, Bailment & Pledge, Indemnity & Guarantee
C.C.	<ul style="list-style-type: none">• Teaching of Text• Business Reports• Questionnaires• Press reports	<ul style="list-style-type: none">• Teaching of Text• Market Reports• Insurance Correspondence• Import-Export Correspondence