

Programme Structure

M.Voc in Professional Accounting (NCrF-Level 6.5)

Program Learning Outcomes

After completing this program, students will:

- Acquire a comprehensive understanding of direct and indirect taxation practice.
- Develop proficiency in legal and taxation related compliances such as filing GST and Income tax return.
- Gain accounting skills like preparation of financial statements of non-corporate entities and corporate entities.
- Acquire in-demand skills like GST compliances, Auditing and financial reporting.
- Develop professional Management Accountant skills and acquire proficiency in management consultancy
- Acquire practical application of Finance and develop financial advisor skills and competencies.
- Develop proficiency in Auditing concept and applications.

Application of knowledge and skills

The candidates will be able to apply this knowledge in the following tasks

- Book keeping and financial statements preparation for range of business entities in accordance with Indian Accounting Standards
- SME's-Corporates and Non-Corporates statutory compliances
- Payroll preparation and Salary Accounting
- Preparing tax returns in accordance Direct and Indirect tax regulations including post filing compliances and communications and tax planning

Skills required to perform and accomplish tasks

- Accounting skills
- Communication skills
- Presentation skills
- Spreadsheet handling skills
- Accounting software handling skills

Generic learning outcomes

- Demonstrate critical thinking skills, creativity, and an innovative mindset in understanding and addressing business issues.
- Learn the professional ethical policies and practices to be a socially responsible and accountable
- Manifest leadership qualities, interpersonal and, communication abilities, and a commitment to lifelong learning.
- Apply entrepreneurial knowledge, skills, and characteristics to become self-employed and job creators.

Program Structure
M.Voc in Professional Accounting

Semester I					
S.No	Subject Name	Theory/Practical	Assessment	Credits (L-P-Pr)	Hours
1	Financial Accounting and Ethics – Concepts	Theory	100	3-0-0	45
2	Financial Accounting and Ethics – Applied	Practical	100	0-2-0	60
3	Business Regulatory Laws Compliances – Concept	Theory	100	3-0-0	45
4	Business Regulatory Laws Compliances – Applied	Practical	100	0-2-0	60
5	Direct Tax Laws Compliances – Concept	Theory	100	3-0-0	45
6	Direct Tax Laws Compliances – Applied	Practical	100	0-2-0	60
7	Indirect Tax Laws Compliances – Concept	Theory	100	3-0-0	45
8	Indirect Tax Laws Compliances – Applied	Practical	100	0-2-0	60
			Total	20	420

Semester II					
S.No	Subject Name	Theory/Practical	Assessment	Credits (L-P-Pr)	Hours
1	Fundamentals of Entrepreneurship Development- Concept	Theory	100	3-0-0	45
2	Business and Technology- Concept	Theory	100	3-0-0	45
3	Management Information Systems (MIS)- Concept	Theory	100	2-0-0	30
4	On-the-Job Training / On-the-Job Learning/ Major Project	Practical	100	0-0-12	-
			Total	20	120

Semester –III					
S.No	Subject Name	Theory/Practical	Assessment	Credits (L-P-Pr)	Hours
1	Financial Reporting – Concept	Theory	100	3-0-0	45
2	Financial Reporting – Applied	Practical	100	0-2-0	60
3	Audit and Assurance – Concept	Theory	100	3-0-0	45
4	Audit and Assurance – Applied	Practical	100	0-2-0	60
5	Strategic Management and Leadership- Concept	Theory	100	4-0-0	60
6	Research Methodology- Concept	Theory	100	2-0-0	30
			Total	16	300

Semester IV					
S.No	Subject Name	Theory/Practical	Assessment	Credits (L-P-Pr)	Hours
1	Financial Management – Concept	Theory	100	3-0-0	45
2	Financial Management – Applied	Practical	100	0-2-0	60
3	Management Accounting - Concept	Theory	100	3-0-0	45
4	Management Accounting – Applied	Practical	100	0-2-0	60
5	Strategic Business Reporting- Concept	Theory	100	4-0-0	60
6	Dissertation	Practical	100	0-10-0	-
			Total	24	270

Note: The candidate exiting after completing second semester will be awarded PG Diploma in Taxation.

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Financial Accounting and Ethics-Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Explain the context and purpose of financial accounting
CLO2	Define the qualitative characteristics of financial information
CLO3	Demonstrate the use of double-entry and accounting systems
CLO4	Record transactions and events
CLO5	Prepare a trial balance (including identifying and correcting errors)
CLO6	Prepare basic financial statements for incorporated and unincorporated entities in accordance with accounting standards
CLO7	Apply fundamental ethical and professional principles to for professional accountants

Module 1: (9 Hrs.)

The context and purpose of financial reporting, The scope and purpose of, financial statements for external reporting, Users' and stakeholders' needs, The main elements of financial reports, The regulatory framework, Duties and responsibilities of those charged with governance

Module 2: (3 Hrs.)

The qualitative characteristics of financial information

Module 3: (7 Hrs.)

The use of double-entry and accounting systems, Double-entry book-keeping principles including the maintenance of accounting records, Ledger accounts, books of prime entry and journals

Module 4: (8 Hrs.)

Recording transactions and events, Sales and purchases, Cash, Inventory, Tangible non-current assets, Depreciation, Intangible non-current assets and amortization, Accruals and prepayments,, Receivables and payables, Provisions and contingencies, Capital structure and finance costs.

Module 5: (6 Hrs.)

Preparing a trial balance, Trial balance, Correction of errors, Control accounts and reconciliations, Bank reconciliations, Suspense accounts.

Module 6: (9 Hrs.)

Preparing basic financial statements of different types of entities, Statements of financial position, Statements of profit or loss and other comprehensive income, Disclosure notes, Events after the reporting period Statements of cash flows, Incomplete records, Income and Expenditure

Module 7: (3 Hrs.)

Fundamental ethical and professional principles

Suggested Readings:

1. Financial Accounting by Dr. S.N. Maheshwari and Dr. S.K. Maheshwari
2. Tally. ERP 9 in Simple Steps by Kogent Learning Solutions Inc.
3. Indian Accounting Standards: A Comprehensive Guide by Dr. R. Venkatakrisnan
4. SAP FICO Beginner's Handbook: Step By Step A-Z Guide to Implementing SAP FICO by Shivmohan Purohit.

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Financial Accounting and Ethics- Applied	60	0	2	0	2

Course Learning Outcomes

CLO1	Preparation of Financial Statements of various entities on MS Excel
CLO2	Computerized Accounting and Finalization of different entities using accounting packages

Practical	1: Preparation Financial Statements of Sole Trader/ HUF, Firm, LLP, Trust/NGO, Membership Societies/AOP, Cooperative Societies.	10 Hrs
	2: Tally Prime 2.1:	40 Hrs
	Advanced Accounting Features: Learn about advanced accounting features in Tally Prime, such as multiple currency management, cost centres and profit centres, budgeting and control, interest calculation, and advanced inventory management.	5 Hrs
	Financial Reporting: Explore the advanced financial reporting capabilities of Tally Prime. Understand how to generate and customize reports like balance sheets, profit and loss statements, cash flow statements, ratio analysis, and aging reports.	5 Hrs
	GST Compliance: Gain in-depth knowledge of Goods and Services Tax (GST) compliance in Tally Prime. Learn how to configure GST rates, create GST invoices, file GST returns, and reconcile GST data.	5 Hrs
	Advanced Inventory Management: Discover advanced inventory management features in Tally Prime, including batch-wise and expiry date tracking, multi-location inventory management, stock transfer and inter-unit transfer, and reorder level management.	5 Hrs
	Payroll Management: Familiarize yourself with Tally Prime's payroll management features. Learn how to set up employee profiles, define salary structures, manage attendance, calculate taxes and deductions, generate payslips, and comply with payroll-related legal requirements.	5 Hrs
	Data Security and Backup: Understand the importance of data security and learn how to set up user-level access control and password policies in Tally Prime. Explore methods for data backup and restoration to ensure the safety of your company's financial information.	5 Hrs
Customization and Integration: Tally Prime offers customization and integration capabilities. Learn how to create custom reports, design invoices and vouchers, and integrate Tally Prime with other software applications to streamline business processes.	10 Hrs	

Suggested Readings:

1. Financial Accounting by Dr. S.N. Maheshwari and Dr. S.K. Maheshwari
2. Tally ERP 9 in Simple Steps by Kogent Learning Solutions Inc.
3. Indian Accounting Standards: A Comprehensive Guide by Dr. R. Venkatakrisnan
4. SAP FICO Beginner's Handbook: Step by Step A-Z Guide to Implementing SAP FICO by Shivmohan Purohit.

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Business Regulatory Laws and Compliances- Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Understands various laws that affect business and learn to interpret those laws, stamp duty applicable to act as authorised representatives
CLO2	Understand and discuss various types of business entities, their advantages and disadvantageous
CLO3	To understand and manage various legal compliances with regards to formation, closure and maintenance of business entities
CLO4	To understand and manage payroll/ labour laws compliances of an entity
CLO5	Overview of IP, Environmental Laws, Economic and Insolvency Laws affecting businesses regulatory frameworks

Module 1: (7 Hrs.)

Basic Knowledge of Laws affecting business entities The Indian Contract Act, 1872, Specific Relief Act provisions (contracts), The Sale of Goods Act, 1930, The Negotiable Instruments Act, 1881, Interpretation of statutes, Indian Stamp Act applicability, Arbitration and reconciliation act.

Module 2: (9 Hrs.)

Various types of entities, Advantages and disadvantageous – Sole proprietors, Partnerships, LLP, different types of Companies, different sort of NGO's, Cooperative society forms and other types, Introduction of other public sector entities like governments companies, special entities like banking and financial sector companies, insurance sector.

Module 3 : (11 Hrs.)

Regulatory Compliances under, Shop and Establishments Act, Udhya Aadhar, FSSI Etc., MSME, start-up compliances, Companies Act,2013, Limited Liability Partnership Act 2008, Partnership Act 1932, Indian Trust Act and Societies registration Act 1860, NGO's and FCRA, Co-op and Multi State Co –op Soc. 2002. (Overview of entire act covering key concepts and Registration, Alteration and Management and Closure procedural compliances)

Module 4: (11 Hrs.)

Payroll Management and Labour Law Compliances -Professional tax, The Employees State Insurance Act,1948, The EPF and Miss Pro Act, 1952, The Payment of Gratuity Act, 1972., Factories Act,1948, Payment of Wages Act, 1936, Minimum Wages Act,1948, The Payment of Bonus Act, 1965, Other major laws [Only applicability with regards to registrations, returns, amendments, cancellations, Contributions calculations, payments and record maintenance provisions

Module 5: (7 Hrs.)

Overview of Law on foreign exchange, Law of Competition, Laws on banking, Insurance and Securities sector, Consumer Protection, Laws on bribery and money laundering, Insolvency and valuations laws, IP and Environmental laws

Suggested Readings:

1. Tulsian's Business Laws by Bharat Tulsian and Tushar Tulsian and P C Tulsian
2. Sale of Goods Act by Dr. R.K. Bangia |
3. IIBF's Micro, Small and Medium Enterprises by Indian Institute of Banking and Finance (IIBF)
3. Entrepreneur's guide to MSMEs by Sivakumar Subramanian
4. Bharat's Handbook on MSMEs (Micro, Small and Medium Enterprises) by CA. Kamal Garg
5. Step by Step into EPF: A Guide to Employees' Provident Fund by Ram Niwas Bairwa (Author)

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Business Regulatory Laws and Compliances- Applied	60	0	2	0	2

Course Learning Outcomes

CLO1	Understanding statutory compliances of Initial business setup
CLO2	Registering different types of entities and understanding their management and statutory compliances
CLO3	Payroll preparation and maintenance

Practical	1. Elucidate the Registration process of MSME's using online portal	3 Hrs
	2. List out the steps on Getting PAN No,	3 Hrs
	3. Payroll preparation and maintenance	3 Hrs
	4. List out the process of obtaining TAN/GST No	3 Hrs
	5. Registered any one NGOS and list out the process of Management of NGO's- Registrations.	3 Hrs
	6. Registration and Management of Companies-Procedure of Incorporation of Companies.	3 Hrs
	7. Demonstration of preapproval process of getting DSC forms,	3 Hrs
	8. Demonstration of preapproval process of getting DIN forms	3 Hrs
	9. Demonstration of Obtaining Name approval, drafting	3 Hrs
	10. Follow the process of developing MoA	3 Hrs
	11. Follow the process of developing MoA AoA etc,	3 Hrs
	12. Registration and Management of Firms-Firm/LLP registrations	3 Hrs
	13. Follow the step for Conversion to LLP	3 Hrs
	14. Explain the Annual Fillings, Closing Firm/LLP.	3 Hrs
	15. Registered one Co-op society	3 Hrs
	16. Registered Multi State Co-op Society registrations	3 Hrs
	17. Payroll Compliances ESI, PT, EPF	3 Hrs
	18. Demonstrate the Registrations, ESI	3 Hrs
	19. Demonstrate the PT Returns filings	3 Hrs
	20. Elucidate the process of Salary Muster preparation and maintenance.	3 Hrs

Suggested Readings:

1. IIBF's Micro, Small and Medium Enterprises by Indian Institute of Banking and Finance (IIBF)
2. Entrepreneur's guide to MSMEs by Sivakumar Subramanian
3. Bharat's Handbook on MSMEs (Micro, Small and Medium Enterprises) by CA. Kamal Garg
4. Step by Step into EPF:A Guide to Employees' Provident Fund by Ram Niwas Bairwa (Author)

Web link :

[Udyam Registration : Zero cost, No Fee and Free Registration of MSMEs. This is official website of Govt. of India, Ministry of MSME. No other website/portal/app is official. MSMEs are requested to do MSME Registration here only](#)

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Direct Tax Law and Compliances- Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Knowledge and understanding of direct tax laws (Act and Rules)
CLO2	Gain ability to do registration, returns, cancellation work under direct tax laws
CLO3	Learn to handle all the post filling communications including assessment work, appeal review /revision work till Income tax tribunals
CLO4	To be able to advice on tax planning
CLO5	Gain working knowledge in international tax matters

Module 1: (25 Hrs.)

Income Tax Act and Rules covering-, Basis of concepts and definitions, Residential status,, Income which do not form part of total income, ,All heads of income, ,Clubbing provisions, Set-off and carry forward of losses, , Deductions, rebates and reliefs, Computation of income of different types of persons/ entities, Tax Planning, Tax Avoidance and Tax Evasion, Collection and Recovery of Tax, Refunds ,Income-tax Authorities,, Assessment, Appeals and Revision ,Settlement of Tax Cases, Penalties, Offences and Prosecution ,Miscellaneous Provisions and Other Provisions

Module 2: (20 Hrs.)

International transactions and Non-resident taxation (i) The provisions under the Income-tax Act, 1961, including a) Specific provisions relating to Non-residents, b) Double Taxation Relief, c) Transfer Pricing and Other Anti-Avoidance Measures, d) Advance Rulings (ii) Equalization levy, Overview of OECD and UN Model Tax Conventions, Application and interpretation of Tax Treaties, Fundamentals of Base Erosion and Profit Shifting.

Suggested Readings:

1. Taxmann's Commentary Combo for Direct Tax Laws Master Guide to Income Tax Act and Rules and Direct Taxes Law and Practice Finance Act 2023 by Dr. Vinod K Singhania
2. Taxmann's Direct Taxes Law and Practice 68th Edition by Dr. Vinod K.Singhania
3. Direct Taxes Ready Reckoner" by Dr. Girish Ahuja and Dr. Ravi Gupta

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Direct Tax Law and Compliances- Applied	60	0	2	0	2

Course Learning Outcomes

CLO1	Doing initial registration of a person under IT Act
CLO2	Compute tax and file ITR/TDS and TCS returns
CLO3	Learn to handle all the post filling communications including assessment work, appeal review /revision work till Income tax tribunals

Practical	1. Initial registration of a person PAN and TAN numbers filing -49A/49B (49AA	4 Hrs.
	2. Registration of Firms Form 11 and 11A,	4 Hrs.
	3. Registration of Charitable Entity	4 Hrs.
	4. Claiming Benefits-Forms 10 and 10A	4 Hrs.
	5. No Deduction Forms-15G/H/60/61	4 Hrs.
	6. Understanding Form 26AS,16 and 16AS	4 Hrs.
	7. Account Information Statement	4 Hrs.
	8. Filing of IT returns- (ITR1,2,3,4,5,6,7)	4 Hrs.
	9. Periodical TDS Returns- (24Q/26Q and Correction)	4 Hrs.
	10. TCS Returns- (27Q/27EQ and Correction)	4 Hrs.
	11. Paying TDS/TCS in Challan 280 and Challan 281.	4 Hrs.
	12. Procedure and Forms to become ITP -Form 38,39	4 Hrs.
	13. Replying to NMS notice	4 Hrs.
	14. Rectification 154,139(9) Notice	4 Hrs.
	15. E file u/s 119 2(b)	4 Hrs.

Suggested Readings:

1. Taxmann's Commentary Combo for Direct Tax Laws Master Guide to Income Tax Act and Rules and Direct
2. Taxes Law and Practice Finance Act 2023 by Dr. Vinod K Singhania
3. Taxmann's Direct Taxes Law and Practice 68th Edition by Dr. Vinod K. Singhania
4. Direct Taxes Ready Reckoner" by Dr. Girish Ahuja and Dr. Ravi Gupta

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Indirect Tax Law and Compliances-Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Knowledge and understanding of Indirect tax laws (Act and Rules)
CLO2	Gain ability to do registration, returns, cancellation work under Indirect tax laws
CLO3	Learn to handle all the post filling communications including assessment work, appeal review /revision work till tax tribunals
CLO4	To be able to advice on tax planning
CLO5	Gain working knowledge of Import and Export Procedures and Foreign Trade Policy schemes

Module 1: (25 Hrs.)

C/S and I GST Act and Rules covering :Constitutional Background, Basis of concepts and definitions, Taxable Event- Supply, Charge of GST, Exemptions, Place, Time and Value of Supply, Input Tax Credit, Registration, Invoice, Debit and Credit Notes, Accounts and Records, Payment of Tax, Interest etc, TDS and TCS, Returns under GST, Refunds, Job Work, E Commerce operators, Assessment and Audit, Inspection, Search and Seizure, Demands and Recovery, Reverse Charge, Offences and Penalties, Appeals and Revision, Advance Rulings and Misc and Transitional Provisions.

Module 2: (20 Hrs.)

Customs Act and Foreign Trade Policy: Introduction to custom and background, Levy and Exemptions of Duty, Types of Duties, Classification of Goods, Valuation, Import and Export provisions, Warehousing, DBK, Demand and Recovery, Refunds, Prohibited Imports, Search Seizures Arrest, Confiscation and Penalties, Offences and Prosecution, Appeals and Revisions, Settlement Commission, Advance Ruling, Misc. Provisions, FTP features, concept, schemes on I/E by DGFT

Suggested Readings:

1. Indirect Tax Study text by Kaplan Publisher
2. Practical Guide on How to Start Export Import Business Shiva Chaudhari
3. Taxman's GST Acts with Rules and Forms – Covering amended, updated and annotated text of the CGST/IGST/UGST Acts, etc. with GST Rules and GST Forms, etc. Finance Act 2023
4. GST Ready Reckoner: Law Practice and Procedures" by V.S. Datey.
5. Export-Import Procedures and Documentation" by Donna L. Bade.
6. Indirect Tax Course Book by BPP Publishing Learning Media

Semester-I						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Indirect Direct Tax Law and Compliances-Applied	60	0	2	0	2

Course Learning Outcomes

CLO1	Doing initial registration under GST and Customs Law
CLO2	Compute GST Liability and prepare and file GST Returns
CLO3	Learn to handle all the post filing communications including assessment work, appeal review /revision work till tax tribunals
CLO4	Compute customs duty

Practical	1: GST Registration/ Amendment/Cancellation	15 Hrs
	Registration process through www.gst.gov.in, live process for individuals, company, lease, lessor different type of registration module practice	
	Process of registration for regular and composition tax payers	
	Live Amendments in core and non-core-fields with related to , nature of business, sac/hsn code amendment , email, mobile contact details changing , change and addition on principal place of business	
	Cancellation of GST with context to: voluntary basis, liability threshold, filing REG-6 for cancellation of with writing off all ITC	
	2: Filing GST Returns (GSTR-1 to 11 and Refund Claims)	15 Hrs
	GSTR - 1 monthly and quarterly self-assess filing	
	Filing GSTR 3B monthly and Quarterly Basis	
	Matching GSTR 2A and 2B, with purchase register	
	Filing GSTR 9A, GSTR 9B, GSTR 9C: Annual return, whose turnover is above 2 Crore, E invoicing in GSTR portal whose turnover above 5 Crore	
	3: Replying to mismatch and other GST notices, filing appeal, rectification, revisions	15 Hrs
	Match of Purchase ITC Claim with portal	
	Lookout for Show Cause notice for non-filing of GSTR 1 and GSTR 3B on regular basis notice which implies GSTR 3A	
4: Getting IEC and Surrender it, Import and Export Documentation	15 Hrs	
Live Registration process, documentation required for getting IEC code through		

	ieccodeindia.org	
	Surrender and amendment procedure with full assessment of Export and Import	
	To Check the Icegate for importers and exporters for tracking the transit and getting bill of lading, bill of export/import, bill of generation from different ports.	
	Ports Amendments and addition in IEC Code	

Suggested Readings:

1. Practical Guide on How to Start Export Import Business Shiva Chaudhari
2. Taxmann's GST Acts with Rules and Forms – Covering amended, updated and annotated text of the CGST/IGST/UGST Acts, etc. with GST Rules and GST Forms, etc. Finance Act 2023
3. GST Ready Reckoner: Law Practice and Procedures by V.S. Datey.
4. Export-Import Procedures and Documentation by Donna L. Bade.
5. Indirect Tax Study Text by Kaplan Publishing.
6. Indirect Tax Course Book by BPP Publishing Learning Media

Semester-II						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Fundamentals of Entrepreneurship Development-Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Discuss the Basics concept of entrepreneurship and its role in Indian economy
CLO2	Define entrepreneurs and its characteristics and types
CLO3	Discuss various entrepreneurship development programmes and their rational
CLO4	Explain the concept of small business, relevance and institutional support
CLO5	Discuss the basics of project and formulation of project report

Module 1: Fundamentals of Entrepreneurship: (10 Hrs.)

Meaning and Definitions of Entrepreneur, Entrepreneurship and Entrepreneurship Development, Theories of Entrepreneurship, Evolution of Entrepreneurship in India, Role of Entrepreneurship in Indian Economy, Factors Influencing Entrepreneurship Development, Problems in Entrepreneurship Development in India.

Module 2: Entrepreneur: (9 Hrs.)

Entrepreneurial Characteristics, Entrepreneurial Competencies, Entrepreneurial Motivation, Entrepreneurial Mobility, Concept of Intrapreneur, Difference between Entrepreneur and Intrapreneur, Difference between Entrepreneur and Manager.

Module 3: Entrepreneurship Development Programmes (EDPs): (7 Hrs.)

Meaning, Need, and Objectives; EDPs in India in Historical Perspective; Course Contents and Curriculum of EDPs; Phases of EDPs; Evaluation of EDPs; Problems of EDPs

Module 4: Small Business: (12 Hrs.)

Concept, definition, and framework of Small Business, Social benefits and incentives for small industry in India; Elementary Knowledge of Make in India, Start up, Stand up India, Mudra Loan, Schemes of Union Government and it's Initiative on Atamnirbhar Bharat and Vocal for Local.

Module 5: Transformation of Idea into Reality: (7 Hrs.)

Project classification, identification and selection, Project formulation and Project Appraisal and Preparing Project Report.

Suggested Readings:

1. Entrepreneurship Development; by Vasant Desai 2.
2. Entrepreneurship Development; Shobha Singh Khanka
3. Entrepreneurship: Strategies and Resources, Pearson Education, by Marc Dollinger
4. Entrepreneurship, Tata McGraw-Hill Publishing, Robert D. Hishrich and Michael P. Peters

Semester-II						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Business and Technology –Concept	45	3	0	0	3

Course Learning Outcomes

CLO1	Understand the purpose and types of businesses and how they interact with key stakeholders and the external environment.
CLO2	Discuss organisational structure, culture, the role of corporate governance and sustainability.
CLO3	Recognise accounting and finance functions in business and the regulations, systems, controls and technologies that affect them.
CLO4	Explain the principles of leadership and how teams and individuals are managed, motivated and developed
CLO5	Understand the importance of personal effectiveness as the basis for effective team and organisational behaviour.
CLO6	Recognise that all aspects of business and finance should be conducted in a manner which complies with, and is in the spirit of, accepted professional ethics and professional values

Module 1 : The business organisation and its external environment (8 Hrs.)

The purpose and types of business organization, Stakeholders in business organisations, Political and legal factors affecting business, Macroeconomic, Microeconomic, Social, demographic, Technological, Environmental and sustainability factors and Competitive factor

Module 2: Organisational structure, culture, governance and sustainability (7 Hrs.)

The formal and informal business organization, Business organisational structure, Organisational culture, Governance in business organisations, Sustainable business practices

Module 3: Business functions, regulation and technology (8 Hrs.)

The relationship between accounting and other business functions, Accounting and finance functions within business organizations, Regulation and financial crime, Financial information provided by business, Financial systems and technology, Internal controls, The impact of advances in technology

Module 4: Leadership and management (7 Hrs.)

Leadership, management, and supervision, Individual and group behaviour in business organizations, Team formation, development, and management, Motivating individuals and teams, Learning and training at work, Review and appraisal of individual performance

Module 5: Personal effectiveness and communication in business (7 Hrs.)

Personal effectiveness, Consequences of ineffectiveness at work, Competence frameworks and personal development, Sources of conflicts and techniques for conflict resolution, Communicating in business

Module 6: Professional ethics (8 Hrs.)

Fundamental principles of ethical behaviour, The role of regulatory and professional bodies in promoting ethical and professional standards in the accountancy profession, Corporate codes of ethics, Ethical conflicts and dilemmas

Suggested Readings:

1. Business and Technology (BT) Study Text by Kaplan Publishing
2. Business and Technology FBT (ACCA F1): Practice and Revision Kit Paperback
3. Foundations in Business and Technology Essentials Bundle (Workbook, Practice and Revision Kit)
4. Foundations in Business and Technology Workbook
5. Foundations in Business and Technology Revision Kit

Semester-II						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Management Information Systems (MIS)- Concept	30	2	0	0	2

Course Learning Outcomes

CLO1	Discuss the Basics of Management Information system
CLO2	Explain the database management system
CLO3	Discuss the strategic enterprise system
CLO4	Elaborate various operational support system

Module 1: Introduction to Management Information Systems: (7 Hrs.)

Types of MIS, Capabilities, Complements, CCR Framework; Role of manager.

Module 2: Database management systems: (7 Hrs.)

Data Warehousing, Foundations of business intelligence, Data and Text Mining.

Module 3: Strategic Enterprise Systems: (10 Hrs.)

ERP, SCM, CRM, SRM.

Module 4: Operational Support Systems: (6 Hrs.)

Manufacturing Systems, Sales and Marketing Systems, HRIS, Finance and Accounting Systems

Suggested Readings:

1. Management Information System, by Kenneth C. Laudon and Jane P. . Laudon
2. Management Information Systems by Ramesh Behl , James A. O'Brien , George M. Marakas
3. [Information Systems for Business Functions \(umsl.edu\)](http://umsl.edu)

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Financial Reporting-Concept	45	3	0	0	3

Course Learning Outcome:

CLO1	Discuss and apply conceptual and regulatory frameworks for financial reporting, also evaluate the appropriateness of the financial reporting framework and critically discuss changes in accounting regulation
CLO2	Apply Accounting for various transactions in accordance with IFRS and Ind AS, also apply professional judgement in the reporting of the financial performance of a range of entities
CLO3	Analyse and interpret financial statements for different stakeholders and communicate the impact of changes and potential changes in accounting regulation on financial reporting
CLO4	Prepare and present financial statements for single entities and business combinations in accordance with IFRS Standards (only corporates)
CLO5	Apply fundamental ethical and professional principles to ethical dilemmas and discuss the consequences of unethical behaviour

Module 1: The conceptual and regulatory framework for financial reporting: (10 Hrs.)

The need for a conceptual framework and the characteristics of useful information, Recognition and measurement, Regulatory framework, The concepts and principles of groups and consolidated financial statements, The applications, strengths and weaknesses of an accounting framework, Preparation and presentation of financial statements as per IFR

Module 2: Accounting for various transactions in accordance with IFRS and Ind AS: (20 Hrs.)

Preparation and presentation of financial statements as per IFRS, Accounting Policies, changes in Estimates and Errors, Tangible non-current assets (PPE) ,Intangible assets, Impairment of assets, Inventory and biological assets, Borrowing Costs, Related Party Disclosures, Leases, Reporting financial performance, Revenue (Including from contract), Government grants, Foreign currency transactions, Non-current assets, Financial instruments, Employee benefits, Income taxes, Provisions, contingencies and events after the reporting date, Share-based payment, Fair Value Measurement, Reporting requirements of small entities, Other reporting issues, Insurance Contracts, Operating Segments, Regulatory Deferral Accounts, Agriculture, IFRIC Interpretations and Guidance Notes, Difference and Comparison between IFRS and Ind AS (Reporting Issues)

Module 3: Analyse and interpret financial statements: (5 hrs.)

Limitations of financial statements, Calculation and interpretation of accounting ratios and trends to address users' and stakeholders' needs, Limitations of interpretation techniques, Specialized, not-for-profit, and public sector entities, Analysis and interpretation of financial information and measurement of performance, Discussion of solutions to current issues in financial reporting

Module 4: Preparation of Corporate and Group Financials as per IFRS : (7 Hrs.)

Preparation of single entity financial statements as per IFRS, Preparation of consolidated financial statements as per IFRS, Group accounting including statements of cash flows, Associates and joint arrangements, Changes in group structures, Foreign transactions and entities

Module 5: Fundamental ethical and professional principles: (3 Hrs.)

Professional and ethical behaviour in corporate reporting

Suggested Readings

1. Financial Reporting and Analysis by Charles H. Gibson.
2. International Financial Reporting Standards (IFRS): A Practical Guide by Hennie van Greuning et.al.
3. Financial Statement Analysis and Security Valuation by Stephen H. Penman
4. Intermediate Accounting by Donald E. Kieso, Jerry J. Weygandt, and Terry D. Warfield
5. Preparing Financial Statements Course Book by BPP Learning Media supports

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Practicals	Financial Reporting- Applied	60	0	2	0	2

Course Learning Outcome:

CLO1	Preparation of Financial Statements of corporates on MS Excel
CLO2	Preparation of Consolidated Financial Statements of MNC's
CLO3	Ratio Analyses and reporting using MS Excel

Practical	1. Prepare Financial Statements of Opc as per schedule III of companies Act 2013	3 Hrs.
	2. Prepare Financial Statements of pvt Ltd. as per schedule III of companies Act 2013	3 Hrs.
	3. Prepare Financial Statements of Companies as per Sch III of Co. Act 2013 Public Ltd.	3 Hrs.
	4. Prepare financial statements of public company as per schedule III of companies Act 2013	3 Hrs.
	5. Calculate Operating activities as per AS 3	3 Hrs.
	6. Calculate financing activities as per AS 3	3 Hrs.
	7. Calculate Investing activities as per AS 3	3 Hrs.
	8. Reporting Cash flows from operating activities	3 Hrs.
	9. Reporting Cash flows from operating activities	3 Hrs.
	10. Reporting Cash flows from operating activities	3 Hrs.
	11. Select two or more entities that need to be consolidated and gather their individual financial statements, including balance sheets, income statements, and cash flow statements	3 Hrs.
	12. Calculate non-controlling interest (NCI) if the consolidated entity owns less than 100% of a subsidiary.	3 Hrs.
	13. Calculate the non-controlling interest by determining the proportionate share of the subsidiary's net assets that belongs to outside shareholders	3 Hrs.
	14. Combine the adjusted income statements of the entities, taking into account any elimination entries and non-controlling interest	3 Hrs.
	15. Calculate liquidity ratios of a company and comment on the liquidity position of the concern.	3 Hrs.
	16. Calculate Profitability ratios (based on sales) of a company and comment on the Profitability position of the concern.	3 Hrs.
	17. Calculate turnover ratios of a company and comment on the asset utilization of the concern.	3 Hrs.
	18. Calculate solvency ratios of a company and comment on the solvency of the concern	3 Hrs.
	19. Calculate Du Pont analysis for a dummy data.	3 Hrs.
	20. Calculate profitability ratios based on investment	3 Hrs.

Suggested Readings

1. Financial Reporting and Analysis" by Charles H. Gibson.
2. International Financial Reporting Standards (IFRS): A Practical Guide" by Hennie van Greuning, Darrel Scott, and Ernst and Young
3. Financial Statement Analysis and Security Valuation by Stephen H. Penman
4. Intermediate Accounting by Donald E. Kieso, Jerry J. Weygandt, and Terry D. Warfield
5. Preparing Financial Statements Course Book by BPP Learning Media supports
6. Financial reporting - study text Paperback – Import, 1 May 2021 by KAPLAN

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Audit and Assurance-Concept	45	3	0	0	3

Course Learning Outcome:

CLO1	Explain the concept of audit and assurance and the functions of audit, corporate governance, including ethics and professional conduct
CLO2	Demonstrate how the auditor obtains and accepts audit engagements, obtains an understanding of the entity and its environment, assesses the risk of material misstatement (whether arising from fraud or other irregularities) and plans an audit of financial statements
CLO3	Describe and evaluate internal controls, techniques and audit tests, including IT systems to identify and communicate control risks and their potential consequences, making appropriate recommendations. Describe the scope, role and function of internal audit
CLO4	Identify and describe the work and evidence obtained by the auditor and others required to meet the objectives of audit engagements and the application of the International Standards on Auditing (ISAs)
CLO5	Explain how consideration of subsequent events and the going concern principle can inform the conclusions from audit work and are reflected in different types of auditor's report, written representations and the final review and report
CLO6	Recognise the legal and regulatory environment and its impact on audit and assurance practice
CLO7	Assess and recommend appropriate quality management policies and procedures and recognise the auditor's position in relation to the acceptance and retention of professional appointments
CLO8	Identify and formulate the work required to meet the objectives of non-audit assignments
CLO9	Understand the current issues and developments relating to the provision of audit-related and assurance services
CLO10	Demonstrate the ability to work effectively on an assurance or other service engagement within a professional and ethical framework

Module 1: (5 Hrs.)

Audit framework and regulation the concept of audit and other assurance engagements, External audits, corporate governance, Professional ethics and IFAC's Code of this and Conduct

Module 2: (5 Hrs.)

Planning and risk assessment obtaining, accepting and continuing audit engagements, Objective and general principles, assessing audit risks, Understanding the entity and its environment and the applicable financial reporting framework, Fraud, laws and regulations, Audit planning and documentation analytics

Module 3: Internal control : (5 Hrs.)

Systems of internal control, the use and evaluation of systems of internal control by auditors, Tests of controls, Communication on internal control, Internal audit and governance and the differences between external audit and internal audit, the scope of the internal audit function, outsourcing and internal audit assignments

Module 4: Audit evidence : (5 Hrs.)

Assertions and audit evidence, Audit procedures, Audit sampling and other means of testing, The audit of specific items, Automated tools and techniques, The work of others, Not-for-profit organisations

Module 5: (5 Hrs.)

Review and reporting Subsequent events, Going concern, Written representations, Audit finalisation and the final review, The Independent Auditor's Report

Module 6: (5 Hrs.)

Regulatory Environment International regulatory frameworks for audit and assurance services, Money laundering, Laws and regulations

Module 7: (5 Hrs.)

Quality management Quality management (firm and engagement level), Advertising, tendering and obtaining professional work and fees, Professional appointments

Module 8: (5 Hrs.)

Other Non-Audit assignments Audit-related and assurance services, Specific assignments, The audit of social, environmental and integrated reporting, Auditing aspects of insolvency (and similar procedures), Reporting on other assignments

Module 9: (2 Hrs.)

Current Issues and Developments Professional and ethical developments, Other current issues

Module 10: (3 Hrs.)

Professional and Ethical Considerations Code of Ethics and Conduct, Fraud and error, Professional liability

Suggested Readings

1. Auditing and Assurance Services: An Integrated Approach by Alvin A. Arens, Randal J. Elder, Mark S. Beasley, and Chris E. Hogan.
2. Auditing: A Risk-Based Approach to Conducting a Quality Audit by Karla M. Johnstone, Audrey A. Gramling, and Larry E. Rittenberg.
3. Principles of Auditing and Other Assurance Services by Ray Whittington and Kurt Pany.

4. Auditing and Assurance Services: Understanding the Integrated Audit by Karen L. Hooks.
5. Audit and Assurance Course Book by BPP Learning Media supports
6. Audit and Assurance Study Text by Kaplan Publishing
7. Audit and Assurance Study Text by BPP Learning Media supports

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Audit and Assurance- Applied	60	0	2	0	2

Course Learning Outcome:

CLO1	Prepare and assist in audit planning, documentation, evidence collection and reporting to statutory auditors
CLO2	Learn the techniques of Internal, Fraud Reporting/ Forensic Auditing

Practical	1.Mock Audit Engagements: Simulate audit engagements by working with case studies or hypothetical scenarios. You can create a sample financial statement and develop a plan to conduct an audit. Perform risk assessments, identify control weaknesses, design audit procedures, and gather evidence. This exercise will help you understand the practical aspects of planning and executing an audit.	8 Hrs
	2.Internal Control Evaluation: Select an organization or a department within an organization and assess its internal control system. Identify control objectives, document control processes, and evaluate the effectiveness of controls. This exercise will enhance your understanding of how internal controls contribute to the overall reliability of financial information.	8 Hrs
	3.Analyze Financial Statements: Obtain financial statements of a company and analyze them as if you were conducting an audit. Identify potential risks, perform ratio analysis, assess key financial indicators, and evaluate the reasonableness of transactions and balances. This exercise will develop your analytical skills and help you identify areas that require further examination.	8 Hrs
	4.Risk Assessment Exercises: Practice risk assessment techniques by identifying and evaluating risks within different business scenarios. Assess the impact and likelihood of risks, and develop strategies to mitigate or manage them. This activity will help you understand the importance of risk assessment in planning an audit engagement.	8 Hrs
	5.Conduct Interviews and Document Inquiries: Role-play interviews with key personnel in an organization to understand their roles, responsibilities, and processes. Document the responses and compare them to established procedures and controls. This activity will enable you to gain insights into the organization's operations and assess the adequacy of internal controls.	8 Hrs

	<p>6. Develop Audit Programs: Create audit programs for different audit areas, such as cash, accounts receivable, inventory, or fixed assets. Specify the procedures to be performed, including sampling methods, analytical procedures, and substantive tests. This exercise will give you practical experience in designing and implementing audit procedures.</p>	6 Hrs
	<p>7. Use Audit Software: Familiarize yourself with audit software commonly used in the profession, such as data analytics tools, sampling software, and audit management software. Explore their functionalities and practice using them in a simulated audit environment. This will enhance your technical skills and efficiency in conducting audits.</p>	6 Hrs
	<p>8. Attend Professional Development Programs: Participate in workshops, seminars, or webinars conducted by professional accounting and audit organizations. These programs often include case studies, group activities, and interactive sessions that provide practical insights and allow you to learn from experienced professionals in the field.</p>	8 Hrs

Suggested Readings

1. Auditing and Assurance Services: An Integrated Approach by Alvin A. Arens, Randal J. Elder, Mark S. Beasley, and Chris E. Hogan.
2. Auditing: A Risk-Based Approach to Conducting a Quality Audit by Karla M. Johnstone, Audrey A. Gramling, and Larry E. Rittenberg.
3. Principles of Auditing and Other Assurance Services by Ray Whittington and Kurt Pany.
4. Auditing and Assurance Services: Understanding the Integrated Audit by Karen L. Hooks.

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Strategic Management and Leadership - Concept	60	4	0	0	4

Course Learning Outcomes

CLO1	Apply excellent leadership and ethical skills to set the 'tone from the top' and promote a positive culture within the organisation, adopting a whole organisation perspective in managing performance and value creation.
CLO2	Evaluate the effectiveness of the governance and agency system of an organisation and recognise the responsibility of the board or other agents towards their stakeholders, including the organization's social responsibilities and the reporting implications.
CLO3	Estimate the strategic position of the organisation against the external environment and the availability of internal resources, to identify feasible strategic options.
CLO4	Analyse the risk profile of the organisation and of any strategic options identified, within a culture of responsible risk management.
CLO5	Select and apply appropriate information technologies and data analytics, to analyse factors affecting the organization's value chain to identify strategic opportunities and implement strategic options within a framework of robust IT security controls.
CLO6	Appraise management reporting and internal control and audit systems to ensure compliance and the achievement of organization's objectives and the safeguarding of organisational assets
CLO7	Seek high level financial techniques from the Applied Skills exams in the planning, implementation and evaluation of strategic options and actions.
CLO8	Enable success through innovative thinking, applying best in class strategies and disruptive technologies in the management of change; initiating, leading and organising projects, while effectively managing talent and other business resources.
CLO9	Inflict a range of professional skills in addressing requirements within the Strategic Business Leader examination and in preparation for, or to support, current work experience
CLO10	Demonstrate other employability and digital skills in preparing for and taking the Strategic Business Leader examination

Module 1: Leadership: (6 Hrs.)

Qualities of leadership, Leadership and organisational culture, Professionalism, ethical codes and the public interest

Module 2: Governance: (4 Hrs.)

Types of reasoning, Critical Thinking, Importance of existing knowledgebase (research literature)

Module 3: Strategy: (8 Hrs.)

Concepts of strategy, Environmental issues, Competitive forces, The internal resources, capabilities and competences of an organisation, Strategic choices

Module 4: Risk: (4 Hrs.)

Identification, assessment and measurement of risk, Managing, monitoring and mitigating risk

Module 5: Technology and data analytics: (8 Hrs.)

Cloud, mobile and smart technology, Big data and data analytics, Machine learning, AI and robotics, E-business: value chain , IT systems security and control

Module 6: Organisational control and audit: (6 Hrs.)

Management and internal control systems, Audit and compliance, Internal control and management reporting

Module 7: Finance in planning and decision-making: (5 Hrs.)

Finance transformation, Financial analysis and decision- making techniques , Cost and management accounting

Module 8: Enabling success and change management: (7 Hrs.)

Enabling success: organising, Enabling success: disruptive technologies , Enabling success: talent management, Enabling success: performance excellence, Managing strategic change, Leading and managing projects

Module 9: Professional skills: (4 Hrs.)

Communication, Commercial acumen, Analysis, Skepticism, Evaluation

Module 10: Other employability and digital skills: (8 Hrs.)

Cloud, mobile and smart technology, Big data and data analytics, Machine learning, AI and robotics, E-business: value chain , IT systems security and control

Suggested Readings:

1. CIMA Strategic Management (E3) Study Text by Kaplan
2. ACCA Strategic Business Leader (SBL) Study Text by Kaplan
3. HBRs 10 Must Reads on Strategic Marketing: On Strategic Marketing April 2013 by HBR
4. The Definitive Management Ideas of the Year From 2015: The Definitive Management Ideas of the Year from Harvard Business Review (with bonus McKinsey ..."The Focused Leader") (HBR's 10 Must Reads) 2015 by Clayton M. Christensen et.al.

Semester-III						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Research Methodology - Concept	30	2	0	0	2

Course Learning Outcomes

CLO1	Describe the basic concept of research methodology
CLO2	Elaborate scientific thinking in research
CLO3	Explain the elements of research
CLO4	Explain quantitative and qualitative research methods

Module 1: Overview of Research : (6 Hrs.)

Meaning, purpose, significance of ethical conduct in research, Classification of Research based on its purpose (Basic, Applied, Evaluation and Action Research)

Module 2: Scientific Thinking: (6 Hrs.)

Types of reasoning, Critical Thinking, Importance of existing knowledgebase (research literature)

Module 3: Elements of Research: (6 Hrs.)

Concepts, Constructs, Definitions – Theoretical and Operational, Theory, Literature Review and its importance, Models, research questions and objectives, research design and methodology.

Module 4: Quantitative Research Methods : (6 Hrs.)

Variables, Hypothesis, Measurement, Types of data and scales, Sample, Sampling techniques, Probability, Probability Distributions, Hypothesis Testing, Level of Significance and Confidence Interval, t-test, ANOVA, Correlation, Regression Analysis.

Module 5: Qualitative Research Method : (6 Hrs.)

Types of approaches – Narrative, phenomenological, grounded theory, ethnographic, case study, Data Sources: Interviews, Focus groups, observations

Suggested Readings:

1. Research Methodology: A Step-by-Step Guide for Beginners Paperback by Ranjit Kumar
2. Research Methodology Paperback by C.R. Kothari and Gaurav Garg
3. Research Methods: Quantitative, Qualitative and Mixed by Dr. A. Thomas William
4. Research Methods in Anthropology: Qualitative and Quantitative Approaches H. Russell Bernard

Semester-IV						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Financial Management- Concept	45	3	0	0	3

Course Learning Outcome:

CLO1	Discuss the role and purpose of the financial management function
CLO2	Assess and discuss the impact of the economic environment on financial management
CLO3	Explain and evaluate the role and responsibility of the senior financial executive or advisor in meeting conflicting needs of stakeholders and recognise the role of international financial institutions in the financial management of multinationals
CLO4	Discuss and apply working capital management techniques
CLO5	Carry out effective investment appraisal
CLO6	Evaluate potential investment decisions and assessing their financial and strategic consequences, both domestically and internationally
CLO7	Identify and evaluate alternative sources of business finance
CLO8	Discuss and apply principles of business and asset valuations
CLO9	Assess and plan acquisitions and mergers as an alternative growth strategy
CLO10	Evaluate and advise on alternative corporate re-organisation strategies
CLO11	Explain and apply risk management techniques in business
CLO12	Apply and evaluate alternative advanced treasury and risk management techniques

Module 1: Financial management functions: (3 Hrs.)The nature and purpose of financial management, financial objectives and the relationship with corporate strategy, Stakeholders and impact on corporate objectives, Financial and other objectives in not-for-profit organisations

Module 2: Financial management environment: (3 Hrs.)

The economic environment for business, The nature and role of financial markets and institutions, The nature and role of money markets

Module 3: Role of the senior financial adviser in the multinational organisation: (7 Hrs.)

The role and responsibility of senior financial executive/advisor, financial strategy formulation, Ethical and governance issues, Management of international trade and finance, Strategic business and financial planning for multinationals, Dividend policy in multinationals and transfer pricing

Module 4: Working capital management: (4 Hours)

The nature, elements and importance of working capital, Management of inventories, accounts receivable, accounts payable and cash, Determining working capital needs and funding strategies

Module 5: Investment appraisal: (4 Hrs.)

Investment appraisal techniques, allowing for inflation and taxation in DCF, adjusting for risk and uncertainty in investment appraisal, Specific investment decisions (Lease or buy, asset replacement, capital rationing)

Module 6: Advanced investment appraisal: (6 Hrs.)

Discounted cash flow techniques, Application of option pricing theory in investment decisions, Impact of financing on investment decisions and adjusted present values, Valuation and the use of free cash flows, international investment and financing decisions

Module 7: Business finance: (3 Hrs.)

Sources of, and raising, business finance, Estimating the cost of capital, Sources of finance and their relative costs , Capital structure theories and practical considerations, Finance for small and medium sized entities (SMEs)

Module 8: Business valuations: (3 Hrs.)

Nature and purpose of the valuation of business and financial assets, Models for the valuation of shares, The valuation of debt and other financial assets, Efficient Market Hypothesis (EMH) and practical considerations in the valuation of shares

Module 9: Acquisitions and mergers: (4 Hrs.)

Acquisitions and mergers versus other growth strategies, Valuation for acquisitions and mergers, Regulatory framework and processes, Financing acquisitions and mergers

Module 10: Corporate reconstruction and re-organisation : (2 Hrs.)

Financial reconstruction, Business re-organisation

Module 11: Risk Management: (3 Hrs.)

The nature and types of risk and approaches to risk management, Causes of exchange rate differences and interest rate fluctuations, Hedging techniques for foreign currency risk, Hedging techniques for interest rate risk

Module 12: Treasury and advanced risk management techniques: (3 Hrs.)

The role of the treasury function in multinationals, The use of financial derivatives to hedge against forex risk, The use of financial derivatives to hedge against interest rate risk

Suggested Reading

1. Principles of Corporate Finance" by Richard A. Brealey, Stewart et.al.
2. Financial Management: Theory and Practice" by Eugene F. Brigham et. al.
3. Fundamentals of Financial Management" by Eugene F. Brigham and Joel F. Houston.
4. Financial Management: Concepts and Applications" by Stephen Foerster.
5. Financial Management Essentials Course Book by BPP Learning Media supports
6. Financial management study text Paperback by Kaplan Publishing

Semester-IV						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Financial Management- Applied	60	0	2	0	2

Course Learning Outcome:

CLO1	Perform Financial Projections in MS Excel
CLO2	Preparing MIS- Financial Reports for an organisation
CLO3	Preparing financial plans and advising clients ethically

Practical	1. Prepare the projected financials for Working Capital funding using MS Excel	3Hrs
	2. Prepare the projected financials for Term Loan funding using MS Excel	3Hrs
	3. Make a Credit monitoring analysis	3Hrs
	4. Calculate and analyze key banking ratios to assess the financial Performance and stability of a bank	3Hrs
	5. Calculate CASA Ratio	3Hrs
	6. Capital adequacy ratio	3Hrs
	7. Analyze credit monitoring data to identify patterns, trends, and potential credit risks for a portfolio of customers.	3Hrs
	8. Develop MIS reports that provide relevant and actionable information to support decision-making for the management team.	3Hrs
	9. Calculate operating cycle of a manufacturing concern using MS Excel	3Hrs
	10. Calculate operating cycle of a Service providing company using MS Excel	3Hrs
	11. Estimate the intrinsic value of the company's stock using Asset-Based Valuation Method	3Hrs
	12. Estimate the intrinsic value of the company's stock using DCF Valuation Method	3Hrs

	13. Estimate the intrinsic value of the company's stock using price-to-earnings (P/E) ratio.	3Hrs
	14. Assess the risks associated with investing in the company's stock. Consider factors like market volatility, liquidity risk, regulatory risks, and company-specific risk	3Hrs
	15. Calculate risk of investment using SD	3Hrs
	16. Calculate portfolio risk	3Hrs
	17. Perform VAR Analysis on dummy data	3Hrs
	18. Engage in an open and honest discussion about the risks and rewards associated with investing in the stock.	3Hrs
	19. Help the client understand the level of risk involved and the potential returns they can expect	3Hrs
	20. Develop a portfolio using small case	3Hrs

Suggested Readings

1. Principles of Corporate Finance" by Richard A. Brealey, Stewart et.al.
2. Financial Management: Theory and Practice" by Eugene F. Brigham et. al.
3. Fundamentals of Financial Management" by Eugene F. Brigham and Joel F. Houston.
4. Financial Management: Concepts and Applications" by Stephen Foerster.
5. Advanced financial management study text by Kaplan publishing

Semester-IV						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Management Accounting- Concept	45	3	0	0	3

Course Learning Outcome:

CLO1	Explain the nature, source and purpose of management information and also explain and apply data analysis and statistical techniques
CLO2	Identify and discuss the information, systems and developments in technology required for organisations to manage and measure performance
CLO3	Explain and apply basic cost accounting techniques, also explain and apply specialist/ alternative cost and management accounting techniques
CLO4	Select and appropriately apply decision-making techniques to facilitate business decisions and promote efficient and effective use of scarce business resources, appreciating the risks and uncertainty inherent in business and controlling those risks
CLO5	Compare actual costs with standard costs and analyse any variances
CLO6	Prepare budgets for planning and control and identify and apply appropriate budgeting techniques, including quantitative techniques, and methods for planning and control and use standard costing systems to measure and control business performance and to identify remedial action
CLO7	Explain and apply performance measurements and monitor business performance
CLO8	Assess the performance of an organisation from both a financial and non-financial viewpoint, appreciating the problems of controlling divisionalised businesses and the importance of allowing for external aspects
CLO9	Use strategic planning and control models to plan and monitor organisational performance
CLO10	Identify and evaluate the design features of effective performance management information and monitoring systems and recognise the impact of developments in technology on performance measurement and management systems
CLO11	Apply appropriate strategic performance measurement techniques in evaluating and improving organisational performance
CLO12	Advise clients and senior management on strategic business performance evaluation

Module 1: The nature, source and purpose of management information : (3 Hrs.) Accounting for management, Sources of data, Cost classification, Presenting information, Data analysis and statistical techniques

Module 2: Information, technologies and systems for organisational performance: (2 Hrs.)

Managing information, Sources of information, Information systems and data analytics

Module 3: Cost accounting techniques and Specialist cost and management accounting techniques: (3 Hrs.)

Accounting for material, labour and overheads, Absorption and marginal costing, Cost accounting methods, Activity-based costing (ABC), Target costing, Life-cycle costing, Throughput accounting, Environmental accounting.

Module 4: Decision-making techniques: (3 Hrs.)

Relevant cost analysis, Cost volume profit analysis (CVP), Limiting factors, Pricing decisions, Make-or-buy and other short-term decisions, Dealing with risk and uncertainty in decision-making

Module 5: Standard costing: (2 Hrs.)

Standard costing, Variance calculations and analysis, Reconciliation of budgeted and actual profit

Module 6: Budgeting and control: (7 Hrs.)

Nature and purpose of budgeting, Budget preparation, Flexible budgets, Capital budgeting and discounted cash flows, Budgetary control and reporting, Behavioural aspects of budgeting, Budgetary systems and types of budget, Quantitative techniques, Standard costing, Material mix and yield variances, Sales mix and quantity variances, Planning and operational variances, Performance analysis

Module 7: Performance measurement: (4 Hrs.)

Performance measurement – overview, Performance measurement – application, Cost reductions and value enhancement, Monitoring performance and reporting

Module 8: Performance measurement and control: (4 Hrs.)

Performance analysis in private sector organisations, Divisional performance and transfer pricing, Performance analysis in not-for-profit organisations and the public sector, External considerations and the impact on performance

Module 9: Strategic planning and control: (4 Hrs.)

Strategic management accounting, Performance hierarchy, Performance management and control of the organisation, Changes in business structure and management accounting, Environmental, social and governance factors

Module 10: Performance management information systems and developments in technology: (3 Hrs)

Performance management information systems, Sources of management information, Recording and processing systems and technologies, Data analytics, Management reports

Module 11: Strategic performance measurement : (7 Hrs.)

Strategic performance measures in private sector, Divisional performance and transfer pricing issues, Strategic performance measures in not-for-profit organisations, Non-financial performance indicators, The role of quality

in management information and performance measurement systems, Performance measurement and strategic Human Resource Management issues, Other behavioural aspects of performance measurement

Module 12: Performance evaluation: (3 Hrs.)

Alternative views of performance measurement and management, Strategic performance issues in complex business structures

Suggested Readings

1. Management Accounting: Information for Decision-Making and Strategy Execution" by Anthony A. Atkinson et. al.
2. Management Accounting: Principles and Applications by Colin Drury.
3. Cost Accounting: A Managerial Emphasis by Charles T. Horngren et.al.
4. Managerial Accounting: Tools for Business Decision Making by Jerry J. Weygandt
5. Management Accounting Techniques Course Book by BPP Learning Media supports
6. Management Accounting study text by Kaplan Publishing

Semester-IV						
Course type	Course title	Hours	L	P	Pr	Credits
Practical	Management Accounting- Applied	60	0	2	0	2

Course Learning Outcome:

CLO1	Prepare different types of Budgets
CLO2	Prepare strategic MIS reports to manage and measure performance using management accounting techniques

Practical	1: Cost Analysis and Control: Analyze the costs associated with a specific product, service, or department within an organization. Identify cost drivers, categorize costs as fixed or variable, and determine the cost structure. Develop strategies to control costs, such as implementing cost reduction initiatives or improving efficiency.	8 Hrs
	2: Budgeting and Forecasting: Prepare a budget for a specific department or project. Estimate revenues, allocate expenses, and create a budgeted income statement, balance sheet, and cash flow statement. Monitor and compare actual results with the budgeted figures, and analyze variances. This exercise will enhance your budgeting and forecasting skills.	8 Hrs
	3: Decision-Making Analysis: Conduct a cost-volume-profit (CVP) analysis or break-even analysis for a hypothetical scenario. Evaluate the financial impact of different decisions, such as pricing changes, product mix decisions, or make-or-buy decisions. Use relevant cost data and perform sensitivity analysis to assess the potential outcomes of each decision.	8 Hrs
	4: Performance Measurement: Develop key performance indicators (KPIs) for a specific department or project. Collect and analyze data to measure performance against these KPIs. Identify areas of improvement and provide recommendations to enhance performance and achieve organizational goals.	8 Hrs
	5: Capital Budgeting: Evaluate the financial viability of an investment project. Estimate cash flows, calculate net present value (NPV), internal rate of return (IRR), and payback period. Assess the project's profitability and make a recommendation on whether to proceed with the investment.	8 Hrs
	6: Costing Methods and Analysis: Apply different costing methods, such as job costing, process costing, or activity-based costing, to allocate costs to products or services. Analyze the cost information to make informed pricing decisions, identify cost drivers, or assess the profitability of different products or customer segments.	10 Hrs

	<p>7: Management Reporting and Analysis: Prepare management reports that provide relevant and actionable information for decision-making. This may include financial reports, variance analysis reports, trend analysis, or performance dashboards. Use data visualization techniques to present complex information in a clear and concise manner.</p>	<p>10 Hrs</p>
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Suggested Readings

1. Management Accounting: Information for Decision-Making and Strategy Execution by Anthony et.al.
2. Management Accounting: Principles and Applications by Colin Drury.
3. Cost Accounting: A Managerial Emphasis by Charles T. Horngren, Srikant M. Datar, and Madhav V. Rajan.
4. Managerial Accounting: Tools for Business Decision Making by Jerry J.Weygandte
5. Management Accounting Techniques Course Book by BPP Learning Media supports
6. Management Accounting study text by Kaplan Publishing

Semester-IV						
Course type	Course title	Hours	L	P	Pr	Credits
Theory	Strategic Business Reporting – Concept	60	4	0	0	4

Course Learning Outcomes

CLO1	Apply fundamental ethical and professional principles to ethical dilemmas and discuss the consequences of unethical behaviour
CLO2	Evaluate the appropriateness of the financial reporting framework and critically discuss changes in accounting regulation
CLO3	Apply professional judgement in the reporting of the financial performance of a range of entities
CLO4	Prepare the financial statements of groups of entities
CLO5	Interpret financial statements for different stakeholders
CLO6	Communicate the impact of changes and potential changes in accounting regulation on financial reporting
CLO7	Demonstrate employability and technology skills

Module 1 : Fundamental ethical and professional principles

Professional and ethical behaviour in corporate reporting

Module 2: The financial reporting framework

The applications, strengths and weaknesses of the accounting framework

Module 3: Reporting the financial performance of a range of entities

Revenue, Non-current assets, Financial instruments, Leases . Employee benefits, Income taxes Provisions, contingencies and events after the reporting period, Share-based payment, Fair Value Measurement, Reporting requirements of small and medium-sized entities (SMEs), Other reporting issue.

Module 4 : Financial statements of groups of entities

Group accounting including statements of cash flows, Associates and joint arrangements Foreign transactions and entities

Module 5 : Interpret financial statements for different stakeholder

Analysis and interpretation of financial information and measurement of performance

Module 6 : The impact of changes and potential changes in accounting regulation

Discussion of issues in financial reporting

Module 7 : Employability and technology skills

Use computer technology to efficiently access and manipulate relevant information, Work on relevant response options, using available functions and technology, as would be required in the workplace., Navigate windows and computer screens to create and amend responses to exam requirements, using the appropriate tools, Present data and information effectively, using the appropriate tools.

Suggested Reading

1. The ACCA Strategic Business Reporting Study Text, by Kaplan publishing
2. The ACCA Strategic Business Reporting Study Exam Kit by Kaplan publishing
3. The ACCA Strategic Business Reporting Study Pocket Notes by Kaplan publishing
4. Strategics Business Reporting Essentials Bundle (Workbook and Practice) by BPP Learning Media