

UNIVERSITY OF PUNE

Master of Commerce (M.Com.) Semester System.

Revised with effect from June 2008.

1. Objectives :

- a. To equip and train Post Graduate students to accept the challenges of Business World by providing opportunities for study and analysis of advanced commercial and business methods and processes.
- b. To develop independent logical thinking and facilitate personality development.
- c. To equip the students for seeking suitable careers in management and entrepreneurship.
- d. To study by students methods of Data collection and their interpretations.
- e. To develop among students Communication, Study and Analytical skills.

2. Duration :

The M.Com. Course will be of Two Years duration consisting of Two part. i.e. Part I and Part II. Each part is having Two Semesters. Thus the M.Com. Course is of Four Semesters. For each Semester there will be Four Papers of 100 marks each. The M.Com. Degree will be of 1600 marks in aggregate.

3. Eligibility :

The student who has passed any Bachelors degree of this University or any other recognized University shall be held eligible to be admitted to M.Com. Course.

4. The Scheme of Papers : The following will be the Scheme of papers.:

M.Com Part II

Paper Code	Semester IV
401	Capital Market and Financial Services
402	A- Global Economic Environment OR B- Operations Research
403	Special Subject Paper VII
404	Special Subject Paper VIII (Project Work/Case Studies)

5. List of Papers

A list of Special Subjects is given below:

A student can select any one of the Subjects of the following which shall be common for all Semesters.

A. Advanced Accounting And Taxation

Paper VII [403] : Recent Advances in Accounting, Taxation and Auditing

Paper VIII [404] : Project Work/Case studies

B. Advanced Cost Accounting and Cost Systems

Paper VII [403] : Recent Advances in Cost Accounting and Cost Systems

Paper VIII [404] : Project Work/Case studies

C. Business Practices And Environment

Paper VII [403] : Recent Advances in Business Practices and Environment

Paper VIII [404] : Project Work/Case studies

D. Business Administration

Paper VII [403] : Recent Advances in Business Administration

Paper VIII [404] : Project Work/Case studies

E. Commercial Laws and Practices

Paper VII [403] : Recent Advances in Commercial Laws and Practices

Paper VIII [404] : Project Work/Case studies

F. Co-operation and Rural Development

Paper VII [403] : Recent Advances in Co-Operation and Rural Development

Paper VIII [404] : Project Work/Case studies

G. Advanced Banking and Finance

Paper VII [403] : Recent Advances in Banking and Finance

Paper VIII [404] : Project Work / Case studies

H. Advanced Marketing

Paper VII [403] : Recent Advances in Marketing

Paper VIII [404] : Project Work / Case studies

6. Scheme of Teaching :

There will be 4 periods of 60 minutes each per week per paper. The College/Department is to arrange for teaching of both Part I and II courses simultaneously.

7. Scheme of Examination :

For each Paper, there will be Mid Semester Examination of two hours duration of 60 Marks.(to be converted into out of 20). The Semester and Examination will be of three hours duration of 100 marks, which will be converted into out of 80 marks for Regular students. The question paper for both the Examinations will be based on testing the knowledge of theory, applicability and problems or cases wherever applicable as detailed in syllabi. The Mid-Semester Examination will be conducted once in the Academic Year. The candidate will be allowed to join Part II of M.Com. course irrespective of the number of backlogs at the First and Second Semester .

8. Project Work / Case Studies.

- a. For Regular students Project Work is compulsory. The option of Case Studies is only for the student registered as an External student.
- b. The Project Viva – Voce Examination will be conducted at the end of IV the Semester but before the Theory Examination. There will be a panel of Internal and External Examiners appointed by the University to conduct the viva voce Examination. The Examination will be conducted at various centers as per Programme.
- c. The Project Work will carry 100 marks, divided as follows :

Written Project Report	60 Marks
Viva voice based on Project	40 Marks

For External Students, there will be an Examination in Case Studies carrying 100 Marks.

- d. The Principal of the College shall pay the remuneration in respect of viva voce examination to Examiners and other non-teaching staff out of Examination grant, as per scale of remuneration prescribed by the University.

The Honorarium need to be paid to the Internal teachers by the college for project evidence work.

- e. The Students will be required to prepare the Project Report based on the field work and study of the current trends under the guidance of his Project Guide.

The Project Work shall be done individually by the candidate in consultation with Project Guide. The Students should take guidance from Internal Guide and prepare Project Report in Two copies to be submitted to the Principal / Head of the Department. The Project Report shall consist about 50 to 60 pages.

9. Standard of Passing.

- A. Regular students :- A candidate is required to obtain 40% marks in each of course in both Mid Semesters and Semester end. It means passing separately at Mid-Semester and semester Examinations is compulsory.
- B. External students :- A candidate is required to obtain at least 40% marks out of 100 in each course.

10. Award of Class.

- a. The class in respect of M.Com. Examination will be awarded on the basis of aggregate marks obtained by the candidates in all the sixteen papers at the Semester I, II, III, IV together.

The Award of class shall be as under :-

Marks Obtained	Class
70% and above	First Class with Distinction.
60% and above but less than 70%	First Class.
55% and above but less than 60%	Higher Second Class.
50% and above but less than 55%	Second Class.
40% and above but less than 50%	Pass Class.
Less than 40%	Fail.

- b. Improvement :- A candidate having passed M.Com. Examination will be allowed to improve the performance. The same is termed as 'Class Improvement Scheme' under which improvement of performance shall be allowed only at the Semester end Examination.
- c. A candidate after passing M.Com. examination will be allowed to appear in the additional Special Subject after keeping necessary terms in the concerned special subject only, for which a passing certificate will be issued.

11. Medium of Instruction :

The use of Marathi is allowed for writing answers in the examination except for following courses:

- a. Management Accounting
- b. Financial Analysis & Control
- c. Business Statistics,
- d. Advanced Accounting and Taxation
- e. Advanced Cost Accounting and Cost Systems.

12. A student (Regular / External) will be admitted to Revised M. Com. Course with effect from June 2008. For the students who have completed the terms for the First Year as per Old Course will be admitted to the Second Year as per Old Course M. Com. The examination as per Old Course will be held simultaneously for three years from April / May 2009.

13. Qualification of the Teachers :

The Teachers recognised to teach the subjects as per Old Course shall be deemed to be recognised in the corresponding equivalent subjects under Revised Course.

In case of: A) Business Statistics, B) Industrial Economics, C) Co-operation and Rural Development, D) Advanced Banking and Finance and E) Research Methodology and Project Work- Paper-IV of each Special Subject, the following qualifications be made applicable.

- A. Business Statistics :** M.Com, M.Phil with Statistics or Research Methodology as one of the Papers at M.Com /B.Com /M. Phil examination with 5 years degree teaching experience or M.A./M.Sc. With Statistics having 5 years degree teaching experience.
- B. Industrial Economics :** M.Com., M. Phil with Business Economics/Economics of Industries or Economics as one of the papers at B. Com/ M.Com Examination with 5 years degree teaching experience or M.A. Economics with 5 years degree teaching experience.
- C. Co-operation and Rural Development :** M. Com, M. Phil. With 5 years degree teaching experience or M.A. Economics (with Co-operation Rural Economics)
- D. Advanced Banking and Finance:** M. Com., M. Phil., with Banking as one of the papers at B.Com/M.Com examination 5 years degree teaching experience.
- E. Research Methodology and Project Work :** M.Com., M.Phil./Ph.D. with 5 years degree teaching experience.

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M.Com. Part II, Semester IV

Semester System

Subject Code	Subject Title	
401	Capital Market and Financial Services	
402	A. Global Economic Environment OR B. Operations Research	
Special Elective Subjects		
A – Advanced Accounting and Taxation		
403	Paper VII	Recent Advances in Accounting, Taxation and Auditing.
404	Paper VIII	Project Work / Case Studies.
B – Advanced Cost Accounting and Cost Systems.		
403	Paper VII	Recent Advances in Cost Accounting and Cost System.
404	Paper VIII	Project Work / Case Studies.
C – Business Practices and Environment		
403	Paper VII	Recent Advances in Business Practices and Environment
404	Paper VIII	Project Work / Case Studies.
D – Business Administration		
403	Paper VII	Recent Advances in Business Administration.
404	Paper VIII	Project Work / Case Studies.
E – Commercial Laws and Practices		
403	Paper VII	Recent Advances in Commercial Laws & Practices.
404	Paper VIII	Project Work / Case Studies.
F – Co-Operation and Rural Development		
403	Paper VII	Recent Advances in Co-Operation and Rural Development
404	Paper VIII	Project Work / Case Studies.
G – Advanced Banking and Finance		
403	Paper VII	Recent Advances in Banking and Finance.
404	Paper VIII	Project Work / Case Studies.
H – Advanced Marketing		
403	Paper VII	Recent Advances in Marketing.
404	Paper VIII	Project Work / Case Studies.

M.Com. Part II, Semester IV

Compulsory Paper

Subject Title -: Capital Market and Financial Services.

Course Code -: 401.

Objective -:

To enable students to acquire sound knowledge, concept and structure of capital market and financial services.

Unit No.	Topic	Periods
1.	Capital market Meaning, Functions, Structure, Characteristics, Participants of capital market - Capital market instruments, Equity share, Preferences shares, Debenture, Bonds - Innovative debt instruments - Forward contracts, Futures contract - Options contract	10
2.	Stock Market Stock exchange: organization-membership-governing body - Bombay stock exchange, National Stock Exchange and Over the Counter Exchange of India (OTECEI) 1. Primary market - Functions of primary market - issue mechanism, participants 2. Secondary market : Objectives, functions of secondary markets, stock broking, e-broking, depository system-functions and benefits stock market trading-derivatives trading	10
3.	Listing Regulations Introduction-Advantages of listing, Central listing authority (CLA), Regulation 2003-Delisting of securities guidelines, guidelines for listing agreements	6
4.	Financial Services Merchant banking-meaning-functions and services rendered Mutual funds: Meaning, functions-Types-Open and closed ended funds-income funds-balanced fund, growth fund-index fund Portfolio management-meaning and services Credit rating-meaning and need, various credit rating institutions-	12
5.	Securities and Exchange Board of India (SEBI) Background, Establishment, functions, powers, achievements and regulatory aspects.	4
6.	Foreign Capital	6

	Foreign investment: Meaning, need. Indian direct investment abroad, external commercial borrowing (ECB) Indian Depository Receipts (IDR), Foreign institutional investors (FIIs), Regulation of foreign capital.	
	Total	48

Recommended Books :	
1.	M.Y. Khan: Indian financial system-Tata Mcgraw Hill Publishing Co. Ltd.
2.	Frank J.Fabozzi & Franco Modigliani : Capital markets institutions and instruments - Prentice Hall of India, New Delhi
3.	Fredric Mishkin and Stanley Eakins, Financial Markets and Institutions, Pearson Prentice Hall, Boston san Francisco, New York.

M.Com. Part II, Semester IV
Compulsory Paper
Subject Title -: Global Industrial Environment.
Course Code -: 402-A.

Objective -:

1. To know and understand the impact of globalization on trade, commerce and industry.
2. To study the growth and development of Indian Industries.

Unit No.	Topic	Periods
1.	Industrial Finance. Meaning and need of Industrial Finance. 1.1. Internal sources of industrial finance. 1.2. Foreign sources of industrial finance – Direct investment, institutional investment, Non Resident Investments.	08
2.	Industrial Growth in India. 2.1 Review of Industrial Progress since 1991. 2.2 Industrial policy 1991. 2.3 Export-Import Policy since 1991.	08
3.	Effects of Liberalization, Privatization and Globalization (LPG) 3.1 Privatization – concept, methods and impact on Indian Industry. 3.2 Liberalization – Concept and background, effects on Indian Industry. 3.3 Globalization – Concept and effects on Indian Industry.	08
4.	Importance and progress of select industries in India. 4.1 Iron and steel 4.2 Agro and allied industry, sericulture, floriculture and 4.3 Information Technology(IT) & Information Technology Enabled Services. (ITES)	08
5.	Foreign Capital 5.1 Role of Foreign Capital 5.2 Indian Government. Policy towards foreign capital since 1991. 5.3 Multinational Corporations (MNCs) – meaning, objectives, advantages and disadvantages.	08
6.	Industrial Labour 6.1 Features of Industrial Labour 6.2 Present Problems of Indian industrial labour. 6.3 Outsourcing Labour and Contract Labour-Meaning & concepts	08
Total		48

Recommended Books

1. S. C. Kuchal – Industrial Economy of India. 1981
2. D. R. Gadgil – Industrial Evolution in India, Oxford.1948
3. K. V. Sivayya and V.B.M. Das – Indian Industrial Economy, Chand and Co. Ltd. New Delhi 1999
4. S. C. Kuchal – Major Industries in India, Chaitanya Publishing House, Allahabad.
5. Francis Cherunilam – Industrial Economics – Indian Perspective, Himalaya Publishing House, Mumbai.1999
6. Wadilal Dagli – A profile of Indian Industry, Vora and Co. Mumbai.
7. Dutt and Sunderam – Indian Economy, S. Chand and Co. 2008

M.Com. Part II, Semester IV

Compulsory Paper

Subject Title -: Operation Research.

Course Code -: 402-B.

Objective -:

1. To know and understand the concepts, techniques and applications of Operations Research.
2. To develop the skills of solving real life problems using Statistical Methods.
3. To enhance students understand the art of applying statistical techniques to solve some real life problems.
4. To gain knowledge of Statistical Computations.

Unit No.	Topic	Periods
1.	Statistical Decision Theory 1.1 Decision making under risk EMV, EOL criteria. 1.2 Decision making under uncertainty 1.3 Determination of optimal strategy by using maximin, maximax, minimax regrets Laplace and Hurwitz's criteria. 1.4 Decision tree diagram 1.5 Numerical problems.	08
2.	Game Theory 2.1 Introduction 2.2 Two person zero sum game, saddle point, pure strategy, Mixed strategy. 2.3 Dominance principle. 2.4 Algebraic system of solving 2X2 game. 2.5 Numerical problems	08
3.	Linear programming problem (L.P.P.) 3.1 Solution of L.P.P. by simplex method 3.2 Big- M method. 3.3 Special case, degeneracy, alternate solution, unbounded solution, infeasible solution. 3.4 Formation and dual of a L.P.P. 3.5 Numerical problems.	08
4.	Transportation Problem (T.P.) 4.1 Definition, Balanced and unbalanced T.P. 4.2 Methods of finding Initial Basic feasible solution (I.B.F.S.) a. North west corner method b. Matrix Minima method c. Vogel's approximation method. 4.3 Optimal solution by U-V method	08

	4.4 Maximization and degeneracy in T.P. 4.5 Numerical problems.	
5.	Network Models 5.1 Weighted route diagram 5.2 Minimal spanning tree 5.3 Shortest route algorithm 5.4 Numerical problems	08
6.	Max-Min Networks 6.1 Model definition 6.2 Maximum flow 6.3 Minimum cost capacitated network 6.4 Numerical problems	08
Total		48

Recommended Books :

<ol style="list-style-type: none"> 1. Operations Research – Kanti Swarup, Gupta, Manmohan 2. Quantitative Techniques for Managerial Decisions –Jhamb L.C. 3. Operations Research – V.K.Kapoor 4. Operations Research –Hamdy Taha.

M.Com. Part II, Semester IV

Advanced Accounting and Taxation Special Paper VII.

Subject Title -: Recent Advances in Accounting, Taxation & Auditing.

Course Code -: 403.

Objective -:

1. To up-date the students with latest developments in the Subject.
2. To inculcate the habit of referring to various periodicals and publications in the given subject, apart from text books and reference books.
3. To develop the ability to read, understand, interpret and Summaries various articles from newspapers, journals etc.

Unit No.	Topic	Periods
1.	IFRS (International Financial Reporting Standards	04
2.	A Study of Managerial Discussion And Analysis as per Section 49 of Listing agreement	02
3.	Corporate Governance Compliance by Companies	02
4.	Accounting and Taxation aspects of Carbon Credit Trading	02
5.	Environmental Accounting	02
6.	Forensic Accounting	02
7.	Lean Accounting	02
8.	Responsibility Accounting	02
9.	ESO (Employee Stock Options) Accounting	02
10.	XBRL (Extensible Business Reporting Language)	02
11.	Transfer Pricing	02
12.	Accounting for KPO (Knowledge Process Outsourcing) and BPO (Business Process Outsourcing)	04
13.	Accounting for NGO Grants	02
14.	Introduction of accrual method for Government Accounting	02
15.	Disclosures in Financial Statements- Recent Trends	04
16.	Accounting for Human resources	02
17.	Accounting for Intellectual Property Rights	02
18.	A Brief Study of a. Accounting for Derivatives b. Accounting for Retirement Benefits as per AS-15	04
19.	Creative Accounting	02
20.	Strategic Management Accounting	02
	Total	48

Recommended Books	
1. The Accounting World:	The ICFAI University Press
2. The Chartered Accountant:	The ICAI New Delhi
3. Management Accountant:	ICWA Kolkatta
4. Journal of Accounting & Finance:	Accounting Research Foundation Jaipur

M.Com. Part II, Semester IV
Advanced Accounting and Taxation Special Paper VIII.
Subject Title -: Project Work/Case Studies
(For Internal Students Only)
Course Code -: 404.

Project Work in Accountancy

A student can select a topic relating to principles practices and procedures of accounting auditing taxation and management accounting. A topic from contents of the syllabus of the papers studied at M.Com. Part I or Part II under special paper Accountancy & Taxation can also be selected. Pick up any unit studied and try to connect it to commercial world around e.g. in taxation a student has studied taxation of a company, then he can select a topic “Tax Planning of a particular company” or “a study of taxation of an Educational Institute.” On this line following areas have been listed out for project work in Accountancy. :-

AREAS FOR PROJECT WORK IN ADVANCED ACCOUNTING AND TAXATION:

The Following is the list of topics for Project work in Accounting.

1. Financial statement Analysis of –
 - a. A Limited Company for 5 years
 - b. Five Companies of five different industries
 - c. Five companies of one industry e.g. Automobile, Engineering, Textile
 - d. Five banks from Private sector/Co-op. sector
2. Study of Working Capital Management of a large Company.
3. Study of Budgetary Control System of four Companies
4. Study of Management Information System of four Companies.
5. Procedure of preparation of Consolidated Balance Sheet by Holding Company having two/three subsidiaries companies.
6. Valuation of Shares of 10 unlisted Companies.
7. A study of Amalgamation/Merger of procedure of two Companies(Accounting procedure)
8. A comparative study of Accounting System of Hotel industry – Five Star, Three star, large Hotel and small Hotel.
9. Comparative study of Accounting of Hospitals from Private sector, Trust and Small Hospital.
10. Study of Accounting for Grants to school, college, institute.
11. Application of Inflation Accounting to a large Company’s Balance Sheet.
12. Human Resource Accounting for Software, Marketing, Consulting Company
13. Preparation of Value Added Statements of a Company and its comparison with Conventional Accounting Statement.

14. Preparation of Economic Value Added Statement of a Company and its comparison with Conventional Accounting Statement.
15. A study of Application of Accounting Standards of five Companies.
16. Audit planning of five firms of Auditors.
17. A study internal Audit system of four companies.
18. Tax Planning of 10 assesses
19. Tax Planning regarding purchase of House Property.
20. Tax planning of Partnership Firm/ Limited Company.
21. Taxation of Public Trust
22. A study of Perquisites and its impact on Taxable Income Employees from 10 different Companies.
23. A study of ten Export Oriented Units from Taxation point of view.
24. Financial viability of five Co-operative Sugar Factories.
25. Comparative Study of Taxable Income of Individuals and HUFF
26. Problem of units paying Service Tax
27. Accounting for Tour and Travel business.
28. Comparative Study of Housing Loan Schemes of Banks and Financial Institutions.
29. Comparative Study of Fees Structure of Non-grant and Grant In Aid Educational Institutions.
30. A survey of 20 shareholders regarding utility of Published Annual Accounts of Company.
31. Study of Investment Pattern of 20 Individuals from Taxation point of view.
32. Preparation of Project Report for Small Scale Industry, Hotel, Xeroxing business, Computer Institute, Hospital, Transport Business, Petrol Pump.
33. Ascertainment of Cost of Capital from Annual Accounts of five Companies.
34. A financial viability study of Sick Industrial Companies.
35. A study of Tax Audit Report of Non-Corporate and Corporate Assesses.
36. A study of Secretarial Audit Report of five companies.
37. A study of Cost Audit Report of two companies.
38. A study of Government system Audit of Commercial Undertaking/Local bodies.
39. Commentary on Public Accounts Committee of Central Government.
40. A comparative study of different Accounts Software e.g. Tally, SAP, ERP, Local Software etc.
41. Consolidation procedure of different units of an Educational Society.
42. A study of Significant Accounting Policies of different Companies from different Industries.
43. A study of Qualified Audit Reports of different Companies.
44. Comparative study of Advances of Credit Co-op. Societies and Urban Co-op Banks.
45. Preparation of Project Report of Agro based industries, Poultry Farming, Dairy business, Nursery, Horticulture farm.
46. A study of Vehicle Loan schemes of different Banks.
47. Excise Accounting at manufacturing unit.
48. A comparative study of NPA of Urban Co-op Banks
49. A study of Corporate Responsibility Statements of Annual Accounts of 10 Companies
50. A study of Cash Flow Statement from Annual Accounts of 10 Companies.

51. Accounting of Leasing and Finance Companies.
52. A study of Accounting of Electricity Company, (Tata Power, Ahmedabad Electricity Power Co. Ltd.)
53. An exemption under Income Tax Act, availed by 10 different assesses.
54. A comparative financial analysis of running of Luxury buses by private operators and State Transport Corporation.
55. Financial Analysis of Produce Exchanges at Taluka Level.
56. Comparative study of Annual Report of 3 Co-op Banks for the year ending 2008-09.
57. Comparative study of Annual Report of 3 Limited companies for the year 2008-09
58. Various Accounting Policies followed by Financial Institutions.
59. Impact of IRAC Norms of financial position of any co-operative bank over last 3 years.
60. Audit classification of a Credit Co-op. Society for last 2 years.
61. Determination of Taxable Income of a Charitable Hospital as per Section 11,12,12A & 35 of I.T. ACT.. Act. 1961.
62. Accounting Standards, their application by the limited company to its annual accounts.
63. Comparative study of effect of Depreciation Allowance on Book Profit & taxable profits of a limited company for 3 years including carried forward and set-off.
64. Analysis of any three recent cases decided by High Court.
65. Study of fraud cases detected by application of S.A.P.
66. Comparative study of Financial Statements of Educational Institutions for 2 years.

M.Com. Part II, Semester IV

Advanced Cost Accounting and Cost Systems Special Paper VII.

Subject Title:- Recent Advances in Cost Accounting and Cost System.

Course Code :- 403.

Objective :-

To provide knowledge on Recent Advances in Cost Accounting and Cost Systems.

Level of knowledge: -Advanced

Unit No.	Topic	Periods
1.	Cost Accounting Standards (CAS) :- CAS-1 to 5 and 7 (Final) and CAS-6, CAS-8 to 12 (Drafts and Amendments Subject to finalization from time to time) www.mycwai.org & www.aicmas.com can be referred	08
2.	Excise Audit, VAT Audit and Productivity Audit :- U/S 14A, 14AA, Under Central Excise Act and VAT Audit with reference to Meaning, Scope, Procedure and Reports. Productivity Audit-Meaning, Problems of Productivity Audit and Means to overcome the problems.	12
3.	Enterprise Resource Planning (ERP):- Introduction, Features and benefits of ERP Reasons for implementation	04
4.	5 S and Six Sigma and Cost Control:- A) 5 'S' and Cost Control :- Meaning, phases- i. Seiri ii. Seiton iii. Seiso iv. Seiketsu v. Shitsuke Implementation and Utility of 5S B) Six Sigma and Cost Control :- Historical review-origin & meaning Sigma level-Methods-DMAIC & DMADV Case study with reference to Mumbai Dabewala and their cost implications (Refer- Material available on internet)	16
5.	Study of Journal- Management Accountant:- By reading of Journal of the ICWAI- 'Management Accountant' Issues from July to September (of the respective Academic Year) and getting acquainted with recent changes and developments.	08
Total		48

Books for Study

1. Indirect Taxes-V.S.Datey
2. Indirect Taxes- Ahuja

Journals

1. Management Accountant - ICWAI, Publication
2. Cost Accounting Standards-Issued by ICWAI, Kolkatta

M.Com. Part II, Semester IV

Advanced Cost Accounting and Cost Systems Special Paper VIII.

Subject Title:- Project Work (For Internal Students Only)

Course Code -: 404.

Project work will carry 100 marks. For regular students, project work is compulsory. The option of **Case Studies** is only for the students registered as an external student. Students are expected to prepare the project report based on the field work and survey and studying the current trends under the guidance of their guide teacher. They will have to submit the report on 31st March every year. Project viva voce will be conducted at the end of IV the semester but before theory examination.

Guidelines Areas of Project Work

Marks-100

Students are required to visit a unit in concerned industry and submit their report on any of the following project topics.

1. Marginal Costing: Visit to any manufacturing or service industry and to study the application of marginal costing technique in taking managerial decisions.
2. Budgetary Control: Visit to any industry. A study of Budgetary Control system established therein and used for cost control purpose.
3. VAT Audit: Visit to any trading concern Chartered Accountant or Cost Accountant; understanding the actual procedure of VAT audit, its implication & benefits.
4. Excise Audit: Visit to any manufacturing unit (eligible for excise audit) or cost accountant; to understand the actual procedure of Excise audit, its importance and benefits.
5. CAS 6: Visit to the excise department/Office or cost accountant; Understanding the cost accounting Standard No.6; its utility and benefits to the concerned and excise department.
6. Cost Audit: Visit to cost accountant understanding the procedure of cost audit; cost accounting record rules of the respective industry and preparation of cost audit report.
7. Standard costing: Visit to any Engineering concern and collecting information about different cost standards adopted by the company; procedure used for setting standards and variance analysis used for cost control.
8. Process Costing: Visit to sugar industry & understanding the use of process costing method in the factory; cost analysis at each stage in particular and cost analysis in general done in the sugar factory.
9. Pricing Decisions: Visit to any industry & understanding the different methods and techniques use by the concern in pricing different products.
10. Cost Control and cost reduction: Visit to any manufacturing concern and understanding the different methods used fruitfully by the concern in cost control and cost reduction maximize the profit.

11. Contract costing: Visit to any construction contracting firm and understanding ascertainment of contract cost, allocation and apportionment of different expenses and apportionment of profit on incomplete contract.
12. Costing in service industry: Visit to any hotel, airlines, hospitals or any other service industry and understanding the costing methods used in the concerned service industry and its utility to ascertain the cost of service rendered corrected as well as for controlling the cost.
13. Recent developments in cost accounting:
14. Application of activity based costing:
15. Study of job evaluation and merit rating in industrial unit:
16. Application of target costing:
17. Cost reduction program and its implementation:
18. A study of working capital management:
19. A survey and analysis of capital budgeting methods:
20. Study of costing techniques and its use in decision making:

M.Com. Part II, Semester IV
Business Practices and Environment Special Paper VII.
Subject Title -: Recent Advances in Business Practices
and Environment.
Course Code -: 403.

Objective :

To provide knowledge and understanding of recent advances in Business Practices.

Unit No.	Topic	Periods
1.	Industrial, investment & infrastructure policy of Maharashtra 2006 A) Thrust Areas. 1) Agro processing Policy 2) Textile Policy. 3) Retail Policy. 4) Infrastructure development Policy. 5) Cluster Approach for Development. B) Marketing Assistance. 1) Gram Udyog Vasahats. 2) Urban Haat. C) H.R. initiatives - Labour Market Information cell (LMIC) Service training institute (STI).	16
2.	A) Recent Scheme by micro small & medium enterprises (MSME). B) Rajeev Gandhi Udyami Mitra Scheme (RGUMI).	08
3.	Self help Group Definition, Meaning & Evolution, Nature & Scope of BPL & APL, Modus operandi advantage Do's & Don't self- help group.	08
4.	Environment Audit Nature, Scope & importance, Types, Limitation	08
5.	Corporate Governance Role & implication, Transparency & corporate discloser, Nominee Direct role.	08
Total		48

M.Com. Part II, Semester IV
Business Practices and Environment Special Paper VIII.
Subject Title -: Project Report (For Internal Students only)
Course Code -: 404.

There will be a project work carrying 100 marks for internal students only. The students will have to select a subject from any area of the syllabi for Business- Administration. The students will have to work under the guidance of concerned subject teacher.

The project will carry total 100 marks out of which sixty marks will be allotted for Project Report and 40 marks will be allotted for Project Viva Voce to be conducted by internal teacher and external teacher (examiner) appointed by the University.

Note: The list of suggested areas for project work will be notified in due course.

Case Studies:

There will be a paper of case studies for external students. The paper will be set for 80 marks- to be converted to 100 marks. Total 20 cases will be selected from standard book for study. In the question paper 3 cases out of 20 (twenty) cases will be covered, each carrying twenty (20) marks. One unseen case also will be covered & it will carry twenty (20) marks.

Note: The paper of case studies will be offered only by external students only.

M.Com. Part II, Semester IV
Business Administration Special Paper VII.
Subject Title -: Recent Advances in Business Administration.
Course Code -: 403.

Objectives :

To acquaint the students with current trends in Business Administration

Unit No.	Topic	Periods
1.	Contemporary Issues in Business Administration. 1.1 Change management – Concept, Significance. 1.2 Managing change-Important feature Dimensions. 1.3 Approaches towards managing change. 1.4 Futuristic and strategic approach toward changing business Environment.	10
2.	Approaches to quality management. 2.1 Kaizen. 2.2 Total Quality management. 2.3 Six sigma Technique feature & utility. 2.4 Five's system of Quality management	10
3.	Enterprise Resource Planning 5.1 Concept & features of E. R. P. 5.2 Tools of E. R. P. 5.3 Applying E. R. P. In business. 5.4 Computers & E. R.P.	10
4.	Cross- Cultural management system 4.1 Global management system - Concept, & Significance. 4.2 Issues in cross cultural management. 4.3 Acquisition & mergers- Role & importance 4.4 Current Trends in acquisitions & mergers national & International scenario.	10
5.	Turn Around management 5.1 Concept & Significance of turn around management. 5.2 Techniques of turn around management. 5.3 Turn around management prerequisite for success. 5.4 Take over & turn around management. 5.5 Restructuring & Reorganization of business.	08
Total		48

M.Com. Part II, Semester IV
Business Administration Special Paper VIII.
Subject Title -: Project Work (For Internal Students Only)
Course Code -: 404.

There will be a project work carrying 100 marks for internal students only. The students will have to select a subject from any area of the syllabi for Business- Administration. The students will have to work under the guidance of concerned subject teacher.

The project will carry total 100 marks out of which sixty marks will be allotted for Project Report and 40 marks will be allotted for Project Viva Voce to be conducted by internal teacher and external teacher (examiner) appointed by the University.

Note: The list of suggested areas for project work will be notified in due course.

Case Studies:

There will be a paper of case studies for external students. The paper will be set for 80 marks- to be converted to 100 marks. Total 20 cases will be selected from standard book for study. In the question paper 3 cases out of 20 (twenty) cases will be covered, each carrying twenty (20) marks. One unseen case also will be covered & it will carry twenty (20) marks.

Note: The paper of case studies will be offered only by external students only.

M.Com. Part II, Semester IV
Commercial Laws and Practices Special Paper VII.
Subject Title -: Recent Advances in Commercial Laws & Practices.
Course Code -: 403.

Objectives :

To acquaint the students with the Knowledge about recent changes in commercial laws.

Unit No.	Topic	Periods
1.	Information Technology Act.2002. Information Technology Act-Main object of Act-Definition of Basic expression-Electrical Governance-Retention of information- Certifying Authorities-Penalties-Penalties & Adjudication-cyber Regulation	08
2.	Law Relating to Right to Information Salient feature of Act-Definitions-obligation of public Authority-Duties of PIO- Request for obtaining Information-Information commissions powers-Appellate Authorities.	08
3.	Law Relating to Registration of Documents Legal documents under Companies Act, Listing Agreement, Income Tax Act & Indian Stamp Act. Registrable Documents-Compulsory & Optional Registration- Time limit- Re-registration presenting document for Registration – Deposit of wills- Procedure after Registration- Institution of sail in case of under or refusal by Registrar.	08
4.	Securities & Exchange Board of India (SEBI) SEBI Act 1992 – Powers & Functions – Collectives Investment scheme - Registration of intermediaries-Finance Accounts & Audit of SEBI- Penalties for failure default Inside trading & Non-disclosure of Acquisition of shares & takeovers- securities Appellate Tribunals	08
5.	Securitization Act 2002 Definition & Importance of Act – The Securitization of companies & Reconstruction companies (Reserve Bank) Guidelines & Directions 2003- Guidelines on sale of Financial Assets to Securitization company and Reconstruction company Under Reconstruction of Financial Assets and Enforcement of Security Interest Act 2002.	08
6.	Debt Recovery Act-1993 Need & Object – Establishment of Tribunal- Establishment of Appellate Tribunal – Procedure of Tribunals- Powers of Tribunal Recovery of Debt determination by Tribunal-Appeal	08
Total		48

Recommended Books :
<ol style="list-style-type: none">1. Information Technology in Business. J.A.Sen, Prentice Hall, Delhi.2. Right to Information Act.2005.3. Law & Practice of Banking . G.S.Gill4. All relevant and recent Bare Ac t.5. Banking Law and Practice. P.N.Varshney

M.Com. Part II, Semester IV
Commercial Laws and Practices Special Paper VIII.
Subject Title -: Project Work (For Internal Students Only)
Course Code -: 404.

Objectives :

1. To develop research h attitude in the minds of students.
2. To enrich the ability of research work among the students.

Introduction & Objective :

As a partial fulfillments of University of Pune requirement for M.Com Programme students have to undergo in-plant training of 6 weeks in an organization of repute assigned by the institute or accessible to student. The objective of this activity is to test students ability to apply theoretical knowledge to practical business situation.

In the light of exposure to different functional areas and research methodology at M.Com. Part-I curriculum the students have to collect the data relevant to their topic or problem, analyze the same methodologically, make intelligent observations and offer some practical suggestions. In order to complete the task following Report Contents and Chapter Scheme is suggested which can be adopted with or without modification.

REPORT CONTENTS :

- A. Cover Page
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- C. Guide Certificate
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TENTATIVE CHAPTER SCHEME

- | | |
|------------|-----------------------------------|
| CHAPTER 1. | INTRODUCTION TO STUDY |
| CHAPTER 2. | COMPANY ROFILE |
| CHAPTER 3. | OBJECTIVES OF STUDY |
| CHAPTER 4. | REVIEW OF LITERATURE |
| CHAPTER 5. | RESEARCH METHODOLOGY |
| CHAPTER 6. | DATA ANALYSIS AND INTERPRETATIONS |
| CHAPTER 7. | OBSERVATIONS AND FINDINGS |
| CHAPTER 8. | CONCLUSIONS AND SUGGESTIONS |

M.Com. Part II, Semester IV
Co-operation and Rural Development Special Paper VII.
Subject Title -: Recent Advances in Co-operation and
Rural Development.
Course Code -: 403.

Objectives :

1. To create awareness regarding globalization and its effects on a rural development.
2. To study and projects in the field of Co-operation and recent advances rural development.

Unit No.	Topic	Periods
1.	Social & Economical Aspect 1.1. Theory and practice of co-operative principles. 1.2. Issue of economic viability of co-operative institutions. 1.3. Issue of non-viability and sick co- operative units 1.4. Social responsibility of co-operative institutions. 1.5. Co-operative leadership in global era.	10
2.	Globalization and co-operatives. 2.1 Impact of globalization on co-operative institutions. 2.2 Challenges of global competition. 2.3 Meeting the global challenges 2.4 New management technologies. 2.5 Quality enhancement through six Sigma.	10
3.	Role of Self Help Groups in Rural development 2.1 Formation & Organisation 2.2 SHGs an innovation for rural development. 2.3 Micro finance and SHGs 2.4 Development of banking habits among rural people. 2.5 Rural artisans and SHGs. 2.6 Woman empowerment through SHGs 2.7 Marketing of SHG products 2.8 Performance	10
4.	Rural distress and Government Measures 4.1 Reports of various committees regarding farmers Suicides 4.2 Causes of farmer's suicides 4.3 Short and long term Governmental measures for redressing rural distress. 4.4 Self-sustaining rural development.	10
Total		48

Recommended Books, Journals & Reports

Books :

1. Krushnaswami O.R- Co-operative Audit.
2. Krushnaswami O.R- Co-operative Accounts
3. Bedi R.D. – Theory History and Practices of Co-operations.
4. Dubhashi P.R – Principles and philosophy of co- operation.
5. Dubhashi P.R-Rural development administration in India.
6. B.K.Sinha- Indian co-operation.
7. S.k.Day- power to the people.
8. Rajeshwar – community development, Panchayat raj, sahakari samaj.
9. S.K.Goyal – co-operative farming in India.

Journals:

1. Journal of Rural Development, Hyderabad (Rajendranagar)
2. Journal of co-operative perspective, Pune
3. The Indian Journal of commerce, New Delhi
4. Journal of Sahakari Maharashtra, Pune
5. Journal of Southern Economics

Reporsts by the Following organizations / committee :

Tata Institutes of Social Sciences, Dr.Narendra Jadhav, Gokhale Institute of Political and Economics, N.S.Swaminathan.

M.Com. Part II, Semester IV
Co-operation and Rural Development Special Paper VIII.
Subject Title -: Project Work (For Internal Students Only)
Course Code -: 404.

Objectives :

1. To develop research attitude of the students.
2. To enrich the ability of research work among the students.

Introduction & Objective :

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In the light of exposure to different functional areas and research methodology at M.Com. Part-I curriculum the students have to collect the data relevant to their topic or problem, analyze the same methodologically, make intelligent observations and offer some practical suggestions. In order to complete the task following Report Contents and Chapter Scheme is suggested which can be adopted with or without modification.

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TENTATIVE CHAPTER SCHEME

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M.Com. Part II, Semester IV
Banking & Finance Special Paper VII.
Subject Title -: Recent Advances in Banking and Finance.
Course Code -: 403.

Objectives :

1. To enable students understand new developments in banking industry.
2. To keep the students abreast with the innovative practices introduced in day to day banking.

Unit No.	Topic	Periods
1.	Recent Developments in Commercial and Co-operative Banking. <ul style="list-style-type: none"> • Know Your Customer norms. (KYC). • Move towards fee based services : Bank guarantee, Leasing, Hire purchase, Dematerialization (Demat), Merchant Banking. • Financial inclusion : Concept, Benefits, RBI guidelines, Economic growth and financial inclusion. • Regulation with respect to NPAs and Maintenance of capital adequacy. • Micro finance & Banks. • Customer service and customer education. • The Banking Ombudsman Scheme, 2006 • Concept of CAMELS in banking. 	10
2.	Technological Developments in Banks <ul style="list-style-type: none"> • Core Banking Solution • Full computerization branches. • Tele banking, Mobile banking, Anywhere banking • ATMs • Internet Banking. • Electronic Funds Transfer (BCS credit-debit, SWIFT, RTGS, and NEFT) 	10
3.	Recent Developments in Non Banking Institutions. <ul style="list-style-type: none"> • Relevance of Development banks. • Universal Banking. • Opening up of the insurance sector. • Reinsurance. • Mutual funds. • Asset Securitization companies. 	06

	<ul style="list-style-type: none"> • Factoring and forfeiting. 	
4.	Recent Developments in Money Market. <ul style="list-style-type: none"> • Developments in the government securities markets with reference to treasury bills and dated securities. • Commercial paper and certificate of deposits. • Collateralized borrowing and lending obligations. • Money market mutual fund. • Repurchase obligations (Ripos) • Money market derivative. 	06
5.	Recent Developments in Capital Market <ul style="list-style-type: none"> • Recent reforms in the capital market with reference to primary market : Book building, reverse book building mechanism (75%-100%), Green shoe option, Online IPOs. • Secondary market : organization, Regulation and functions of stock exchanges, listing and trading of securities, the BSE, the NSE, OTCEL, and the interconnected stock exchanges of India. The working of these stock exchanges. • Changing trends in foreign institutional investments. • Introduction of depositories and custodian, • Derivative forward, options and futures trading. 	06
6.	Structural Developments <ul style="list-style-type: none"> • Mergers and acquisition in banks (Merger : Concept, forms of merger Acquisition: concept and forms of acquisition.) • Motives for mergers and acquisition, rationale of mergers in banking sector. • Recent bank mergers in India. 	06
Total		48

M.Com. Part II, Semester IV
Banking & Finance Special Paper VII.
Subject Title -: Project Work in Banking & Finance.
(For Internal Students Only)
Course Code -: 404.

The following are the topics suggested for Project Work :-

1. Study of Bank Balance Sheet.
2. Study of Urban Co-Operative Bank.
3. Study of Mutual Funds.
4. Study of Non-Performing Assets.
5. Study of Classification of Assets.
6. Study of Capital adequacy of Public sector, Private sector and Co-Operative Banks.
7. Study of Foreign bank branch working in India.
8. Study of National securities depository and Demat Account.
9. Study of Social banking (Prime Minister Rozgar Yojana, Suwarna Jayanti Sahara Rozgar Yojana, The Urban Self employment programe.)
10. Study of Self help group.
11. Study of Recent Mergers and acquisition in banks.
12. Study of Foreign institutional investments.
13. Study of Recent reforms in capital market.
14. Study of R.B.I. recent policy.
15. Study of Stock Exchange.
16. Study of Non-Banking Finance Companies.
17. Study of Role of N.G.O's.
18. Study of International Financial Institutions.
19. Study of International Investors.

Note :-

- Clarity with respect to any topic mentioned above be given by the concerned subject teacher / guide.
- Student is required to choose one institution / scheme at a time.
- The topics mentioned are for guidelines and the concerned subject teachers have the privilege to choose and suggest any other topic other than the above.

M.Com. Part II, Semester IV
Advanced Marketing Special Paper VII.
Subject Title -: Recent Advances in Marketing.
Course Code -: 403.

Objectives :

1. To provide insights into trends that may have a direct bearing in future marketing management.
2. To offer a guideline as to understand key trends that will have a direct bearing in future marketing decision-making.

Unit No.	Topic	Periods
1.	MARKETING STRATEGY Strategic Marketing Management (overview) – Why strategic marketing – External Analysis – Internal Analysis- Vision – Strategy identification – strategic choice.	08
2.	INTEGRATED MARKEITNG COMMUNICATION Concept and Process of Integrated Marketing Communications (IMC): Elements of IMC - IMC Message Design: AIDA model - Considerations for creative idea visualization - Media Management - Media Process - Media Jargons - Media Buying - Strategies and execution - Ethics and social responsibility in IMC campaigns - Evaluating Marketing Communication Programmes	08
3.	RELATIONSHIP MARKETING Paradigm shift in marketing – from marketing warfare to Co-operative approach – competitive advantage through Relationship Marketing – RM in industrial and consumer markets. - IT enabled RM – emergence of CRM – database marketing – data warehousing and data mining- pitfalls of IT focus in RM – ethical issues – customer privacy.	08
4.	DISTRIBUTION MANAGEMENT Channel Management : Channel selection criteria, performance appraisal of channel members – Integrated Marketing Channels – Horizontal, Vertical, Multichannel Marketing Systems, Channel Conflicts & Techniques to resolve channel conflicts - Supply Chain Management – Concept, Components, Significance- Distribution efficiencies & interdependencies	08
5.	RETAILING MANAGEMENT Retailing – Definition – Significance and Importance – Indian Vs. Global scenario – Types of Retailing – Store Retailing – Non-store Retailing – Types of retailers - Retail supply chain management –	08

	Definition – Integrated supply chain planning – Vendor Development – Quick Response Inventory Planning – Floor Ready Merchandise – Electronic data exchanges and bar coding – Managing reverse logistics - New trends in retailing – Franchising in retailing – Role of IT in retailing	
6.	STRATEGIC SERVICES MANAGEMENT Strategic role of services – contribution of services to custom satisfaction, sustainable competitive advantage, services as differentiators for manufacturing industries also - e services online Consumer Behavior – Self service technologies Services marketing applications– Financial service Hospitality services, Education services, IT services, Hot services, Event management services, Consultancy service Retailing services, Telecommunication services, Not-for-profit services and Social services, Government services, NG services, etc.	08
	Total	48

Recommended Books

1. Integrated Marketing Communications – Kenneth Clow & Donald Bach PHI, 2002
2. Strategic Marketing Management- David Aaker
3. Marketing Strategy, 3rd Ed. - Boyd Walker, Mulli Larrech
4. Relationship Marketing -S.Shajahan
5. Customer relationship Management - Shet Parvatiyar, Shainesh
6. Retail Management – Gibson Vedamani
7. Retailing Management – Swapna Pradhan
8. Service Marketing - Rampal & Gupta
9. Essence of Services Marketing - Ardian Payne
10. Services Marketing - S.M.Jha

M.Com. Part II, Semester IV
Advanced Marketing Special Paper VIII.
Subject Title -: Project Report in Marketing.
Course Code -: 404.

Objectives :

1. To develop research attitude of the students.
2. To enrich the ability of research work among the students.

Introduction & Objective :

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