

M.COM. (1st Year Minor Paper)

Course Code	Course Name	Nature of Course	Paper Marks	Internal Assessment	Credit
MCM 106	Basics of Accounting (for students of other faculty) (I or II Sem.)	Minor	75	25	4

Course Name: Basics of Accounting (for students of other faculty) (I or II Semester)

Catalog Description:

In this course the concepts of accounting which are necessary for decision making are discussed. The various techniques used by managers like – ratio analysis, cash flow, fund flow, comparative and common size statements along with different costing techniques are incorporated. The aim of this course is to make the students familiar with the management accounting concepts and techniques and how it influences policies in the organization.

Course Objectives:

The objective of the course is to enable students to acquire sound knowledge of concepts, methods and techniques of basics of accounting and to make the students develop competence with their usage in managerial decision making and control.

Course Outcome:

On the successful completion of the course the student will be able to:

- CO₁:** Describe the concept of Modern concept, objective and functions, accounting concepts and functions, accounting process
- CO₂:** Solve problems using Trial Balance, Accounting errors and their rectification's Preparation of Final Accounts
- CO₃:** Preparation of accounting records and financial statements of companies
- CO₄:** Analysis and Interpretation of Financial Statements.

Course Content

Unit	CONTENT	Number of Hours	Bloom's Level*
Unit-I	Modern concept, objective and functions, accounting concepts and functions, accounting process – System of Accounting Recording and classifying.	5	L ₁ , L ₂
Unit-II	Trial Balance, Accounting errors and their rectification's Preparation of Final Accounts Adjustments in recorded transactions- Inventories Depreciation Bad and Doubtful Debts Accruals and pre-payments Problems in Financial Statements.	10	L ₁ , L ₂ , L ₃ , L ₄
Unit-III	Preparation of accounting records and financial statements of companies.	20	L ₁ , L ₂ , L ₃ , L ₄
Unit-IV	Analysis and Interpretation of Financial Statements.	5	L ₁ , L ₂

***Bloom's Level:** L₁-Knowledge; L₂-Comprehension; L₃-Application; L₄: Analysis; L₅: Synthesis, L₆: Evaluation

Examination Scheme:

Components	A	P	HA	CT	EE
Weightage (%)	5	5	5	10	75

A-Attendance; **P** -Project/Seminar/Quiz/Viva; **HA**-Home Assignment; **CT**-Class Test; **EE**-End



Semester Examination.

Instructional Techniques:

To achieve the objectives of this course the instructional strategies that would be used:

- a. Lecture Method
- b. Group Discussions
- c. White Board
- d. Learning by doing
- e. Case Studies
- f. Brain Storming
- g. Power Point Presentations

References:

1. Grewal, T.S. Double Entry Book-keeping
2. Agarwal, B.B. Higher Accountancy
3. Shukla, M.C. Advanced Accountancy
4. Maheshwari, S.N. Introductions to Advanced Accountancy

