



**SIES COLLEGE OF COMMERCE & ECONOMICS AUTONOMOUS  
DEPARTMENT OF M. Com –Advanced Accountancy**

<b>Sr. No.</b>	<b>Heading</b>	<b>Particulars</b>
<b>1</b>	<b>Title of the program</b>	<b>M. Com (Advanced Accounting)</b>
<b>2</b>	<b>Eligibility for admission</b>	<b>B. Com or Equivalent</b>
<b>3</b>	<b>Minimum percentage</b>	<b>40%</b>
<b>4</b>	<b>Semesters</b>	<b>III&amp;IV</b>
<b>5</b>	<b>Level</b>	<b>PG</b>
<b>6</b>	<b>Pattern</b>	<b>02 years &amp; 04 semesters CBCGS</b>
<b>7</b>	<b>To be implemented from</b>	<b>From Academic year 2024-25 in a progressive manner</b>

<b>SEMESTER III</b>			
<b>Serial No</b>		<b>Credits</b>	<b>Course Name</b>
1	Major (Mandatory)	04	Direct taxation
2	Major (Mandatory)	04	Introduction to IND-AS
3	Major (Mandatory)	04	Advanced Auditing
4	Major (Mandatory)	02	Accounting Trends
5	Major (Elective)	04	Risk Management
6	Subject RP	04	Research Project
<b>TOTAL CREDITS</b>		<b>22</b>	

<b>SEMESTER IV</b>			
<b>Serial No</b>		<b>Credits</b>	<b>Course Name</b>
1	Major (Mandatory)	04	INDIRECT TAXATION
2	Major (Mandatory)	04	IFRS
3	Major (Mandatory)	04	Derivatives and foreign exchange management
4	Major (Elective)	04	Financial Planning and Wealth Management
5	Research Project	06	Research Project
<b>TOTAL CREDITS</b>		<b>22</b>	

# **SEMESTER III**

**Major - Direct Tax- Income Tax Act, 1961**  
**Total Credits : 4**

Sr. No	Modules/Units	No of Lectures
1.	<p><b><u>UNIT 1:</u></b> <b><u>Definitions and Residential Status</u></b> <b><u>A) Basic Terms ( S. 2,3,4)</u></b> Assessee, Assessment, Assessment Year, Annual Value, Business, Capital Assets, Income, Previous Year, Person, Transfer (relevant definitions will be covered with the specified Head of Income) <b><u>B) Determination of Residential Status of Individual, Scope of Total Income, Deemed Income</u></b></p>	10
2.	<p><b><u>UNIT 2:</u></b> <b><u>Heads of Income:</u></b> come from Salaries come from House Property profits &amp; Gains from Business &amp; Profession Capital Gain (S. 45, 48, 49, 50, 54 and 54EC) Income from other sources (S.56- 59)</p>	24
3.	<p><b><u>UNIT 3:</u></b> <b><u>Exclusions and Deductions:</u></b> Exclusions from Total Income (S.10) (Exclusions related to specified heads to be covered with relevant heads of income) Deductions from Total Income S. 80C, 80CCC, 80D, 80DD, 80DDB, 80E, 80U, 80TTA , 80TTB, 80G, 80GG</p>	10
4.	<p><b><u>UNIT 4:</u></b> <b><u>Computation of Income and Tax</u></b> A) Computation of Income &amp; Tax of Individuals, Firm and Company (Excluding MAT) B) Provisions for filing Return of Income- Sec 139(1) and Sec 139 (5)</p>	16

**REFERENCE BOOKS:**

- ✓ Direct Taxes Law & Practice by V.K. Singhania - Taxman
- ✓ Direct Taxes Law & Practice by Ahuja & Gupta – Commercial Law Publishers (India) Pvt Ltd.
- ✓ Income Tax Ready Reckoner by Dr .V.K. Singhania - Taxman
- ✓ Direct Tax Laws by T.N. Manoharan - Snow White
- ✓ Direct Tax Laws by Dr.Mehrotra & Dr. S. P. Gopal- Sahitya Bhawan Publications

# Major -Introduction to IND AS

## Total Credits:04

### MODULE:1

A) Introduction to Accounting – Concept of Accounting Theory – Role of accounting theory - Classification of Accounting Theory – Deductive and inductive approach in theory formulation

B) Accounting Principles: Concepts and Conventions - Accounting standard: Concept – Evolution- IASB- IASC- FASB –ASB in India (Theory only)

### MODULE 2:

#### STANDARDS RELATING TO FINANCIAL REPORTING & DISCLOSURE

A) Ind AS-101: First time adoption of Indian Accounting Standards – Ind AS-1: Presentation of Financial Statements - Ind AS-7: Cash Flow Statements (Including problems) – Ind AS-8: Accounting Policies, Changes in Accounting Estimates and Errors

B) Ind AS-10: Events after the Balance Sheet Date — Ind AS-24: Related Party Disclosures – Ind AS- 34: Interim Financial Reporting - Ind AS-105: Non-current assets held for sale and discontinued operations – Ind AS108: Operating Segments.

### MODULE 3

#### STANDARDS PROVIDING GUIDANCE ON FINANCIAL STATEMENT ITEMS

A) Ind AS-2: Inventories (Including simple problems) — Ind AS-11: Construction contracts (Including simple problems) - Ind AS-12: Income taxes – Ind AS-16: Property, Plant and Equipment

B) Ind AS-17: Leases (Including simple problems) - Ind AS-115 Revenue from contracts with customers. – Ind AS-20: Accounting for Government Grants and Disclosure of Government Assistance – Ind AS-23: Borrowing Costs – Ind AS-38: Intangible Assets.

### MODULE 4:

#### STANDARDS RELATING TO BUSINESS ACQUISITIONS AND CONSOLIDATIONS

A) Ind AS-28: Investments in Associate and Joint Ventures - Ind AS-103: Business Combinations – Ind AS-110: Consolidated Financial Statements

B) Ind AS-111: Joint Arrangements – Ind AS112: Disclosure of interest in other entities

### References:

1. Rawat D.S. —Ind ASs Converged IFRS! Taxmann Allied Services Private Limited.
2. Accounting Theory and Practice: Jawaharlal, Himalaya Publishing Company
3. Rawat D.S, Taxmann Accounting Standards: Allied Services Private Limited
4. Francis Cherunilam , Kamal Garg, IFRS Concepts and Applications: Bharat Law House Pvt. Limited
5. Francis Cherunilam Accounting Theory: Porwal L.S, TataMcGraw-Hill Publishing Company
6. Jain S.P. &Narang , K.L, Kalyani , Accounting Theory & Management Accounting

## Major -Advanced Auditing

**Total Credits : 4**

Sr. No	Modules/Units	No. of Lectures
1.	<p><b><u>UNIT 1: Company Audit- I</u></b>                      Introduction to Audit- Audit of Ledgers, General Considerations, Scrutiny of Ledgers of Assets, Personal and Revenue Accounts.                      Company Audit- Audit of Shares, Qualification and Disqualifications of Auditors, Appointment of Auditors, Removal of Auditors, Powers and duties of Auditors, Rights of Auditors, Branch Audit, Joint Audit, Special Audit.</p>	15
2.	<p><b><u>UNIT II: Company Audit- II</u></b>                      Reports &amp; Certificates                      Reporting Requirements under the Companies Act, 2013                      Concepts of true &amp; Fair and materiality and audit risk in the context of audit of companies                      Audit Report, Qualifications, Notes on Account, distinction between notes and qualifications, detailed observations by the Statutory Auditor to the Management vis-à-vis obligations of reporting to the members.</p>	15
3.	<p><b><u>UNIT III: Standards on Auditing (Revised)</u></b>                      SA 200: Overall Objectives of the Independent Auditor and the Conduct of an Audit in accordance with Standards on Auditing                      SA 210: Agreeing the Terms of Audit Engagements                      SA 220: Quality Control for an Audit of Financial Statements                      SA 230: Audit Documentation                      SA 240: Auditor's Responsibilities relating to Fraud in an Audit of Financial Statements                      SA 500: Audit Evidence                      SA 501: Audit Evidence- Specific considerations for selected items                      SA 505: External Confirmations                      SA 510: Initial Audit Engagements – Opening Balances                      SA 610: Using the work of Internal Auditors                      SA 200A: Objective and scope of Audit of Financial Statements                      SA 300: Planning and Audit of Financial Audit                      SA 520: Analytical Procedure</p>	15
4.	<p><b><u>UNIT IV: Special Audits</u></b>  <b>Special points in audit of different types of undertakings ie</b>                      Government Audit                      Miscellaneous Audits                      Audit of a Sole Trader of a Firm                      Audit of a Small Company                      Audit of Educational Institutions                      Audit of Hospital                      Audit of Club                      Audit of Hotels                      Tax Audit                      Audit of Insurance Company                      Audit of Banks</p>	

**REFERENCE BOOKS:**

- ✓ Accounting and Auditing Research and Database – Thomas R.Work
- ✓ Auditing: Principles and Practice- S.D. Sharma, Taxman Publications
- ✓ Auditing & Professional Ethics – Taxman
- ✓ The Principles of Auditing – M.D.Paula

## Major (Elective) - Risk Management

Sr. No.	Modules	No. of Lectures
1	Introduction to Risk Management	15
2	Capital Market Risk Management	15
3	Credit Market Risk Management	15
4	Risk Measurement	15
<b>Total</b>		<b>60</b>

Sr. No.	Modules / Units
1.	<b>Foundations of Risk Management</b>
	<ul style="list-style-type: none"> <li>• Basic risk types</li> <li>• The role of risk management</li> <li>• Enterprise Risk Management (ERM)</li> <li>• History of financial disasters and risk management failures</li> <li>• 2008 financial crisis</li> </ul>
2.	<b>Capital Market Risk Management</b>
	<ul style="list-style-type: none"> <li>• Equity, currencies &amp; commodities markets in India</li> <li>• Introduction to Derivatives</li> <li>• Forward, Future and option contracts</li> <li>• Hedging through Derivatives contract</li> <li>• Fixed-income securities</li> <li>• Fixed-income risk management through derivatives</li> <li>• Rating agencies</li> </ul>
3.	<b>Credit Market Risk Management</b>
	<ul style="list-style-type: none"> <li>• Introduction,</li> <li>• Information required for evaluation of credit risk,</li> <li>• Procedure for Credit Risk Management,</li> <li>• Credit Lifecycle,</li> <li>• Loan Review Mechanism,</li> <li>• RBI guidelines on Credit Rating Framework in Banks,</li> <li>• Introduction of Basel Norms and calculation of capital adequacy ratio</li> </ul>
4.	<b>Risk Measurement</b>
	<p><b>1. Quantitative Risk Techniques</b></p> <ul style="list-style-type: none"> <li>• Risk Measures <ul style="list-style-type: none"> <li>i. Standard Deviation</li> <li>ii. Semi-standard Deviation</li> <li>iii. Beta</li> <li>iv. Value at Risk</li> </ul> </li> <li>• Expected and Unexpected Loss</li> <li>• Decision Trees</li> <li>• Monte Carlo Simulation</li> <li>• Estimation of volatilities and correlations (application to volatility term structures) Monte Carlo simulations (application to interest rate forecasting)</li> <li>• Linear Value-at-Risk (application to market, credit and operational risk)</li> </ul>



## **Advanced Trends in Accounting - I**

**Total Credits:02**

### **MODULE I:**

#### **User Interface and Company Management**

- A) Introduction to Tally Software: Tally ERP9, Account Types, Accounting Rules, Accounting Principles, Double Entry System
- B) Gateway of Tally and User Interface: How to functionalize Tally ERP 9 and Concepts related to F 11: Features, F 12: Configurations and Setting up Accounts Heads, Creating, Altering and Deleting a Company: Create or Set Up a company in Tally.ERP 9 and Security Control

### **MODULE 2:**

#### **Masters- Ledgers**

- A) Understanding Default Vouchers: Accounting Vouchers, Classification of Vouchers and Supporting Documents, Purchase Order Processing: Meaning , Procedure ,Recording of Purchase Order and Purchase Invoice, Sales Order Processing : Meaning , Procedure, Recording of Sales Order and Sales Invoice
- B) Debit Note and Credit Note: Meaning, Accounting and Purpose, Bank Reconciliation Statement: Cash Book, Bank Book, Accounting and Purpose

#### **References:**

- Official Guide To Financial Accounting Using TALLY.ERP 9 3rd Revised And Updated Edition Book, Tally Education Pvt Ltd
- Implementing Tally ERP 9 Book, Asok k Nadhani
- Tally Erp 9 Power Of Simplicity Book, Shraddha Singh NavneetMehra
- Comdex Tally 9 Course Kit Book, NamrataAgrawal
- Basic Computer Programmes for Business – Sternberg C – New Jersey Hayden
- Fundamentals of Computers – Rajaram V – Prentice Hall
- Computer today (3rd edition) – Sanders, Donald H – McGraw Hill
- Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall
- Computers – Subramaniam N – Wheeler
- Introduction to Computers – Xavier C. – New Age
- Computer in Business – Sanders D – McGraw Hill
- Computers and Information Management – S C Bhatnagar& V Ramant – Prentice Hall
- Internet for Business – Brummer, Lavrej – Cambridge
- E-mail for Everyone – Leon Alexis &leon – Methews.

# **SEMESTER IV**

## Major - Indirect Tax- GST Act, 2017

**Total Credits : 4**

Sr. No	Modules	No of Lectures
1.	<p><b>Module 1: Introduction to GST &amp; Levy and Collection of Tax:</b></p> <p><b>A. Introduction to GST</b> – Genesis of GST in India, Power to tax GST (Constitutional Provisions), Extent and Commencement, Meaning and Definition of GST, Benefits of GST, Conceptual Framework – CGST, IGST, SGST, UTGST, Imports of goods or services or both, Export of goods or services or both, Taxes subsumed and not subsumed under GST, GST Council and GST Network.</p> <p><b>B. Definitions</b> – Audit, Business, Consideration, Electronic Commerce Operator, Goods, Person, Non -Taxable Supply, Principal Supply, Recipient, Reverse Charge Mechanism, Services, Supplier, Taxable Person, Taxable Supply.</p> <p><b>C. Levy and Collection of GST</b> – Levy and Collection of CGST, IGST, SGST, UTGST (Sec 9 of CGST Act), Composition Scheme under GST (Sec 10 of CGST Act), Power to Grant Exemption (Sec 11 of CGST Act) GST Rate Schedule for Goods and Services</p>	12
2.	<p><b><u>Module 2: Concept of Supply</u></b></p> <p><b>A. Taxable Event Supply</b>– Meaning and Scope of Supply (Section 7 Subsection 1, 2 and 3 of Act) Schedule I, Schedule II, Schedule III, Composite and Mixed Supplies (Sec 8 of CGST Act)</p> <p><b>B. Place of Supply</b>– Location of Supplier of Goods and Services, Place of Supply of Goods (Sec 10, 11,12 and 13 of IGST Act), Special Provision for Payment of Tax by a Supplier of Online Information Database Access Retrieval.</p> <p><b>C. Time of Supply</b>- Time of Supply (Sec 31 of CGST Act), Issue of Invoice by the Supplier (Sec 31 (1) and Sec 31(2)of CGST Act), Continuous Supply of Goods and Services, Goods Sent on Approval (Sec 31(7) of CGST Act)</p> <p><b>E. Value of Supply</b>– Determination of Value of Supply (Sec 15 of CGST Act and CGST Rules 2017)</p>	24
3.	<p><b><u>Module 3: Input Tax Credit and Computation of GST (Sec 16-19 of CGST Act:</u></b></p> <p><b>A.</b> Eligibility and Conditions for taking Input Tax Credit (Sec 16 of CGST Act). Apportionment of Credit and Blocked Credits (Section 17 of CGST Act) ITC in special circumstances (Section 18 of CGST Act)</p> <p><b>B.</b> Computation of GST under Inter state supplies and Intra State Supplies.</p> <p><b>C.</b> Payment of Tax- Payment of Tax, Interest and other Amounts (Sec 49 of the Act), Interest on delayed Payment (Sec 50 of the Act), TDS (Sec 51 of the Act), TCS (Sec 52 of the Act)</p>	12

4.	<p><b><u>Module 4: Registration and Filing of Returns</u></b></p> <p><b>A. Registration</b> – Persons liable for Registration (Sec 22 of the Act), Persons not liable for Registration, Procedure for Registration (Sec 25 of the Act), Deemed Registration (Sec 26 of the Act), Special Provisions (Sec 27 of the Act), Amendment, Cancellation and Revocation of Registration (Sec 28, Sec29 and Sec 30 of the Act)</p> <p><b>B. Returns</b> –Types of Returns and Provisions relating to filing of Returns (Sec 37 to Sec 48 of the Act)</p>	12
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**REFERENCE BOOKS:**

- ✓ GST Bare Act 2017
- ✓ GST Law & Practice- V.S Datey
- ✓ GST Laws- National Academy of Customs, Indirect Tax
- ✓ Goods and Services Tax – Law & Practice – Milind Kumar

**Major - INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)**  
**Total Credits: 4 Credits**

**Module 1: International Financial Reporting Standards (IFRS):** The structure, vision and mission of IASB. The IFRS setting process. IFRS adoption and convergence in different countries.

**Module 2: International Financial Reporting Standards:** International Financial Reporting Standards issued by the IASB. Problems on understanding and application of IFRS. International Financial Reporting Interpretations Committee's Statements (IFRICs) and Standing Interpretation Committee Statements (SICs). Case studies on compliance with IFRS in the annual reports of companies.

**Module 3: IFRS for Small and Medium Enterprises:** International Financial Reporting Standards for SME issued by the IASB. Problems on understanding and application of IFRS for SMEs. Case studies on compliance with IFRS in the annual reports of Small and Medium Enterprises.

**Module 4: XBRL:** Meaning and need for XBRL. Features of XBRL. Benefits of XBRL. XBRL Taxonomy. Filings of financial statements using XBRL. Case Studies on XBRL adoption in different organizations.

**References:**

1. Wiley IFRS 2010: Interpretation and Application of International Financial Reporting Standards, by Barry J. Epstein, Eva K. Jermakowicz , John Wiley Publications, 2010
2. Wiley IFRS for SMEs: Practical Implementation Guide and Workbook by Barry J. Epstein, Eva K. Jermakowicz, Sylwia Gornik-Tomaszewski , John Wiley Publications, 2010.
3. Financial Accounting: IFRS Edition, 1st Edition by Jerry J. Weygandt, Paul D. Kimmel, Donald E. Kieso, John Wiley Publications, 2010.
4. The Vest Pocket IFRS by Steven M. Bragg by John Wiley Publications, 2010
5. [www.iasb.org](http://www.iasb.org)
6. [www.mca.gov.in](http://www.mca.gov.in)
7. [www.icaai.org](http://www.icaai.org)
8. [www.xbrl.org](http://www.xbrl.org).
9. [www.xbrleducation.com](http://www.xbrleducation.com)
10. [www.globalreporting.org](http://www.globalreporting.org).

**Major - DERIVATIVES AND FOREIGN EXCHANGE MANAGEMENT**  
**Total Credits: 4 Credits**

<b>Module</b>	<b>Course Content</b>	
MODULE I	Derivative- An Introduction Introduction, Managing Risk, Types of Business Risks, Derivatives, Products, Classification, participant, Evolution, Functions	15
MODULE II	Forward & Future Introduction, Forward Contract, settlement of Forward Contract, Futures contract, Specifications of Futures contract, difference, Pricing, Arbitrage, Relationship of futures price & expected spot price Difference of commodity & financial futures, Pricing, hedging, Perfect & imperfect hedge, Basis & Basis Risk, Optimal Hedge Ratio, Spread strategies Stock & Index Futures	15
MODULE III	Currency Forwards & Futures Foreign exchange markets, Foreign exchange risk, FOREX rates, transactions, Arbitrage, Hedging, Speculation & arbitrage, NDF – Evolution, Growth, Features, Interest rate parity, Currency future – Trading, settlement, pricing, Hedging, Speculation & arbitrage Index Futures, forward contracts & stocks, Future contract on indices	15
MODULE IV	Interest rate Forwards & Futures FRA – Introduction, settlement, Pricing, Hedging, Speculation & Arbitrage with FRA and T-Bills, Euro dollars, Treasury bond futures, Pricing T-Bonds, Duration & Modification, Interest rate futures in India. Interest rate & currency swaps Features of Swap, Need, swap dealer, Applications, Rationale, Types, hedging, Features, Valuing Interest rate and currency swap, Commodity swaps, equity swaps	15

**Textbook:**

1. Derivatives & Risk Management, Rajiv Srivastava, 4<sup>th</sup> Edition, Oxford Publication House

**Reference Books:**

2. Futures and Option Markets, John C. Hull, Pearson Education
3. Risk Management & Derivative, Rene M. Stulz, Cengage

**Major (Elective) - Financial Planning and Wealth Management**  
**Total Credits : 4**

Sr. No	Modules	No of Lectures
<b>I</b>	<b>Introduction to Financial Planning</b>	
	a. Overview of financial planning b. Goals setting and Investment Policy Statement c. Traditional and alternative investment avenues d. Portfolio Management Process	<b>15</b>
<b>II</b>	<b>Personal Financial Statement Analysis &amp; Investor Psychology</b>	
	a. Understanding Personal Financial Statements (Income Statement, Balance Sheet, Cash Flow Statement) b. Total Asset, Net Worth and Financial Ratios c. Ratio Analysis for Personal Finance d. Behavioral Finance and Investor Psychology e. Emotions and Biases in Investment Decision Making	<b>15</b>
<b>III</b>	<b>Risk Management and Insurance Planning</b>	
	a) Introduction to Risk Management b) Types of Risks in Personal Finance (e.g., Market Risk, Inflation Risk, Longevity Risk) c) Insurance Basics (Life Insurance, Health Insurance, Property Insurance) d) Evaluating Insurance Needs e) Types of Insurance Products and Coverage	<b>15</b>
<b>IV</b>	<b>Retirement, Tax, and Estate Planning</b>	
	a) Retirement Planning Process b) Retirement Income Sources (E.g. Annuities, Pensions) c) Investment Strategies for Retirement d) Tax Planning Strategies e) Estate Planning Basics (Wills, Trusts, Power of Attorney) f) Estate Tax and Inheritance Issues	<b>15</b>

**Reference Books:**

- "Personal Finance" by Jeff Madura and Harriet H. Johnson (Pearson, 2015)
- "Fundamentals of Financial Planning" by Michael A. Dalton, James F. Dalton, and Joseph M. Gillice (Money Education, 2019)
- "Financial Statement Analysis: A Practitioner's Guide" by Martin S. Fridson and Fernando Alvarez (Wiley, 2011)
- "Thinking, Fast and Slow" by Daniel Kahneman (Farrar, Straus and Giroux, 2011)
- "Risk Management and Insurance" by Scott E. Harrington and Gregory R. Niehaus (McGraw-Hill Education, 2015)
- "Insurance: Concepts & Coverage" by Marshall Wilson Reavis III (National Underwriter Company,
- "Retirement Planning and Employee Benefits for Financial Planners" by Michael A. Dalton and James F. Dalton (Money Education, 2018)
- "Estate Planning Basics" by Denis Clifford and Cora Jordan (NOLO, 2020)



## **SCHEME OF EXAMINATION**

### 4 Credits Subjects

**The scheme of examination shall be divided into two parts:**

- Internal assessment 40% i.e. 40 marks
- Semester end examination 60% i.e. 60 marks

#### **(A) Internal Assessment 40 marks**

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Description	Marks
Internal test - Objectives-based/ Subjective theory questions	<b>20</b>
Presentation/Assignment-Viva/Outreach Program/Internship/ Book Review/Project/Open Book Test	<b>20</b>
<b>TOTAL MARKS</b>	<b>40</b>

#### **B) Semester end examination 60 marks – Paper Pattern**

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Duration: 2 hours	
Particulars	Marks**
Q1. Question 1 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
Q2. Question 2 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
Q3. Question 3 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
Q4. Question 4 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
<b>TOTAL MARKS</b>	<b>60</b>

**\*\*Marks assigned in the external question paper may be based on the weightage (number of lectures) of each module in the syllabus.**

**Passing criteria: Minimum 40% in Internal (16 out of 40) and 40% (24 out of 60) in semester-end examination**

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## SCHEME OF EXAMINATION

### 2 Credits Subjects

**The scheme of examination shall be divided into two parts:**

- Internal assessment 40% i.e. 20 marks
- Semester end examination 60% i.e. 30 marks

#### **(A) Internal Assessment 20 marks**

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Description	Marks
Internal test - Objectives-based/ Subjective theory questions	<b>10</b>
Presentation/Assignment-Viva/Outreach Program/Internship/ Book Review/Project/Open Book Test	<b>10</b>
<b>TOTAL MARKS</b>	<b>20</b>

#### **B) Semester end examination 30 marks – Paper Pattern**

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Duration: 2 hours	
Particulars	Marks**
Q1. Question 1 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
Q2. Question 2 (5 Marks x 3) or (7 and 8 Marks) or (15 Marks)	<b>15</b>
<b>TOTAL MARKS</b>	<b>30</b>

**\*\*Marks assigned in the external question paper may be based on the weightage (number of lectures) of each module in the syllabus.**

**Passing criteria: Minimum 40% in Internal (8 out of 20) and 60% (12 out of 30) in semester-end examination**

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## 1. Research Project (SEM III – 4 Credits And SEM IV – 6 Credits)

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### Introduction

Inclusion of project work in the course curriculum of the M.Com. program is one of the ambitious aspects of the program structure. The main objective of the inclusion of project work is to inculcate the element of research work challenging the potential of learners as regards his/her eagerness to enquire and ability to interpret particular aspects of the study in his/her own words. It is expected that the guiding teacher should undertake the counseling sessions and raise awareness among the learners about the methodology of formulation, preparation, and evaluation pattern of the project work.

- There are two modes of preparation for project work:
  1. Project work based on research methodology in the study area.
  2. Project work based on an internship in the study area.

### **General guidelines for the preparation of project work based on research methodology:**

- The project topic may be undertaken in any area of Elective Courses.
  - Each of the learners must undertake a Project individually under the supervision of a teacher-guide.
  - The learner shall decide the topic and title which should be specific, clear, and with definite scope in consultation with the teacher-guide concerned.
  - The university/college shall allot a guiding teacher for guidance to the students based on her/his specialization.
  - The project report shall be prepared as per the broad guidelines given below:
    - Font type: Times New Roman
    - Font size: 12-For content, 14-for Title
    - Line Space : 1.5-for content and 1-for in table work
    - Paper Size: A4
    - Margin : in Left-1.5, Up-Down-Right-1
    - The Project Report shall be bounded.
    - The project report should be 80 to 100 pages
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*1<sup>st</sup> page (Main Page)*

*Title of the problem of the Project*

**A Project Submitted to  
University of Mumbai for partial completion of the degree of  
Master in Commerce  
Under the Faculty of Commerce**

**By**

*Name of the Learner*

**Under the Guidance of**

*Name of the Guiding Teacher*

*Name and address of the College*

*Month and Year*

*2<sup>nd</sup> Page*

*This page to be repeated on 2<sup>nd</sup> page (i.e. inside after main page)*

*On separate page*

Index

Chapter No. 1 (sub point 1.1, 1.1.1,..... And so on)	Title of the Chapter	Page No.
Chapter No. 2	Title of the Chapter	
Chapter No. 3	Title of the Chapter	
Chapter No. 4	Title of the Chapter	
Chapter No. 5	Title of the Chapter	

**List of tables, if any, with page numbers.**

**List of Graphs, if any, with page numbers.**

**List of Appendix, if any, with page numbers.**

**Abbreviations used:**

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Structure to be followed to maintain the uniformity in formulation and presentation of Project Work

***(Model Structure of the Project Work)***

- Chapter No. 1: Introduction

In this chapter Selection and relevance of the problem, historical background of the problem, brief profile of the study area, definition/s of related aspects, characteristics, different concepts pertaining to the problem etc can be incorporated by the learner.

- Chapter No. 2: Research Methodology

This chapter will include Objectives, Hypothesis, Scope of the study, limitations of the study, significance of the study, Selection of the problem, Sample size, Data collection, Tabulation of data, Techniques and tools to be used, etc can be incorporated by the learner.

- Chapter No. 3: Literature Review

This chapter will provide information about studies done on the respective issue. This would specify how the study undertaken is relevant and contribute for value addition in information/ knowledge/ application of study area which ultimately helps the learner to undertake further study on same issue.

- Chapter No. 4: Data Analysis, Interpretation and Presentation

This chapter is the core part of the study. The analysis pertaining to collected data will be done by the learner. The application of selected tools or techniques will be used to arrive at findings. In this, table of information's, presentation of graphs etc. can be provided with interpretation by the learner.

- Chapter No. 5: Conclusions and Suggestions

In this chapter of project work, findings of work will be covered and suggestion will be enlisted to validate the objectives and hypotheses.

***Note: If required more chapters of data analysis can be added.***

- Bibliography

- **Appendix**

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*On separate page*

*Name and address of the college*

## ***Certificate***

This is to certify that Ms/Mr has worked and duly completed her/his Project Work for the degree of Master in Commerce under the Faculty of Commerce in the subject of \_\_\_\_\_ and her/his project is entitled, “ \_\_\_\_\_  
*Title of the Project* ” under my supervision.

I further certify that the entire work has been done by the learner under my guidance and that no part of it has been submitted previously for any Degree or Diploma of any University.

It is her/ his own work and facts reported by her/his personal findings and investigations.



Name and Signature of  
Guiding Teacher

Date of submission:

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*On separate page*

*Declaration by learner*

I the undersigned Miss / Mr. \_\_\_\_\_ *Name of the learner* here by,  
declare that the work embodied in this project work titled “ \_\_\_\_\_  
\_\_\_\_\_ *Title of the Project* \_\_\_\_\_ ”;

forms my own contribution to the research work carried out under the guidance of  
\_\_\_\_\_ *Name of the guiding teacher* \_\_\_\_\_ is a result of my own research work and has not  
been previously submitted to any other University for any other Degree/ Diploma to  
this or any other University.

Wherever reference has been made to previous works of others, it has been clearly  
indicated as such and included in the bibliography.

I, here by further declare that all information of this document has been obtained and  
presented in accordance with academic rules and ethical conduct.

Name and Signature of the learner

Certified by

Name and signature of the Guiding Teacher

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*On separate page*

## ***Acknowledgment***

*(Model structure of the acknowledgment)*

To list who all have helped me is difficult because they are so numerous, and the depth is so enormous.

I would like to acknowledge the following as being idealistic channels and fresh dimensions in the completion of this project.

I take this opportunity to thank the **University of Mumbai** for giving me a chance to do this project.

I would like to thank my **principal**, \_\_\_\_\_ for providing the necessary facilities required for the completion of this project.

I take this opportunity to thank our **Coordinator** for her moral support and guidance.

I would also like to express my sincere gratitude towards my project guide, \_\_\_\_\_ whose guidance and care made the project successful.

I would like to thank my **College Library**, for having provided various reference books and magazines related to my project.

Lastly, I would like to thank every person who directly or indirectly helped me in the completion of the project especially **my Parents and Peers** who supported me throughout my project.

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# 1. Guidelines for Internship based project work.

- Minimum 20 days/ 100 hours of Internship with an Organization/ NGO/ Charitable Organization/ Private firm.
  - The theme of the internship should be based on any study area of the elective courses.
  - Project Report should be of minimum 50 pages.
  - Experience Certificate is Mandatory
  - A project report has to be brief in content and must include the following aspects:
    - Executive Summary:  
A bird's eye view of your entire presentation has to be precisely offered under this category.
    - Introduction on the Company:  
A Concise representation of company/ organization defining its scope, products/ services, and its SWOT analysis.
    - Statement and Objectives:  
The mission and vision of the organization need to be started enshrining its broad strategies.
    - Your Role in the Organization during the Internship:  
The key aspects handled, the department under which you were deployed, and summary report duly acknowledged by the reporting head.
    - Challenges:  
The challenges confronted while churning out theoretical knowledge into the practical world.
    - Conclusion:  
A brief overview of your experience and suggestions to bridge the gap between theory and practice.
  - The project report based on the internship shall be prepared as per the broad guidelines given below:
    - Font type: Times New Roman
    - Font size: 12-For content, 14-for Title
    - Line Space: 1.5 for content and 1-for in-table work.
    - Paper Size: A4
    - Margin: in Left-1.5, Up-Down-Right-1
    - The Project Report shall be bounded.
    - The project report should be 80 to 100 pages
-

Evaluation pattern of the project work

<b>The Project Report shall be evaluated in two stages viz.</b>	
<b>• Evaluation of Project Report (Bound Copy)</b>	<b>60 Marks</b>
▪ Introduction and other areas covered	20 Marks
▪ Research Methodology, Presentation, Analysis and interpretation of data	30 Marks
▪ Conclusion & Recommendations	10 Marks
<b>• Conduct of Viva-voce</b>	<b>40 Marks</b>
▪ In the course of Viva-voce, questions may be asked such as importance/relevance of the study, objective of the study, methodology of the study/ mode of Enquiry (question responses)	10 Marks
▪ Ability to explain the analysis, findings, concluding observations, recommendation, and limitations of the Study	20 Marks
▪ Overall Impression (including Communication Skills)	10 Marks

**Note:**

- *The guiding teacher along with the external evaluator appointed by the University/ College for the evaluation of project shall conduct the viva-voce examination as per the evaluation pattern.*

### **Passing Standard**

- Minimum of Grade E in the project component
- In case of failing in the project work, the same project can be revised for ATKTK examination.
- Absence of student for viva voce: If any student fails to appear for the viva voce on the date and time fixed by the department such student shall appear for the viva voce on the date and time fixed by the Department, such student shall appear for the viva voce only along with students of the next batch.