

S-19 June & 6 July 2012 AC after Circulars from Circular No.84 & onwards - 116 -

DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY

CIRCULAR NO.ACAD/NP//B.COM. II Yr. Syll./Ghansawangi/143/2013

It is hereby informed to all concerned that, the Hon'ble Vice-Chancellor has accepted the **"New Syllabus of B.COM. Semester-IV" for Model College Ghansawangi, under the Faculty of Commerce** on behalf of the **Academic Council Under Section-14(7) of the Maharashtra Universities Act, 1994** as appended herewith.

This is effective from the second term of the academic year 2012-2013 and onwards.

All concerned are requested to note the contents of this circular for their information and necessary action.

University Campus,
Aurangabad-431 004.

REF.NO.ACAD/NP/BA HOME SCI./
Model College/2013/43777-81

Date:- 04-01-2013.

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(Signature)
Director,
Board of College and
University Development.

Copy forwarded with compliments to:-

- 1] **The Principal, Model College, Ghansawangi, Dist-Jalna, affiliated to Dr. Babasaheb Ambedkar Marathwada University.**

Copy to :-

- 1] The Controller of Examinations,
- 2] The Superintendent, [B.A. Unit], Examination Branch,
- 3] The Record Keeper,
Dr. Babasaheb Ambedkar Marathwada University.
- 4] The coordinator, E-Suvidha, opp. Registrar quarters, University Campus.

**DR. BABASAHEB AMBEDKAR
MARATHWADA UNIVERSITY,
AURANGABAD.**



Syllabus of

B.COM. IIND YEAR

SEMESTER-IV

for

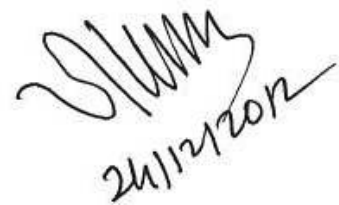
Model College, Ghansawangi, Dist-Jalna.

[Effective from 2012-13 & onwards]

FOURTH SEMESTER (90 Teaching Days)

P a p e r N o.	Title	Theor y Lect. Per Week	Duratio n of Theory Exam	Marks for Theor y	Marks Practica l/ Session al	Total Mark s	Total Periods of Teachin g in a Semeste r	Total Credi ts
1	LANGUAGE CURRICULUM Indian Language	4	3	60	40	100	60	4
2	LANGUAGE CURRICULUM English	4	3	60	40	100	60	4
3	MAJOR (CORE) Accounting Practices	10	3	60	40	100	150	10
4	MAJOR (SUPPORTIVE) Business Management	4	3	60	40	100	60	4
5	MAJOR (APPLIED) Information Technology in Business	4	3	60	40	100	60	4
6	LIFE SKILL Job Oriented Soft Skills	2	2	30	20	50	30	2
7	LIFE SKILL Value Oriented Courses	2	2	30	20	50	30	2

Total Credits 30



24/12/2012

B.Com Applied - IV Sem

Major Core – ACCOUNTING PRACTICES

Objectives: This course aims at to enable the students to develop awareness about corporate accounting in conformity with the provisions of companies Act, Banking & Insurance Companies Act.

Unit I Issue, Forfeiture and Reissue of Shares, Buy-Back of Shares, Surrender of Shares, Share Stock Concepts, Accounting Treatment of Issue, Forfeiture & Reissue of Shares.

Unit II Issue & Redemption of Debenture, Types of Debenture – Concept (Sinking Fund Method Only).

Unit III Redemption of Preference Shares

Unit IV Company Final Accounts

Unit V Final Accounts of Banking & Insurance Company

Unit VI Accounting for Amalgamation & Absorption of Limited company.

Unit VII Holding Companies Accounts - Accounts of Company with one Subsidiary Company

Unit VIII Reconstruction of Limited Company (Internal Reconstruction)

Unit IX Liquidation of Limited Company

Unit X Accounting Standards and new trends in financial Reporting - Brief review of Indian Accounting Standards, International Accounting Standards and International Financial Reporting System

Suggested Reading

1. Corporate Accounting by Maheshwari S. N.
2. Company Accounts by R. L. Gupta
3. Advanced Accounting by M. C. Shukla
4. New Approach to Accounting Vol II & III by H. R. Kotalwar
5. Advanced Accounting by Jain & Narang
6. Advance Accounting by M.G. Patkar

B.COM (APPLIED) – IV SEM

Major Supportive - BUSINESS OF MANAGEMENT

UNIT – I **Planning:-** Meaning, Definition, Nature, Characteristics, Importance, Planning Process

UNIT – II **Decision Making:-** Meaning, Definition, Characteristics, Process and Hurdles

UNIT – III **Organisation:-** Meaning, Definition, Characteristics, Importance, Types of Organisations, Staffing, Meaning & Importance, Recruitments & Training.

UNIT – IV **Direction:-** Meaning, Definition, Characteristics, Importance and Techniques of Direction

UNIT – V **Motivation:-** Meaning, Definition, Types of Motivation, Human Relations Approach, Theories of Motivation, Maslow, Herzberg,

UNIT – VI **Leadership:-** Meaning, Definition, Types, Qualities of good leader.

UNIT – VII **Controlling:-** Meaning, Definition, Characteristics, Importance, Controlling Process.

Reference Books:-

- [1] S.C. Saxena:- Business Administration & Management
- [2] L.M. Prasad:- Principles of Management
- [3] Gupta, Sharma And Bhalla:- Principles of Business Management
- [4] Anil Bhawsar:- Principles of Management
- [5] R. K. Dixit:- Principles of Management

B.Com (Applied) IV Semester

Major (Applied) – INFORMATION TECHNOLOGY IN BUSINESS

(Internet and WWW)

Objectives: The objective of this course is to know the data transmission and application of internet technologies in business. It shall equip the students with all the basic E-Commerce Technologies in use for business.

UNIT – I Basic elements of a communication system, Data transmission modes, Data Transmission speed, Data transmission media, Digital and Analog Transmission, Network Topologies and Types, Network Types LAN, WAN and MAN, OSI & TCP/IP Model. (Brief Review)

UNIT – II Internet: History and Development, Use of Internet, Network, Client and Servers, Host & Terminals, TCP/IP, World Wide Web, Hypertext, Uniform Resource Locator, Web Browsers, IP Address, Domain Name, Web Pages Organization, Email, Voicemail.

UNIT – III Internet Services Providers (ISP), Internet Security, Internet Requirements, Modem, ISDN, ADSL, Broad Band and Dial up connection, Web Search Engines, Optimising the search, Net Surfing, Internet Services, Intranet.

UNIT – IV Internet Protocols, Web-Based client/Server, Internet Security, Selling on the Web, chatting on the Web, Multimedia delivery, Web Visits, Internet Governance introduction.

Practical:

Practical based on Internet Surfing, Hands on experience – browsing and exploring the internet services through WWW.

Books:

1. Alex Leon & Mathews Leon, "Fundamentals of Information Technology", Leon Techworld.
2. Chetan Srivastav, "Information Technology".
3. S.V. Srinivasa Vallabhan, "Computer Application in Business", S. Chand & Sons.
4. David Whiteley, "E-Commerce", Pearson Education.
5. Ravi Kalakota, "E-Commerce", Tata McGraw Hill.
6. Bajaj & Nag, "E-Commerce", Tata McGraw Hill.
7. R. Rameswaran, "Computer Application in Business".

B.Com (Applied) IV Semester
LIFE SKILL – JOB ORIENTED SOFT SKILLS

Web and Desk Top Publishing

Information Technology Basics

ICT - & its application in business & profession, Networking and Internet Technologies – Types of Network, Internet, URL, WWW, Hyper Text, Protocol, IP, TCP/IP, WiFi, Bluetooth, Social Networking, WAP, (Modem Input / Output and Storage Devices), Accessing Internet and Exploring Services.

Front Page & HTML

Concept of Web Publishing, Developing Web Page with Front Page using built in facilities for document creation, navigation and links, bookmarks., HTML – Basic Elements, frame, table, formatting web page in HTML.

Desk Top Publishing

Introduction of DTP, Introduction to CorelDraw 8, Working in CorelDraw, Shortcut Tool Commands.

Practical: -

- Development of Web sites for Business organizations using Front Page and HTML coding. Uploading Pages on Website.
- Working with Core draw, Developing DTP material for business organizations.

BOOKS:

- | | | |
|------------------------|---|---|
| 1. Sybex | - | HTML Complete |
| 2. Monica & J D'Souza | - | Web Publishing |
| 3. J. Vasu & J. Surana | - | CorelDraw 8-A complete book on CorelDraw. |