



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

(DEEMED TO BE UNIVERSITY)

Accredited "A" Grade by NAAC | 12B Status by UGC | Approved by AICTE

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School of Management Studies

**BACHELOR OF COMMERCE – FINANCIAL ACCOUNTING (B.COM F.A) -
2019 REGULATION**

SFA1602	AUDITING AND ASSURANCE	L	T	P	Credits	Total Marks
		6	1	0	3	100

COURSE OBJECTIVES

- To develop an understanding of the concepts in auditing in an automated environment.
- To appreciate audit sampling and analytical procedures.
- To prepare audit reports for different entities.

UNIT 1 AUDIT IN AN AUTOMATED ENVIRONMENT**9 Hrs.**

Key features - Impact of IT related Risks - Impact on Controls - Internal Financial Controls as per Regulatory requirements - Types of Controls - Audit approach - Understanding and documenting Automated environment - Testing methods, data analytics for audit, assessing and reporting audit findings.

UNIT 2 AUDIT SAMPLING AND ANALYTICAL PROCEDURES**09 Hrs.**

Meaning - Designing - Types of sampling - Sample Size - selection method - Meaning - nature - purpose and timing of analytical procedures - Substantive analytical procedures - **Designing and performing analytical procedures prior to Audit - investigating the results of analytical procedures.**

UNIT 3 AUDIT OF ITEMS OF FINANCIAL STATEMENTS**9 Hrs.**

Audit of sale of Products and Services - Audit of Interest Income, Rental Income, Dividend Income, Net gain/loss on sale of Investments etc. - Audit of Purchases, Employee benefits expenses, Depreciation, Interest expense, Expenditure on Power & Fuel, Rent, Repair to building etc.)

UNIT 4 THE COMPANY AUDIT AND AUDIT REPORT**09 Hrs.**

Eligibility - Qualifications - Disqualifications - Appointment - Removal of auditors - Remuneration - Powers and duties of auditors - Branch audit - Joint audit - Audit and Auditors and Rules - Audit Report - basic elements - Types of Modified Opinion - Circumstances - Qualification - Disclaimer - Adverse opinion - Nature of Comparative Information - Corresponding Figure - Comparative Financial Statements.

UNIT 5 AUDIT OF BANKS AND OTHER ENTITIES**09 Hrs.**

Understanding of accounting system in Banks - Audit Approach - Audit of Revenue items - Advances and NPAs - Audit of Different Types of Entities - Appointment of Auditor - Audit Procedure - Audit Report - Government - Local bodies and not - for - profit organizations - Partnership Firms - **Audit of different type of undertakings** - LLPs.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Discuss the procedure of auditing in automated environment.
- CO2 - Explain audit sampling and analytical procedures.
- CO3 - Evaluate the techniques for auditing financial statements.
- CO4 - Understands company audit.
- CO5 - Prepare audit report.
- CO6 - Design a plan for audit of Banks and other entities.

TEXT / REFERENCE BOOKS

1. CA Surbhi Bansal, Auditing & Assurance, Best Word Publications, 2018.
2. CA Pawan Kumar K.Ch, Auditing & Assurance, S. Chand Publications, 2013.
3. CAG. Sekar and CA B.Saravanaprasath, Auditing & Assurance, Wolters Kluwer, Gurgaon, Hariyana, 2018.
4. CA Panaj Garg, Auditing & Assurance, Taxmann, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 20 Questions of 1 - 2 marks (All Questions are Compulsory)**30 Marks**

PART B: 8 Questions covering all units with or without sub- divisions out of which 2 Questions compulsory (14 Marks each) 6 questions to be answered, from the remaining 8 Questions (each carrying 7 marks)

70 Marks

SFA1101	BUSINESS COMMUNICATION	L	T	P	Credits	Total Marks
		4	0	0	3	100

COURSE OBJECTIVES

- To acquire and develop good communication skills requisite for business correspondence and reporting.
- To develop an understanding of common business and commercial concepts.
- To keep abreast with developments in the business and commercial world.

UNIT 1 INTRODUCTION**9 Hrs.**

Communication,- Introduction, principles - Network - Process - Problems - Barriers - Types of Communication skills, Interpersonal Skills, Listening Skills, Emotional Intelligence.

UNIT 2 SENTENCE TYPES AND WORD POWER**9 Hrs.**

Sentence: Definition, Classification of sentence based on connotation - Sentence Structure - Types of Clauses - Types of sentences. Speech - Rules for converting Direct speech into Indirect speech - Change in pronouns - Punctuation in Direct speech - Active Passive Voice: Introduction, Changing Active voice to Passive voice Verbs Voice: Active or passive - Vocabulary Root Words, Synonyms, Antonyms, Prefixes, Suffixes.

UNIT 3 COMPREHENSION PASSAGES AND NOTE MAKING**9 Hrs.**

Comprehension Passages - Introduction to Comprehension Passages - Points to ponder, Sample Passages with answers - Introduction to Note Making - Significance of Note Making - Detailed Format ♣ Heading (Title) - Steps to Comprehend and summarize text v. Helpful Hints vi. Sample Passages with Notes.

UNIT 4 DEVELOPING WRITING SKILLS**9 Hrs.**

Introduction to Basic Writing, Process of writing, Styles of Writing, Significance of writing skills for students, Writing Conventions, Characteristics of good writing, Do's and Don'ts of good writing - Précis Writing, Features of good Précis writing, Do's and Don'ts of Précis writing - Article Writing, Essential elements of Article Writing - Detailed Format.

UNIT 5 TYPES OF COMMUNICATION**9 Hrs.**

Internal and External Communications - Answering Telephone Calls - Enquiries Preparation of speeches Communication through letters- Layout of a letter - Letter Formats - Application for appointment - Reference letters - Appointment letters - Orders.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Demonstrate comprehension of business and economic texts;
- CO2 - Develop listening skills in the field of business and economics;
- CO3 - Express business concepts by reformulating them in their own words while summarizing.
- CO4 - Illustrate Skills in writing notes in all business situations
- CO5 - Apply knowledge in Grammar in Business letters
- CO6 - Distinguish different types of Communication

TEXT / REFERERNC E BOOKS

1. Rajendra Pal & J.S.Koralahalli, Essentials of Business Communication, Sultan Chand & Sons.
2. Shirley Taylor - Communication for Business -Pearson Longman - 2018
3. CAG.Sekar and CA B.Saravanaprasath, Business Law, Business Correspondence and Reporting Wolters Kluwer, Gurgaon, Hariyana, 2018.
4. AshaKaul, Effective Business Communication, PHI Publications, 2015.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks****PART B:** 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks**80 Marks**

SFA1105	BUSINESS MATHEMATICS AND STATISTICS	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To equip them with essential mathematical and statistical knowledge and their applications in business, finance and economics.
- To develop the skills of reasoning, problem solving and most importantly investigative skills and apply the same in simple problem solving.
- To impart calculation of measures of central tendencies, index numbers relevant to business world.

UNIT 1 RATIO AND PROPORTION, INDICES AND LOGARITHMS, EQUATIONS, MATRICES 9 Hrs.

Ratio and Proportion, Indices and Logarithms: Ratio and Proportion Laws of Indices, Exponents and Logarithms. Equations and Matrices: Equations: Simultaneous linear equations up to three variables, Quadratic and Cubic equations in one variable. Matrices: Algebra of Matrices, Inverse of a Matrix - solving system of equations by Cramer's Rule.

UNIT 2 SET, RELATIONS, FUNCTION, DIFFERENTIALS, INTEGRAL CALCULAS 9 Hrs.

Sets - Relations and Functions - applications of Differential and Integral calculus.

UNIT 3 STATISTICAL DESCRIPTION, MEASURES OF CENTRAL TENDENCY AND DISPERSION 9 Hrs.

Statistical Representation of Data, Representation of data - Frequency distribution - Graphical representation of Frequency Distribution - Histogram - Frequency Polygon - Ogive - Pie-chart-Measures of Central tendency and Dispersion - Co-efficient of Variation - Coefficient of Quartile Deviation.

UNIT 4 PROBABILITY AND THEORETICAL DISTRIBUTIONS 9 Hrs.

Probability- Independent and dependent events - mutually exclusive events - Total and Compound Probability - Mathematical Expectation - Theoretical Distributions - Binomial Distribution - Poisson distribution - Normal Distribution - Applications.

UNIT 5 SEQUENCE AND SERIES 9 Hrs.

Introduction Sequences, Series, Arithmetic and Geometric progression, Relationship between AM and GM and special series.

Max.45 Hrs.

COURSE OUTCOMES

On completion of the course, student will be able to

- CO1 - Able to use standard mathematical techniques to solve elementary problems.
- CO2 - Learn about applications of mathematics in business and finance and gain experience in mathematical modeling.
- CO3 - Use a broad background in mathematics and statistics and ability to use techniques in physical phenomenon.
- CO4 - Translate verbal statement to mathematical expression and apply Mathematical based reasoning to help evaluate alternatives and make decisions.
- CO5 - Apply the graphical representation of data for business growth of last five years.
- CO6 - Calculate average growth of business in the last five years with available data.

TEXT / REFERENCE BOOKS

1. S.C. Gupta, V.K.Kapoor - Fundamentals of Mathematical Statistics, Sultan Chand and sons, 2000.
2. CAG.Sekar and CAB.Saravaprasath, Business Mathematics, Logical Reasoning and Business Statistics Wolters Kluwer, Gurgaon, Hariyana, 2018.
3. Dr. S.R. Arora & Dr. Kavitha Guptha, Business Mathematics, Taxman's Publications, 2015.
4. B.M.Aggarwal, Essentials of Business Statistics, Ane Books Pvt. Ltd., 2012.

END SEMESTER EXAM QUESTION PAPER PATTERN

Max. Marks: 100

100 Questions of Multiple Choice 1 mark each - No choice

Exam Duration: 2 Hrs.

100 Marks

SFA1201	BUSINESS CORRESPONDENCE	L	T	P	Credits	Total Marks
		4	0	0	3	100

COURSE OBJECTIVES

- To acquire and develop good communication skills requisite for business correspondence and reporting.
- To develop an understanding of common business and commercial concepts.
- To keep abreast with developments in the business and commercial world.

UNIT 1 COMMUNICATION THROUGH LETTERS**9 Hrs.**

Definition- Methods - Types- Principles of effective communication - Business Letter - Layout (Examples of banking, Insurance, & Agency Letters) - Kinds of Business Letters: Enquiry and Reply - Order Letters - Sales Letters - Sales Letters - Dealing with non-payment problems (Collection Letters) - Complaints - Circular Letters.

UNIT 2 OFFICIAL COMMUNICATION**09 Hrs.**

Application Letters - Curriculum Vitae - Invitation to Interview - Acknowledgement - Offer Letter - Letter of acceptance - Letter of Resignation - Testimonial.

UNIT 3 REPORTS AND RESUME WRITING**9 Hrs.**

Basic characteristics of Report - types of reports - Reporting for a Meeting/Assembly, Reporting for a Newspaper, Reporting for a Magazine Structure - Formal Report, Informal report - Checklist for compiling reports - Resume - Essential elements of Resume-Resume writing Tips and Conventions.

UNIT 4 FACE TO FACE COMMUNICATION**9 Hrs.**

Basic skills and techniques for talking to people in business situation - Telephonic conversation- Role Play - Body Language - Communicating With Body language, Facial Expressions, Body Language in Business, Improve Your Body Language.

UNIT 5 MODERN FORMS OF COMMUNICATION AND MEETINGS**9 Hrs.**

Fax - Video Conferencing - Internet - Websites and their use in Business. E-mail - Principles of E-mail Etiquette; Overcoming Problems in E-mail Communication - How to Write a Formal Mail? Writing Effective Mails, Essential elements of Mails, Tips and Conventions of Mails - Meetings - Notice - Agenda - Drafting Minutes - Action Taken Report.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Understand comprehension of business and economic texts.
- CO2 - Develop listening skills in the field of business and economics.
- CO3 - Express business concepts by reformulating them in their own words while summarizing.
- CO4 - Prepare Resume to submit to different employers.
- CO5 - Analyze Reports and understands preparation of reports.
- CO6 - Distinguish different forms of communication and importance of each mode of communication.

TEXT / REFERERNC E BOOKS

1. Rajendra Pal & J.S.Korlahalli, Essentials of Business Communication, Sultan Chand & Sons, 2018
Shirley Taylor, Communication for Business, Pearson Longman, 2005.
2. CAG.Sekar and CAB Saravanaprasath, Business Law, Business Correspondence and Reporting, Wolters Kluwer, Gurgaon, Hariyana, 2018
3. Asha Kaul, Effective Business Communication, PHI Publications, 2015.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1202	PRINCIPLES OF ACCOUNTING	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To acquire the ability to apply specific Accounting Standards and legislations to different transactions.
- To Equip preparation and presentation of financial statements of various business entities.
- To educate various ratios and reading of Financial Statements.

UNIT 1 INVENTORIES AND CONCEPT AND ACCOUNTING OF DEPRECIATION**9 Hrs.**

Cost of inventory - Inventory Valuation Techniques and Inventory record keeping - Accounting of Depreciation - Computation Methods - Accounting treatment of depreciation - Change in depreciation methods.

UNIT 2 SPECIAL ACCOUNTING**9 Hrs.**

Sale of goods on approval or return basis - Consignments - Joint Ventures for non-corporate entities - Royalty accounts.

UNIT 3 PARTNERSHIP ACCOUNTS**9 Hrs.**

Partnership Accounts - Final Accounts of Partnership Firms - Admission, Retirement and Death of a Partner including Treatment of Goodwill - Introduction to LLPs and Distinction of LLPs from Partnership.

UNIT 4 COMPANY ACCOUNTS**9 Hrs.**

Introduction to Company Accounts-Definition of shares and debentures-Issue - forfeiture of shares - re-issue of forfeited shares - Statement of Profit and Loss and Balance Sheet as per Schedule III to the Companies Act, 2013.

UNIT 5 BASIC ACCOUNTING RATIOS**9 Hrs.**

Basic Accounting Ratios - Profitability - Current ratio, liquid ratio and cash ratio, Solvency, Liquidity and Turnover.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Understand the sophisticated financial accounting topics.
- CO2 - Evaluate financial results through examination of relevant data.
- CO3 - Describe the main elements of financial accounting information.
- CO4 - Calculate goodwill by following different methods in partnership accounting during admission, retirement and death of partners.
- CO5 - Prepare final accounts of a company i.e., manufacturing, trading and profit & loss account and balance sheet.
- CO6 - Differentiates various ratios as profitability, liquidity, solvency and turnover ratios.

TEXT / REFERENCE BOOKS

1. Pillai, Bagavathi and S.Uma, Practical Accounting - RSN, S.Chand & Co Ltd., New Delhi, 2006.
2. Asish.K, Bhattacharyya, Financial Accounting - Prentice Hall of India, New Delhi, 2016.
3. P.C.Tulsian -Financial Accounting, , Pearson -New Delhi, 2010.
4. CAG.Sekar and CA B.Saravaprasath, Principles and Practices of Accounting, Wolters Kluwer, Gurgaon, Hariyana, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1205	QUANTITATIVE TECHNIQUES FOR BUSINESS	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To equip essential mathematical and statistical knowledge and their applications in Business, Finance and Economics
- To develop the skills of reasoning, problem solving and most importantly investigative skills and apply the same in simple problem solving.
- To educate calculations of interest, Annuity etc.

UNIT 1 LINEAR INEQUALITIES AND TIME VALUE OF MONEY**9 Hrs.**

Linear Inequalities with Objective Functions and Optimization w.r.t. objective function.

Time value of Money: Interest Calculation, Depreciation, Effective Rate of Interest, Present Value, Net Present Value, Future Value, Perpetuity, Concepts of Annuities & its Applications.

UNIT 2 PERMUTATIONS AND COMBINATIONS**9 Hrs.**

Permutations and Combinations: Basic concepts of Permutations and Combinations: Introduction, Factorial, Permutations results, Circular Permutations, Permutations with restrictions, Combinations with standard results.

UNIT 3 MARGINAL COST AND LOGICAL REASONING**9 Hrs.**

Applications of Marginal Cost and Marginal Revenue - Logical Reasoning - Number series - Coding and Decoding - odd man out - Direction Tests - Seating Arrangements - Blood Relations - Syllogism.

UNIT 4 STATISTICS - INDEX NUMBERS AND TIME SERIES**9 Hrs.**

Index Numbers and Time Series - Index Numbers: Uses, Construction of Index Numbers, Methods of construction of Index Numbers. Time Series Analysis - Components of Time Series and Measurement of Trend Component by Moving Average Method.

UNIT 5 CORRELATION, REGRESSION**9 Hrs.**

Correlation and Regression - Scatter diagram - Karl Pearson's Coefficient of Correlation - Rank Correlation - Probable Error and limits - Regression lines - Regression equations - coefficients.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Use standard Mathematical techniques to solve elementary problems.
- CO2 - Apply Mathematics in business and Finance and gain experience in Mathematical modeling.
- CO3 - Ability to use Mathematics and Statistics techniques in physical phenomenon.
- CO4 - Translate verbal statement to Mathematical expression and apply Mathematical based reasoning to help evaluate alternatives and make decisions.
- CO5 - Effectively organize, summarize and present information in quantitative forms, including tables, graphs and formulas.
- CO6 - Calculate Index Numbers and understand the uses of the same.

TEXT / REFERENCE BOOKS

1. S.C. Gupta, V.K.Kapoor, Fundamentals of Mathematical Statistics, Sultan Chand & Sons, 2000.
2. CAG.Sekar and CA B.Saravaprasath, Business Mathematics, Logical Reasoning and Business Statistics Wolters Kluwer, Gurgaon, Hariyana, 2018.
3. Dr.S.R.Arora & Dr.KavithaGuptha, Business Mathematics, Taxman's Publications, 2015.
4. B.M.Aggarwal, Essentials of Business Statistics, Ane Books Pvt. Ltd., 2012.

END SEMESTER EXAM QUESTION PAPER PATTERN**Max. Marks: 100****Exam Duration: 2 Hrs.**

100 Questions of Multiple Choice 1 mark each - No choice

100 Marks

SFA1301	FINANCIAL ACCOUNTING	L	T	P	Credits	Total Marks
		4	1	0	4	100

COURSE OBJECTIVES

- To teach the accounting process and to develop skills necessary to evaluate an enterprise's financial position and its operating, investing and financing activities.
- To emphasize interactive case discussions based on analysis of actual companies' financial statements.
- To prepare financial statements of Branch and Departmental Enterprises

UNIT 1 GENERAL KNOWLEDGE ON ACCOUNTING STANDARDS**9 Hrs.**

Process of formulation of Accounting Standards including Ind ASs (IFRS converged standards) and IFRSs - convergence vs adoption - objective and concepts of carve outs - Framework for Preparation and Presentation of Financial Statements (as per Accounting Standards).

UNIT 2 APPLICATIONS OF ACCOUNTING STANDARDS**9 Hrs.**

AS 1: Disclosure of Accounting Policies AS 2: Valuation of Inventories AS 3: Cash Flow Statements AS 4: Contingencies and Events occurring after the Balance Sheet Date AS 5: Net Profit or Loss for the Period, Prior Period Items and Changes in Accounting Policies AS 10: Property, Plant and Equipment.

UNIT 3 SPECIAL TYPE OF ACCOUNTING**9 Hrs.**

Departmental Accounting - Need, Advantages, Methods and Techniques - Departmentalization of expenses - Inter departmental transfer and Accounting of Branches including foreign branches.

UNIT 4 COMPANY ACCOUNTS**9 Hrs.**

Preparation of financial statements - Statement of Profit and Loss, Balance Sheet and Cash Flow Statement - Profit (Loss) prior to incorporation - Managerial Remuneration - "Accounting for tax: Concept of deferred tax asset and deferred tax liability in line with AS 22".

UNIT 5 ACCOUNTING FOR SPECIAL TRANSACTIONS**9 Hrs.**

Investment - Meaning, Transactions and Accounting Treatment, Insurance claims for loss of stock and loss of profit - Meaning of Fire, Types of Policies, Averages clause, Treatment of Abnormal items.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - State the uses and users of accounting information.
- CO2 - Explain and apply accounting concepts, principles and conventions.
- CO3 - Discuss the process of formulation of Accounting Standards and the application of AS 2,3,4,5 and 10.
- CO4 - Understand Departmental and Branch accounts.
- CO5 - Prepare financial reports for companies.
- CO6 - Record special transactions like loss of stock and insurance claims.

TEXT / REFERENCE BOOKS

1. Pillai, Bagavathi and S.Uma, Practical Accounting, RSN, S.Chand & Co Ltd., New Delhi, 2006.
2. CAG.Sekar and CAB.Saravanaprasath, Accounting, Wolters Kluwer, Gurgaon, Hariyan, 2018.
3. T.S Reddy & Dr.A. Murthy, Financial Accounting - Margham Publications, 2012.
4. S.N.Maheshwari&S.K.Maheshwari, Advanced Accountancy, Vikas Publishing House Pvt. Ltd., 2012.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1302	ELEMENTS OF TAXATION	L	T	P	Credits	Total Marks
		4	1	0	4	100

COURSE OBJECTIVES

- To develop an understanding of the provisions of income-tax law and goods and services tax law.
- To acquire the ability to apply such knowledge to make computations and address application oriented issues.
- To Impart various Concepts and procedures in Indirect Taxation.

UNIT 1 INTRODUCTION TO INCOME TAX**9 Hrs.**

Basic Concepts - Income tax law: Introduction - Important definitions in the Income tax Act, 1961 - Concept of previous year and assessment year - Basis of Charge and Rates of Tax.

UNIT 2 RESIDENTIAL STATUS AND SCOPE OF TOTAL INCOME**9 Hrs.**

Residential status in India - Individuals [Resident and ordinarily resident / Resident but not ordinarily resident / non - resident] - HUFs [Resident and ordinarily resident / Resident but not ordinarily resident / non - resident] - Firms & AOPs [Resident / Non - resident - Companies [Resident / Non - resident] - Scope of Total Income.

UNIT 3 HEADS OF INCOME - SALARIES AND INCOME FROM HOUSE PROPERTY**9 Hrs.**

Income from Salary - Meaning of Salary - Computation of Taxable Salary - Deductions - Allowable and not allowable - Standard deduction - Valuation and Tax treatment of perquisites - Income from house property - Chargeability - Computation of Annual Value - Standard deduction - Deduction of Interest and others.

UNIT 4 HEADS OF INCOME - CAPITAL GAINS**9 Hrs.**

Capital Asset - Chargeability - Short term and long term Capital gains - Computation of Capital Gains - Computation of Indexed cost of acquisition & Improvement - Exemptions under sections 54, 54B, 54D, 54EC, 54EE & 54F, Computation of Tax on capital gains.

UNIT 5 CONCEPT OF INDIRECT TAXES - GST**9 Hrs.**

Introduction - Concept of GST in India - Need for GST - Framework of GST - Benefits & constitutional provisions - Concept of Supply under GST - Composite & Mixed supplies - Charge of GST - Levy and collection - Composition Levy - Exemptions - Time & Value of Supply.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Explain the sections and provisions of Income tax Act.
- CO2 - Examine the basic concepts of tax rates, liability, penalties and prosecution.
- CO3 - Distinguish taxable income and exempted income.
- CO4 - Compute individual tax and deductions.
- CO5 - Exhibit sophisticated knowledge related to tax accounting rules and regulations.
- CO6 - Analyze and resolve tax problems.

TEXT / REFERENCE BOOKS

1. Gaur.V.P. & Narang.D.B., Income Tax Law and Practice, Kalyani Publishers, 2019.
2. Vinodh K.Singhania and Kapil Singhania, Direct Taxes, Taxman Allied Services Pvt. Ltd., 2019.
3. CAG.Sekar, Taxation, Wolters Kluwer, Gurgaon, Hariyana, 2019.
4. Dr. Yogendra Bangar, Dr. Vandana Bangar, Taxation, Law Book World, 2019.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 20 Questions of 1 - 2 marks (All Questions are Compulsory)**30 Marks**

PART B: 8 Questions covering all units with or without sub- divisions out of which 2 Questions compulsory (14 Marks each) 6 questions to be answered, from the remaining 8 Questions (each carrying 7 marks)

70 Marks

SFA1303	COST ACCOUNTING	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To develop an understanding of the basic concepts and applications of Costing.
- To establish the cost associated with the production of products and provision of services.
- To educate Ascertainment of Cost and apply the same to determine prices.

UNIT 1 OVERVIEW OF COST AND MANAGEMENT ACCOUNTING**9 Hrs.**

Objectives, Scope, Users and Functions of Cost and Management Accounting - Role of cost accounting department and its relation with other departments - Installation of Costing System - Relationship of Cost Accounting, Financial Accounting, Management Accounting and Financial Management - Cost terms and Concepts - Cost Reduction and Cost Control.

UNIT 2 ELEMENTS OF COST AND PREPARATION OF COST SHEETS**9 Hrs.**

Functional classification and ascertainment of cost - Preparation of Cost Sheets for manufacturing sector and for Service sector.

UNIT 3 ASCERTAINMENT OF COST AND COST ACCOUNTING SYSTEM**9 Hrs.**

Procurement procedures - Store procedures and documentation, Stock verification - Valuation of material receipts - Inventory control Techniques - determination of optimum stock level and order quantity, Techniques of Inventory control - Stock taking and perpetual inventory system, use of control ratios, - Inventory Accounting - Consumption - Identification with products of cost centres.

UNIT 4 EMPLOYEE COST AND DIRECT EXPENSES**9 Hrs.**

Attendance and Payroll procedures Elements of wages - Employee Cost Control - Employee Turnover - Methods of calculating employee turnover, causes of employee turnover, effects of employee turnover - Utilization of Human Resource, Direct and indirect employee Cost - Remuneration systems and incentive schemes - Nature of Direct or Chargeable expenses - Sub - contracting.

UNIT 5 OVERHEADS**9 Hrs.**

Functional analysis of Overheads - Behavioral analysis - Allocation and Apportionment of overheads using Absorption Costing Method - Factory Overheads - Administration Overheads - Selling & Distribution Overheads - Treatment of Research and development cost in cost accounting - Concepts of Activity Based Costing (ABC) - Integrated and Non - integrated Cost Accounting system - Reconciliation of profit.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Distinguish the relationships between cost and financial accounting
- CO2 - Discuss the concepts in cost accounting
- CO3 - Understand main manufacturing cost elements
- CO4 - Compute labour remuneration and incentives
- CO5 - Classify various costs and overheads in an organisation
- CO6 - Prepare cost sheet

TEXT / REFERENCE BOOKS

1. Jain S.P. and Narang K.L., Cost Accounting, Kalyani Publishers, 2018.
2. A.Murthy and S.Gurusamy, Cost accounting, Vijay Nicole Imprints Pvt. Ltd., 2014.
3. Dr. Maheswari S.N., Cost and Management Accounting, Sultan Chand & Sons, 2017.
4. CA Saravanaprasath, Cost and Management Accounting, Wolters Kluwer, Gurgaon, Hariyana, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1306	MANAGEMENT ACCOUNTING	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To educate the concepts of standard costing, marginal costing and absorption costing.
- To impart variance analysis and Break Even analysis.
- To train use of Techniques in decision making.

UNIT 1 STANDARD COSTING**9 Hrs.**

Meaning of standard costing - utility of standard costing - Types of standards - Setting of standards, **Standard Costing as method of performance measurement** - advantages, limitations and applications of standard costing.

UNIT 2 VARIANCE ANALYSIS**9 Hrs.**

Calculation and Reconciliation of Cost Variances - Material Cost Variance, employee Cost Variance, Variable Overheads - Variance and Fixed Overhead Variance - Control ratios.

UNIT 3 MARGINAL COSTING**9 Hrs.**

Basic concepts - Contribution margin - Characteristics of marginal costing - advantages and limitations of marginal costing.

UNIT 4 BREAK EVEN ANALYSIS**9 Hrs.**

Break - even analysis - Cost - Volume - Profit Analysis (CVP) - Margin of Safety - Break Even charts - assumptions underlying Break Even Charts and construction of Break Even Charts - Advantages, limitations and types of Break Even charts - Determination of Cost of a product/ service.

UNIT 5 MARGINAL COSTING AND ABSORPTION COSTING**9 Hrs.**

Meaning of absorption costing - Comparison of Marginal costing with absorption costing methods - Reconciliation of profit under both the methods - Short term decision making.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Calculate material, labour and overhead variances.
- CO2 - Analyse the variances.
- CO3 - Explain marginal costing.
- CO4 - Carry out Cost volume profit analysis.
- CO5 - Determine cost of product under marginal cost and absorption cost methods.
- CO6 - Decide whether to continue or stop production.

TEXT / REFERENCE BOOKS

1. Jain S.P and Narang K.L., Cost Accounting, Kalyani Publishers, 2018.
2. A.Murthy and S.Gurusamy, Cost accounting, Vijay Nicole Imprints Pvt. Ltd., 2014.
3. Dr. Maheswari S.N., Cost and Management Accounting, Sultan Chand & Sons, 2017.
4. CA Saravanaprasath, Cost and Management Accounting, Wolters Kluwer, Gurgaon, Hariyana, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1402	TAXATION - LAW AND PRACTICE	L	T	P	Credits	Total Marks
		4	2	0	4	100

COURSE OBJECTIVES

- To acquaint the students with basic principles underlying the provisions of direct and indirect tax laws.
- To develop a broad understanding of the tax laws and accepted tax practices.
- To introduce practical aspects of tax planning as an important managerial decision-making process.

UNIT 1 INCOMES WHICH DO NOT FORM PART OF TOTAL INCOME**9 Hrs.**

Fully Exempted Income & Partially Exempted Income - Agricultural Income - Compensation on account of disaster - Pensions - Subsidies - Share of income by a partner - Bhopal Gas disaster Victims compensation - PF and superannuation fund payments - Gratuity - Payment from NPS trust - Specified Income of a Sikkimese Individual - LTA, Pension & Retrenchment compensation - HRA - Clubbed income of a minor child. Tax holiday for newly established units in Special Economic Zone.

UNIT 2 HEADS OF INCOME - PROFITS AND GAINS FROM BUSINESS OR PROFESSION**9 Hrs.**

Meaning of Business and Profession - Chargeability under section 28 - Expenditures allowed as deduction - Inadmissible expenses - Expenditures not allowed as deduction in certain circumstances - Income credited in P&L but treated separately - Deemed Income.

UNIT 3 HEADS OF INCOME - INCOME FROM OTHER SOURCES**9 Hrs.**

Ambit and scope - Dividend Income - Casual Income - Interest on compensation - Chargeability under specific circumstances - Deductions allowable under section 57 - Computation of tax for certain special items.

UNIT 4 OTHER PROVISIONS AND COMPUTATION OF TOTAL INCOME**9 Hrs.**

Income of other persons included in assessee's total income - Aggregation of Income - set off and carry forward of losses - Deductions from Gross total Income - Computation of Total Income and Tax Payable - Advance Tax, Tax Deduction at source - Introduction to Tax collected at source - Provisions for filing of return of income & Self-assessment.

UNIT 5 COMPUTATION OF GST LIABILITY**09 Hrs.**

Concept of Input Tax Credit - Registration, Requirements and Provision - Tax Invoices, Debit Notes & Credit Notes, E Way Bill - Payment of Tax & Computation of Interest on delayed payment - Furnishing of returns - Miscellaneous provisions.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Explain incomes not forming part of total income
- CO2 - Calculate income from business or profession
- CO3 - Discuss income from other sources
- CO4 - Compute individual tax and deductions
- CO5 - Examine the requirement for TDS / TCS / Advance Tax / Filing of returns
- CO6 - Understand the provisions of GST Act such as Input Tax Credit, E way Bill and filing of returns

TEXT / REFERENCE BOOKS

1. Gaur V.P. & Narang D.B., Income Tax Law and Practice, Kalyani Publishers, 2019.
2. VinodhK.Singhania and KapilSinghania, Direct Taxes, Taxman Allied Services Pvt. Ltd., 2019.
3. CAG.Sekar, Taxation, Wolters Kluwer, Gurgaon, Hariyana, 2019.
4. Dr. YogendraBangar, Dr. Vandana Bangar, Taxation, Law Book World, 2019.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 20 Questions of 1 - 2 marks (All Questions are Compulsory)**30 Marks**

PART B: 8 Questions covering all units with or without sub- divisions out of which 2 Questions compulsory (14 Marks each) 6 questions to be answered, from the remaining 8 Questions (each carrying 7 marks)

70 Marks

SFA1502	PRINCIPLES OF AUDITING	L	T	P	Credits	Total Marks
		5	2	0	3	100

COURSE OBJECTIVES

- To develop an understanding of the concept in auditing and of the generally accepted auditing procedures
- To explain the techniques and skills and acquire the ability to apply the same in audit and attestation engagements
- To impart the Responsibilities of Auditors

UNIT 1 NATURE, OBJECTIVE AND SCOPE OF AUDIT**9 Hrs.**

Auditing Concepts - Nature, objective and scope of Audit - Relationship of auditing with other disciplines - Standard Setting Process - Role of International Auditing and Assurance Standards Board (IAASB) - Standards on Auditing - Guidance - Engagement Standards - Qualities of Auditor.

UNIT 2 AUDIT STRATEGY, AUDIT PLANNING AND AUDIT PROGRAMME**9 Hrs.**

Audit Strategy - Audit planning - Audit programme - Audit Plan and Programme - Quality of audit work - Delegation and supervision of audit work - Materiality and Audit Plan - Revision - Documenting - Performance Materiality.

UNIT 3 AUDIT DOCUMENTATION AND AUDIT EVIDENCE**9 Hrs.**

Concept of Audit Documentation - Nature & Purpose of Audit - Form, Content & Extent of Audit Documentation - Completion Memorandum; Ownership and custody of Audit Documentation - Audit procedures for obtaining audit evidence - External confirmation procedures - Management's refusal - Negative Confirmations - Audit evidence about opening balances - Accounting policies - Reporting - Meaning of Related Party - Nature - Relationships & Transactions - Subsequent Events - Responsibilities of the Auditor with regard to Going Concern Assumption.

UNIT 4 RISK ASSESSMENT AND INTERNAL CONTROL**9 Hrs.**

Audit Risk, Identifying and Assessing the Risk of Material Misstatement, Risk Assessment procedures; Understanding the entity and its environment - Internal control - Documenting the Risks - Evaluation - Testing - Internal Control and IT Environment - Materiality and audit risk - Internal audit - Basics of Standards - Basics of Internal Financial Control and reporting requirements.

UNIT 5 FRAUD AND RESPONSIBILITIES OF THE AUDITOR**9 Hrs.**

Responsibility for the Prevention and Detection of Fraud - Factors - Risks of Material Misstatement Due to Fraud - Communication of Fraud - Provisions of the Companies Act 2013 on fraud.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Understand the need for external audits and other types of assurance services.
- CO2 - Appreciate the duties of auditors and other assurance providers.
- CO3 - Explain the concepts of 'independence', 'audit evidence', 'audit risk' and 'materiality'.
- CO4 - Distinguishes between compliance and substantive testing.
- CO5 - Plan audit for an entity.
- CO6 - Describe prevention and detection of fraud.

TEXT / REFERENCE BOOKS

1. CA Surbhi Bansal, Auditing & Assurance, Best Word Publications, 2018.
2. CA Pawan Kumar K.Ch, Auditing & Assurance, S. Chand Publications, 2013.
3. CAG. Sekar and CA B.Saravanaprasath, Auditing & Assurance, Wolters Kluwer, Gurgaon, Hariyana, 2018.
4. CA Panaj Garg, Auditing & Assurance, Taxmann, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 20 Questions of 1 - 2 marks (All Questions are Compulsory)**30 Marks**

PART B: 8 Questions covering all units with or without sub- divisions out of which 2 Questions compulsory (14 Marks each) 6 questions to be answered, from the remaining 8 Questions (each carrying 7 marks)

70 Marks

SFA1601	ADVANCED CORPORATE ACCOUNTING	L	T	P	Credits	Total Marks
		6	2	0	4	100

COURSE OBJECTIVES

- To explain preparation of financial statements of insurance, banking, non banking institutions.
- To give them an exposure to calculate the value of goodwill.
- To understand the consolidation of financial statements.

UNIT 1 FINANCIAL REPORTING OF INSURANCE COMPANIES**9 Hrs.**

Meaning of insurance business - Annuities granted - claims - surrender value - bonus - paid - up Policy - re - insurance and agents' balances - types of insurance business - meaning - types of fire - marine - miscellaneous policies - preparation of financial statements for the insurance business - maintenance of register or record of policies.

UNIT 2 FINANCIAL REPORTING OF BANKING COMPANIES**9 Hrs.**

Meaning of Banking - Books of Accounts - Returns - Forms - Capital Adequacy Norms - Classification of Assets and Provisions - Preparation of Financial Statements of Banks.

UNIT 3 FINANCIAL REPORTING OF NON - BANKING FINANCIAL COMPANIES AND MUTUAL FUND 9 Hrs.

Definition of NBFC - Registration - Classification of NBFC - Residuary Non - Banking Companies - Asset Classification - Non - Performing Asset - Preparation of Financial Statements of NBFCs - Meaning - History - Organization mutual funds - Types of mutual fund schemes - SEBI Guidelines - Contents of Balance Sheet and Revenue Account - Evaluation of Mutual Funds.

UNIT 4 VALUATION OF GOODWILL**9 Hrs.**

Concept - Need - Bases - types - Approaches of valuation of goodwill - Compute Future Maintainable profit, Capital employed and goodwill.

UNIT 5 CONSOLIDATED FINANCIAL STATEMENTS**9 Hrs.**

Concept of Group Statements of subsidiaries with the Holding Companies - Prepare the consolidated financial statements. (Excluding problems involving acquisition of Interest in Subsidiary at Different Dates; Different Reporting Dates; Disposal of a Subsidiary and Foreign Subsidiaries).

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Discuss the financial reports of insurance companies.
- CO2 - Understand financial reporting of banking companies.
- CO3 - Explain the financial reports of NBFCs and mutual funds.
- CO4 - Describe the guidelines of SEBI.
- CO5 - Compute the value of goodwill.
- CO6 - Prepare consolidated balance sheet of holding companies accounts.

TEXT / REFERENCE BOOKS

1. M.C.Shukla, M.P. Gupta, B.M. Agarwal & T.S.Grewal, Advanced Accounts (Volume II), S.Chand Publishing, 2019.
2. R.L. Gupta and M.Radhaswamy, Advanced Accountancy Volume II, Sultan Chand & Co, 2018.
3. P.C.Tulsian and Bharat Tulsian, Advanced Accountancy, S.Chand Publishing, 2019.
4. CAG.Sekar and CA B.Saravanaprasath, Accounting, Wolters Kluwer, Gurgaon, Hariyana, 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks****PART B:** 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks**80 Marks**

SFA1603	ADVANCED FINANCIAL MANAGEMENT	L	T	P	Credits	Total Marks
		6	2	0	4	100

COURSE OBJECTIVES

- To appreciate the risk and uncertainty involved in capital budgeting.
- To learn the techniques of risk analysis.
- To understand dividend policies and management of working capital.

UNIT 1 RISK AND UNCERTAINTY IN CAPITAL BUDGETING DECISION**9 Hrs.**

Risk and Uncertainty - Sources of Risk - Reasons for adjustment - Techniques of risk analysis - Probability Analysis - Certainty Equivalent Method - Risk Adjusted Discount Rate - Monte Carlo Simulation.

UNIT 2 DECISION TREE AND SENSITIVITY ANALYSIS**9 Hrs.**

Decision Tree analysis - scenario analysis - sensitivity analysis.

UNIT 3 DIVIDEND DECISIONS**9 Hrs.**

Basics of Dividends - Forms of dividend - Determinants of dividend - Relevancy and Irrelevancy of Dividend Policies - Traditional Approach - Walter's model - Gordon's model - Modigliani and Miller (MM) Hypothesis.

UNIT 4 ASSESMENT OF WORKING CAPITAL**9 Hrs.**

Meaning of working capital - Liquidity and Profitability - The Working capital financing decisions - Primary and Secondary Sources of Liquidity - The working Capital Cycle (operating Cycle), Effectiveness of Working Capital based on its operating and cash conversion cycles - Assessment of working capital requirement -

UNIT 5 MANAGEMENT OF WORKING CAPITAL**9 Hrs.**

Management of Accounts Receivables (Debtors) - Factoring and Forfeiting - Management of Accounts Payables (Creditors) - Management of Inventory - Management of Cash - Treasury management - Banking norms of working capital finance.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Explain the techniques of risk analysis
- CO2 - Prepare decision tree
- CO3 - Carry out scenario and sensitivity analysis
- CO4 - Understand Dividend Policies
- CO5 - Compute requirement of working capital
- CO6 - Appreciate the aspects of management of working capital

TEXT / REFERENCE BOOKS

1. Ashish Kalra, Financial Management and Economics for Finance, IGP Publication, 2018.
2. P.C.Tulsian and Bharat Tulsian, Financial Management, S.Chand Publishing, 2017.
3. CAG.Sekar and CA B.Saravanaprasath, Financial Management and Economics for Finance, Wolters Kluwer, Gurgaon, Hariyana, 2018.
4. CA. K. Hariharan, Simplified Approach to Financial Management & Economics for Finance, Wolters Kluwer, Gurgaon, Hariyana, Dec 2018.

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1604	ECONOMICS FOR FINANCE	L	T	P	Credits	Total Marks
		6	1	0	3	100

COURSE OBJECTIVES

- To appreciate the concept of determination of national income.
- To learn the basics of monetary and fiscal policies.
- To learn fundamentals of international trade.

UNIT 1 NATIONAL INCOME**9 Hrs.**

Macro-economic Aggregates and Measurement of National Income - The Keynesian Theory of Determination of National Income.

UNIT 2 MONEY MARKET AND MONETARY POLICIES**9 Hrs.**

The Money Market - The Concept of Money Demand - Important Theories of Demand for Money - The Concept of Money Supply - Monetary Policy.

UNIT 3 PUBLIC FINANCE FISCAL POLICIES**09 Hrs.**

Public Finance - Fiscal functions - An Overview - Market Failure - Government Interventions to Correct Market Failure - Fiscal Policy.

UNIT 4 INTERNATIONAL TRADE**9 Hrs.**

Theories of International Trade - Trade Policy - The Instruments of Trade Policy - Trade Negotiations.

UNIT 5 INTERNATIONAL FINANCE**9 Hrs.**

Exchange Rates and its economic effects - International Capital Movements - Foreign Direct Investment.

Max.45 Hrs.**COURSE OUTCOMES**

On completion of the course, student will be able to

- CO1 - Discuss the concepts of national income.
- CO2 - Appreciate of concept of demand and supply of money.
- CO3 - Understand public finance.
- CO4 - Describe the importance of government intervention to correct the market and fiscal policy.
- CO5 - Elaborate theories of international trade and trade policy.
- CO6 - Explain the effects of exchange rate.

TEXT / REFERENCE BOOKS

1. Ashish Kalra, Financial Management and Economics for Finance, IGP Publication, 2018.
2. P.C.Tulsian and Bharat Tulsian, Financial Management, S.Chand Publishing, 2017.
3. CAG.Sekar and CA B.Saravanaprasath, Financial Management and Economics for Finance, Wolters Kluwer, Gurgaon, Hariyana, 2018.
4. CA. K. Hariharan, Simplified Approach to Financial Management & Economics for Finance, Wolters Kluwer, Gurgaon, Hariyana, Dec 2018

END SEMESTER EXAMINATION PATTERN QUESTION PAPER**Max. Marks: 100****Exam Duration: 3 Hrs.****PART A:** 10 Questions of 2 marks Compulsory**20 Marks**

PART B: 5 Questions covering all units with or without sub- divisions out of which 4 Questions to be answered, each carrying 20 marks

80 Marks

SFA1605	INTERNSHIP TRAINING	L	T	P	Credits	Total Marks
		0	0	0	2	100

COURSE OBJECTIVES

- To have practical exposure in the functional areas for finance and accounting of manufacturing, trading and service enterprises.
- To prepare a project report based on the training.
- To present the knowledge acquired to the panel of examiners.

During the sixth semester each student shall undergo Professional training accounting to 30 working days, for which he/she shall be permitted to report to the company on two working days in a week. The training report presentation by the student shall be conducted as part of the University examinations of the 6th Semester. The report presentation carries 100 marks. On evaluation, 50 marks shall be awarded by the internal examiner and 50 marks by the external examiner based on the presentation of the student to the Board of Examiners.

The following are mandatory regarding the assessment of Students Professional Training Programme:

1. The student shall maintain a log book on daily basis.
2. At the end of the professional training the student shall submit a training report along with the log book maintained during the period of training on the functional areas of the company.
3. A training report will be submitted to the Department, in the prescribed format for the purpose of valuation.
4. The training report will be assessed by a panel of examiners comprising of both internal and external examiners.