

**Jamuni Lal College, Hajipur**  
**B.R.A.B.U. Muzaffarpur**  
**Faculty of Commerce**  
**Syllabus B.Com Part I**



**(GROUP A- Accounts Hons)**

**Paper-I: Financial Accounting**

1. Basic accounting concept, Principles and conventions. An outline of books of original record. Preparation, analysis and interpretation of financial statements.
2. Consignment and Joint Venture Account.
3. Partnership- Dissolution, Amalgamation of Firms and Sale of Business to Company.
4. Issue and Forfeiture of Shares.
5. Royalty, Hire Purchase and Instalment system of Accounts
6. Indian Accounting System- Its distinctive features, merits and demerits, various 'bahis' and recording therein.

**Self-assessment**

1. What do you understand by consignment? Distinguish between consignment and sale.
2. What journal entries are passed in the books of Lessee and Land Lord in connection with royalty?
3. Shyam purchased a car on January 2018 from Maruti Ltd. Cash price Rs. 1,12,000. The purchase is an instant payment system, Rs. 12000 is being paid on signing the contract and thereafter Rs. 40,000 being paid annually for three years interest was charged at 10% P.A. Depreciation was written off at the rate of 20% p.a. an diminishing method. Journalize the above transaction in the above books of Shyam.
4. Can share be issued on premium if so how premium on shares should be recorded?
5. What accounting records are made in the books of the firm when a patency firm is sold to a limited company?

**Books Recommended:**

1. Dr. S.M. Shukla-Financial Accounting
2. P.C. Tulsian-Financial Accounting
3. Kapileshwar Bhalla- Financial Reporting

**Paper- II: Auditing**

1. Definition of Auditing- Objects and classes, Audit Note-Book, Audit programme-Auditing as distinct from Book-Keeping and Accountancy, qualities of an auditor, Advantages of auditing.
2. Internal check-Meaning and objects, internal check in different books of original entry.

3. Vouching- Meaning and importance, vouching of different books of original entry.
4. Revenue and Capital Expenditure- Distinction, Different types reserves, Methods charging depreciation, Verification of Assets.
5. Audit of Company Accounts- Appointment, remuneration, duties, liabilities and rights of Company Auditors, Important case laws of the topic.
6. Audit of Final Accounts of company- Divisible profits, Capital Profits.
7. Investigation- Investigation of Accounts under different situations- Investigation report.

**Self-assessment:**

1. Discuss the importance of audit in modern age.
2. Explain the duties of auditor regarding errors and fraud.
3. What is secret reserve? How it is created? Explain the duties of an auditor in respect.
4. What is divisible profit? Describe the duties of an auditor in this regard.
5. “Auditing begins where accountancy ends” Explain how accountancy differs from audit.

**Books Recommended:**

1. T.R. Sharma- Auditing
2. Sana,Sarkar,Biswas & Das- Auditing-Principles & Practices
3. Sultan Chand & Sons- Principles & Practice of Auditing.

## Subsidiary Subjects:

### **I: Business Organisation:**

1. Meaning and importance of Business organisation.
2. Characteristics of different forms of Business Organisation, Sole Proprietorship, Partnership, Joint Stock Company, Co-operative and Public Enterprises.
3. Size of Business Units- Factors affecting the size, Concept of Optimum size of a Business unit.
4. Scientific Management and Rationalisation- Meaning, Principles, Features, Merits and Demerits.
5. Combination in Business- Motives behind combination, Detailed study of types and forms of Business Combination.
6. Methods of remunerating labour- Essential elements, Advantages and disadvantages of time rate , Piece rate and various incentive, i.e., Taylor, Emerson, Halsey, Rowan and Gantt etc., Systems of Wage payment.
7. Original Markets- A brief study of the importance, constitution, Function and Working of Stock Exchange and Produce Exchange.
8. Sources of Business Finance- Short term and Long term.

### **Self -Assessment:**

1. Explain the factors which determine optimum size.
2. Describe the merits and demerits of rationalization.
3. Explain the features of scientific management.
4. Discuss in brief the types of companies.
5. Describe in brief the different forms of combinations.

### **Books recommended:**

1. M.C. Shukla- Business Organisation
2. Dr. Padmakar Asthana & Dr. I.M.Sahai- Business Organisation & Administration
3. Shilpa Ahuja- Business Organisation & Management.

## **II. Principles of Economics:**

1. Nature and scope of Economics: Definitions of Economics, Positive and Normative Economics, Nature of Economic Laws, Micro and Macro Economics
2. Theory of Demand: Law of Demand, Elasticity of Demand, Consumer Surplus, Indifference Curve Analysis.
3. Production: Law of Returns, Elementary idea of production, Function and iso-product curve. Nature of Cost-Fixed and Variable Costs, Total, Average and Marginal Costs.
4. Theory of Product Pricing:
  - (a) Pricing and output under Perfect Competition: Nature of Perfect Competition, pricing and output in the Market Period. Short term and Long term Period, Equilibrium of the firm under perfect competition.
  - (b) Pricing and output under Monopoly: Meaning of Monopoly, Costs and revenues in monopoly analysis, Short run and Long run equilibrium under monopoly, Price discrimination under Monopoly.
  - (c) National Income: Meaning of GNP, NNP, NDP and NI. Theory of Distribution. Theory of Factor Pricing- Theory of Rent, Wages, Interest and profit.

### **Self- Assessment:**

1. What is price discrimination? How is price determined in this situation?
2. What is perfect market? State its characteristics.
3. Explain modern theory of interest.
4. Differentiate opportunity cost and react cost.

### **Books Recommended:**

1. Marshall- Principles of Economics.
2. Pearson- Principles of Economics.
3. Graham Bancock & R.E. Baxter- Dictionary of Economics.

## **GROUP-B-CORPORATE ADMINISTRATION**

### **Paper-I: Business Organisation**

1. Meaning and importance of Business organisation.
2. Characteristics of different forms of Business Organisation, Sole Proprietorship, Partnership, Joint Stock Company, Co-operative and Public Enterprises.
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4. Scientific Management and Rationalisation- Meaning, Principles, Features, Merits and Demerits.
5. Combination in Business- Motives behind combination, Detailed study of types and forms of Business Combination.
6. Methods of remunerating labour- Essential elements, Advantages and disadvantages of time rate , Piece rate and various incentive, i.e., Taylor, Emerson, Halsey, Rowan and Gantt etc., Systems of Wage payment.
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3. Shilpa Ahuja- Business Organisation & Management.

**Paper-II: Company Accounts**

1. Final Accounts of Joint Stock Company
2. Profit and loss prior and after Incorporation
3. Amalgamation, Absorption and Reconstruction of Joint Stock Company
4. Liquidation of Company
5. Preparation of consolidated Balance sheet of Holding Company with one Subsidiary Company

**Self -Assessment:**

1. What is profit and loss appropriation account? How does it differs from profit and loss A/C.
2. What is holding Co. and subsidiary Co.? Distinguish between two.
3. Explain the merits and demerits of amalgamation of a company.
4. XYZ company that wend to liquidation has the following information:-  
Unsecured Creditors Rs. 96,000  
Preferential creditor Rs. 36,000  
Debentures Rs 30,000  
Amount realized from assets – Rs. 1,28,000  
Liquidation expenses – Rs. 3000  
Prepare liquidator final statement of account.
5. A company consolidates its share capital of 1,00,000 equity share of Rs. 10 each folly paid and divides it into 10000 equity shares of as 100 each folly paid up. Give the necessary journal entries.

**Books recommended:**

1. Shukla & Grewal- Advanced Accounts
2. Hanif & Mukherjee- Corporate Accounting
3. Dr. Amitabha Basu- Corporate Accounting.

**SUBSIDIARY:**

**I: Financial Accounting**

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2. P.C. Tulsian-Financial Accounting
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## **II: Principles Of Economics:**

1. Nature and scope of Economics: Definitions of Economics, Positive and Normative Economics, Nature of Economic Laws, Micro and Macro Economics
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  - (b) Pricing and output under Monopoly: Meaning of Monopoly, Costs and revenues in monopoly analysis, Short run and Long run equilibrium under monopoly, Price discrimination under Monopoly.
  - (c) National Income: Meaning of GNP, NNP, NDP and NI. Theory of Distribution. Theory of Factor Pricing- Theory of Rent, Wages, Interest and profit.

### **Books Recommended:**

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2. Pearson- Principles of Economics.
3. Graham Bancock & R.E. Baxter- Dictionary of Economics.

### **GROUP-C-BUSINESS ENVIRONMENT**

#### **Paper-I: Business Organisation**

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3. Size of Business Units- Factors affecting the size, Concept of Optimum size of a Business unit.
4. Scientific Management and Rationalisation- Meaning, Principles, Features, Merits and Demerits.
5. Combination in Business- Motives behind combination, detailed study of types and forms of Business Combination.
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7. Original Markets- A brief study of the importance, constitution, Function and Working of Stock Exchange and Produce Exchange.
8. Sources of Business Finance- Short term and Long term.

**Books recommended:**

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2. Dr. Padmakar Asthana & Dr. I.M.Sahai- Business Organisation & Administration
3. Shilpa Ahuja- Business Organisation & Management

**Paper-II: SOCIO-POLITICAL ENVIRONMENT**

1. Social Structure and institutions-Family, caste, religion and culture, their influence on industrial life and business community.
2. Political Environment- Political systems and organisation, political organisation in the country, Features of Indian constitution with reference to fundamental rights, Directive principles. The Financial relationship between the Central Government and State Governments in India. Recommendations of the Finance Commission-Sarkaria Commission on the State-union relationship

**Self-Assessment:**

1. Analysis the concept of social structure.
2. Discuss any one theory of the origin of society.
3. Discuss the main features of Indian society.
4. Throw light on the present potential environment of India.
5. Discuss the influence of political environment on industrial life of our country.

**Books Recommended:**

1. M.M. Srivastava- Caste in Modern India
2. Dr. Amartya Sen- The Argumentative Indian
3. Sandip Sen & Arohi Sen- India Emerging.

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  - (c) National Income: Meaning of GNP, NNP, NDP and NI. Theory of Distribution. Theory of Factor Pricing- Theory of Rent, Wages, Interest and profit.

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3. Graham Bancroft & R.E. Baxter- Dictionary of Economics.