

COMMERCE (HONS./PG) [CODE -07]

I. Accounting (A) Financial Accounting (B) Cost Accounting and (C) Management Accounting

IA. Financial Accounting : Basic concepts, Principles of Accounting – Details of the Steps of preparation of Balance Sheet (Journal, Ledger, Trial Balance, Trading Account, Profit and Loss Account and Balance Sheet) – Their underlying concepts including adjustment and rectification entries – Convention of Accounting: Going Concern Convention, Entity Convention, Money Convention, Period Convention and Dual – Aspect Convention. Accounting Equation. Accounting Doctrines: Objectivity, Disclosure, Consistency, Materiality and Conservatism, Measurement of Periodic Income: Revenue Recognition and the Matching process. Hire Purchase and Purchase by installments. Goodwill and Shares : Concepts, Valuation and Treatment in Accounts. Depreciation, Provision and Reserves: Concept and different types, Partnership Accounts: Admission Retirement and Dissolution. Company Accounts: Issue, forfeiture and Redemption of Shares and Debentures. Capitalization of Reserve. Amalgamation, Reconstruction and Absorption. Holding company (including Chain Holding). Accounting Standards: concept, need and Accounting Standards Formulated in India.

B. Cost Accounting: Process Costing. Standard Costing. Cost-Volume --- Profit Analysis

C. Management Accounting: Ratio Analysis and interpretation of Financial Statement. Fund Flow and Cash Flow Analysis. Working Capital Management. Cost of Capital. Budgets: Cash, Sales, Master.

II. Auditing: Definition, Principles and Procedure. Verification and Valuation Assets and Liabilities. Internal Check, Internal Audit and Internal Control. Divisible Profit Management Audit Cost Audit. Operational Audit Social Audit. Environment Audit. Investigation.

III. Commercial Mathematics: Simple Compound Interest. Annuity. Percentage. Equation and Progression. Statistics: Its Meaning and use. Measures of Central Tendency. Measures of Dispersions. Index Number. Sampling Methods.

IV. BUSINESS ORGANISATION AND MANAGEMENT:

1. Nature, Scope and Objectives of Business – Business, Economy and Society – Social Responsibilities of Business
2. Business Environment: Elements of Environment –need for identifying environmental facilities and constraints – Features of business environment in India.

3. Functional classification of business – industry, trade and commerce.
4. Features of different forms of business organizations.
5. Public Sector – Joint Sector – Government Policies and Control – performance of public enterprises in India –issue of privatization of public sector.
6. Organised Markets: Capital Market, Money Market, Commodity market – nature, importance, objectives and functions of these markets.
7. Meaning, significance and functions of business management – Evolution of management thought - different approaches to the study to management.
8. Personnel Management : Functions, manpower planning - Industrial relations – Industrial discipline – Worker’s participation in management – Trade Union and their functions.
9. Marketing Management : Basic marketing functions – modern concept of marketing – marketing mix – Product Life cycle – Pricing policies and strategies – Sales organization and promotion.
10. Financial Management: Objectives – Sources of finance – features of sound capital plan – capitalization, capital structure – Budget and Budgetary control.

V. RESOURCE STUDIES:

1. Man and His Environment-Physical and Non-Physical factors of environment - effects of environment on the economic life of man.
2. Modern trends in the development of resource and growing consciousness of resource development. Role of Culture in the development of resource.
3. Resource Development in India/ West Bengal-man-power, forest, mineral, power, agriculture resource and their role in the economic development of West Bengal.

VI. BUSINESS ECONOMICS:

1. THE DEMAND FUNCTION --- Indifference curve analysis- Average and Marginal Revenue.
2. PRODUCTION FUNCTION – total, average and marginal product – the law of diminishing returns to a factor – the role of revenue and cost in production.
3. Production cost in the short and long run – fixed and variable cost – break even analysis.
4. Price determination under perfect competition – Monopoly – Monopolistic competition – Oligopoly.
5. MARGINAL PRODUCTIVITY THEORY ---- Collective bargaining and Wage determination – Theory of Rent – Theory of Interest – Theory of Profit.
6. GNP, GDP, National Income concepts. Notion of consumption function, Investment function – concepts of IS and LM curves – Investment Multiplier.
7. THEORY OF COMPARATIVE ADVANTAGE – Trade policy – Tariffs and Protection – The International Financial Environment.