



TEACHING PLAN DEPARTMENT OF COMMERCE JULY 2022 - JUNE 2023

GARGAON COLLEGE TEACHING PLAN Course: B. Com. Session: Odd semester 2022

Subject:COMMERCE
Name of the Teacher:DR. MEGHALI BORA
Methods to be applied: Lecture, analytical and activity method, interaction and discussion.
Teaching Materials:White Board, Green Board, Chalk Pencil, Marker Pen, Duster, Book, Journal, Newspaper, Magazine, Periodicals, Laptop andInteractive Panel.

PaperCode/Ti tle	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorials
C306/ Income Tax Law & Practice	i. Introduction: Basic Concepts	10	 Income, Agricultural Income, Person, Assessee, Assessment year, Previous Year. Gross Total Income, Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN) Residential Status: Scope of Total Income on the basis of Residential Status Exempted Income under section 10 	
	ii. Income from Salary	15	 Meaning of Salary, Sec 15,16, 17 Types of Allowances Perquisites & its Taxability Deduction u/s 16 Practical Problems on Salary Deduction u/s 80C 	3
	iii. Capital Gain	10	 Meaning, Types of Capital Gain, Capital Assets, Types of Capital Assets Computation of STCG & LTCG Exemption u/s 54 Practical Problems on Capital Gain 	3
	iv. Income from Other Sources	2	Specific IncomeGeneral IncomeCasual Income	
	v. Computation of Total Income and Tax Liability	10	 Income of other persons included in assessee's total income; Aggregation of income 	3

			 and Set-off and Carry Forward of losses; Deductions from Gross Total Income; Rebates and Reliefs Computation of Total Income of individuals and firms; Tax liability of an individual and a firm; Five Leading cases decided by the Supreme Court. 	
C512/ Financial Management	i. Working Capital	10	 Management of Working Capital Working Capital- Concept, Need and Influencing Estimation of Working Capital, Sources of Working Capital. 	
	ii. Cost of Capital	15	 Cost of Debt Capital Cost of Preference Capital Cost of Equity Share Capital Cost of Retained Earnings 	3
	iii. Capital Structure	5	Optimum Capital Structure	1
	iv. Leverage	3	Financial LeverageOperating LeverageComposite Leverage	1

GARGAON COLLEGE TEACHING PLAN Course: B. Com. Session: Even semester 2022

Subject: COMMERCE

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Paper Code/Title	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorial s
C408/	Introduction	15	• Introduction: Meaning,	3

Cost Accounting			 Objectives and Advantages of Cost Accounting, Difference between Cost Accounting and Financial Accounting, Cost Concepts and Classifications, Elements of Cost, Installation of a Costing System, Role of a Cost Accountant in an Organization 	
	Methods of Costing	20	 Unit Costing, Job Costing, Contract Costing, Process Costing (Process Losses, Valuation of Work-in Progress, Joint and By products, Service Costing (only Transport) 	5
C614/ Goods & Services Tax	Introduction	10	 Concept and Features of Indirect Taxes, History of Indirect Taxes in India, Principal Indirect Taxes in India, Direct and Indirect Taxes 	2
	GST	15	 Goods and Services Tax (GST) Laws in India, Concept of GST, Need for GST in India, Framework of GST as introduced in India, Benefit of GST 	2

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Dr. Meghali Bora Head, Department of Commerce Gargaon College

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Gargaon College Principal Gargaon College Simaluguri, Sivasagar (Assam)

Session: Odd semester 2022

Subject: COMMERCE

Name of the Teacher: Mr. Anil Tanti

Methods to be applied: Lecture, analytical and activity method, interaction and discussion. Teaching Materials: Green Board, White Board, Chalk Pencil, Marker Pen, Duster, Book, Journal, Newspaper, Magazine, Periodicals, Laptop, Interactive Panel.

Paper Code/Title	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorials
Paper Code :C102 Business Law	Unit 1: (a)Basics of Contract	6	 Definition of Contract Nature of Contract Essential Elements of Contract Void and Voidable Contract 	1
	Unit 2: Types of Contract	6	 Consideration Contingent contract, Quasi Contract, Discharge of Contract. 	1
	Unit 3: Sales of goods Act	12	 Unit-3: Sale of Goods Act 1930 Definition of Contract of Sale, Essentials of a Contract of Sale, Condition and Warranties, Unpaid Seller and his Right. Consumer Protection Act 1986; Salient Feature of Consumer Protection Act Definition of Consumer, Grievance Redressal Machinery, Definition of Compliant, Procedure for Filing Complaints 	2
	Unit 4: Negotiable Instruments Act	12	 Negotiable Instrument Act 1881,Definition Characteristics, Promissory Note Bill of Exchange and Cheque Crossing of Cheque Type of Crossing. 	1

	Unit 5: Industrial Disputes Act		 Industrial Disputes Act,1948: Industry and Industrial dispute workmen, employer, wages, bonus, gratuity, Lockout, strike Public Utility Services Prohibition of strike and lockouts layoffs and closure. 	1
Paper code: DSE 501 G II INDUSTRIAL RELATIONS	UNIT I: Introduction	6	 Introduction to Industrial Relations:Definitions Concepts, Objectives and Theories of Industrial Relations.System. 	3
	UNIT II: Policies in Industrial Relations	12	 Government Policies and Industrial Relations: Role of the State in Industrial Relations. Constitution of India and Labour Policies Industrial Relation Policies of the Government of India in the post globalization Era 	1
	UNIT III:Strikes and Lockouts	12		3
	UNIT IV: Industrial Disputes	12	 Industrial Disputes: Meaning and causes of Industrial Disputes. Machinery for prevention and settlement of Industrial disputes. payments and incentive plans; fringe benefits; Performance linked compensation. Negotiation- Concepts and importance of negotiation, 	1

Paper code:SEC	Unit – I :	6	 Skill for and tactics of Negotiation, negotiation for Win-win Dispute Resolution. Types of Entrepreneuria 	3
501 ENTREPRENEURSH IP DEVELOPMENT II	Promotiona I Agencies		 Development Promotional Agencies Ideologies of these agencies Governmental vsNon governmental Agencies. 	
	Unit II : Institutional Support	12	 Micro, Small and Medium Enterprises Development Organization (MSMEDO Micro, Small and Medium Enterprises Development Institution (MSMEDI) District Industries and Commerce Centre (DICC) Khadi and Village Industries Commission/Board (KVIC/KVIB) 	1
	Unit – III : Role of other Supporting Institutions	6	 NEDFi* SIDBI/IDBI* IIE* Micro Finance Institutions* 	3
	Unit-IV: Entreprene urial Developme nt Programme s in India:	12	 Relevance and achievements* Role of Government* Role of NGOs.*. Role of Government* Role of NGOs.* 	1

Session: Even 2023

Subject: COMMERCE

Name of the Teacher: Mr. Anil Tanti

Methods to be applied: Lecture, analytical and activity method, interaction and discussion. **Teaching Materials:** Green Board, White Board, Chalk Pencil, Marker Pen, Duster, Book,

Journal, Newspaper, Magazine, Periodicals, Laptop, Interactive Panel.

Paper Code/Title	Allotted	No. of Class	Detail of the topics to be taught &	No. of
	Unit/ Topic	required	class required	tutorials

C 204	Unit 1:	18		1
CORPORATE LAW	Introduction	10	Unit I: Introduction	1
			• Administration of Company	
			Law [including National	
			Company Law Tribunal	
			(NCLT), National Company	
			Law Appellate Tribunal	
			(NCLAT), special Courts];	
			Characteristics of a company;	
			• Lifting of corporate veil; type	
			of companies including one	
			person company, small	
			company and dormant	
			company; association not for	
			profit; illegal association;	
			 Formation of company, on- 	
			line filing of documents,	
			promoters, their legal	
			position, pre-incorporation	
			contract; on-line registration	
			of a company.	
			or a company.	
	Unit 2:	12		1
	Documents	12	• Memorandum of association,	1
			Articles of association, Doctrine	
			of constructive notice and indoor	
			management, prospector-shelf and red herring prospectus,	
			misstatement in prospectus,	
			GDR;	
			 Book-building; issue, allotment 	
			and forfeiture of share,	
			transmission off shares,	
			buyback and provisions	
			regarding buyback; issue of	
			bonus shares.	
	Unit 3:	12	Classification of directors,	2
	Managemen		women directors, independent	
	t		director, small shareholder's	
			director; disqualifications,	
			director identity number (DIN);	
			appointment; Legal positions,	
			powers and duties; removal of	

	Unit4-: Accountsan	12	 directors; Key managerial personnel, managing director, manager; Meeting: Meetings of shareholders and board of directors; types of meetings, convening and conduct of meetings, requisites of a valid meeting, postal ballot, meting through video conferencing, e-voting.Committees of Board of Directors-Audit Committee, Nomination and Remuneration Committee, Stakeholders relationship committee, corporate social responsibility committee. Dividends, Accounts, Audit: Provisions relating to payment 	1
	dAudit		 of dividend, provisions relating to book of account, provisions relating to book of account, provisions relating to audit, auditors' appointment, rotation of auditors , auditors' report, secretarial audit. Winding up: concept and modes of winding up. Insider trading, whistle blowing: Insider trading; meaning & legal provisions; whistle- blowing: concept and mechanism. 	
	Unit 5:Depositori esLaw	6	 The Depositories Act 1996- definitions; rights and obligations of depositories, participants issuers and beneficial owners; enquiry and inspections, penalty. 	1
Course No:601 LABOUR AND INDUSTRIAL LAWS(LILW)	UNIT I: Introduction	12	 Emergence and objectives of Labour Laws, Basic of Labour Legislation in India. Usefulness of Labour Legislation in India, Principles of Labour Legislation 	3
	UNIT 2: Factories Act	12	 Objective and provisions of the Factories Act Working of Factories Act 	1

	UNIT 3:The Trade Union Act	6	• The Trade Union Act, 1926	3
	UNIT 4: The payment of Wages	12	 The payment of Wages Act, 1936; The Minimum Wages Act,1948 The Payment of Bonus Act, 1965. 	1
Paper code:604 BASICS OF ACADEMIC PROJECT PREPARATION (PROJECT WORK)	Unit- 1:Introducti on:	12	 Types of research projects, fact, concept and theories; planning the research Project-essential ingredients of planning; Developing research questions. Research Design-Components. 	3
	Unit 2: Data Collection	12	 Types of Data-Secondary Data- types of secondary data; sources of Secondary data, Primary Data- types of interviewRole of interview in data collection, interview skills and interviewer's effect. 	1
	Unit – 3: Tools of data collection:	12	 Questionnaires; types, dealing with non responses, designing the questionnaire 	3
	Unit-4: Data Processing, analysis interpretati on and writing the research project report	12	 Quantitative data analysis Writing of the research report format of research reports, referencing. 	1

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Dr. Meghali Bora Head, Department of Commerce Gargaon College

Mr. Anil Tanti

GARGAON COLLEGE

TEACHING PLAN

Course: B. Com.

Session: Odd semester 2022 (July-Dec)

Subject: COMMERCE

Name of the Teacher: Dr. Mintu Gogoi

Methods to be applied: Lecture, Practical and Interaction.

Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorials
Consumer 5 th Behaviou sem este DSE-501 r All			10	 Introduction to Consumer Behaviour (2) Consumer Behaviour as a Marketing Discipline (4) Consumer Involvement and Decision Making Process (4) 	2
		5	 Information search process (1) Evolution criteria & Decision Rules(2) Consumer Need & Motivate.(2) 	2	
	sem este	All	10	 Socio-Cultural Factors of Consumer Behaviour (3) Buyers Block Box-Cultural Factors- Culture-sub Culture-Socio Class- Socio Factors(3) Reference Groups-Family- Rules and Statuses.(4) 	2
	9	 Personal and Psychological Factors of Consumer Behaviour(4) Personal Factors-Age and Life Cycle stage(2) Economic Circumstances(2) Life Style- Personality & Self Concept-Psychological Factors(2) 	2		

		5	 Concept: Need for Study, Managerial Functions – An overview(3) Co-ordination: Essence of Managership(2) 		
Managem ent Principles And Applicati	3 rd sem este r	All	13	 Evolution of the Management Thought(2) Classical Approach – Taylor, Fayol, Neo-Classical and Human Relations Approaches – Mayo, Hawthorne Experiments, Behavioural Approach, Systems Approach, Contingency Approach – Lawerence & Lorsch, (6) MBO - Peter F. Drucker, Re- engineering - Hammer and Champy, (2) Michael Porter – Five-force analysis, Three generic strategies and valuechain, analysis, Senge's Learning Organisation,(3) 	3
c 307		11	 Types of Plan – An overview to highlight the differences (1) Strategic planning – Concept, process, Importance and limitations(2) Environmental Analysis and diagnosis (Internal and external environment) – Definition, Importance and Techniques (SWOT/TOWS/WOTS-UP, BCG Matrix, Competitor Analysis)(5) Business environment; Concept and Components (3) 	4	
			5	 Decision-making – concept, importance; Committee and Group Decision-making, Process, Perfect rationality and bounded rationality, Techniques (qualitative and quantitative, MIS, DSS) (5) 	2

		9	 Concept and process of organising An overview, Span of management, Different types of authority (line, staff and functional), Decentralisation, Delegation of authority (5) Formal and Informal Structure; Principles of Organizing; Network Organization Structure(4) 	3
		7	 Staffing: Concept of staffing, staffing process(2) Motivation: Concept, Importance, extrinsic and intrinsic motivation; Major Motivation theories - Maslow's Need-Hierarchy Theory; Hertzberg's Two-factor Theory, Vroom's Expectation Theory.(5) 	2
	8	 Leadership: Concept, Importance, Major theories of Leadership (Likert's scale theory, Blake and Mouten's Managerial Grid theory, House's Path Goal theory, Fred Fielder's situational Leadership)(5) Transactional leadership, Transformational Leadership, Transforming Leadership.(3) 	2	
		5	 Communication: Concept, purpose, process; Oral and written communication; Formal and informal communication networks(3) Barriers to communication, Overcoming barriers to communication(2) 	2
		6	 Control: Concept, Process, Limitations, Principles of Effective Control(2) Major Techniques of control - Ratio Analysis, ROI, Budgetary Control, EVA, PERT/CPM. Emerging issues in Management.(4) 	2

Principles of Marketin g/PMTG 504	5 th sem este r	All	10	 Nature and scope of marketing; Importance of marketing((2) Marketing concepts- traditional a nd modern; Marketing mix(6) marketing environment(2) Consumer behavior and market segmentation, meaning and significance of consumer behaviours(5) Market segmentation- meaning and importance; Bases for market segmentation(5) Product: Concept of product; Product planning and development(3) Packaging-role and functions; Brand name and trade mark; after sales service(3) Price: Importance of price in the marketing mix; factors affecting price of product/service(4) Promotion: Meaning, needs and 	2
			10	 Promotion: Meaning, needs and importance of promotion; Methods of promotion(5) Distributions Channels and Physical Distribution channels; Factors affecting choice of a distribution channel(5) 	
		1			

Course: B. Com.

Session: Even semester 2023 (Jan-June)

Subject: COMMERCE
Name of the Teacher: Dr. Mintu Gogoi
Methods to be applied: Lecture, Practical and Interaction.
Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted		Detail of the topics to be	No. of
		Unit/ Topic	required 10	 taught & class required Audit –The attest function, meaning, importance, objects and various Classes of audit.(3) Audit Process – Internal control; Internal audit and Internal check; Planning the audit;(3) Audit Programme; Evidence and Working papers; Audit sampling.(4) 	tutorials
			10	 Audit Procedures–Routine checking; (5) Vouching; Verification and valuation of Assets and liabilities.(5) 	
Auditing/AUDG 403	4 th seme ster	All	10	 Audit of limited Companies Qualification and appointment of company auditor; their powers, duties and liabilities; (3) Audit of share capital and debentures; Share transfers and managerial remuneration;(4) Depreciation and reserves; Divisible profits and dividends; (2) Audit of Public undertakings(1) 	
			10	 Auditor's Communication – Standard and qualified reports; Statutory report.(2) Recent Trends in Auditing – Cost Audit; Tax audit;(4) Management audit; Efficiency audit and propriety audit, AAS.(4) 	

Service Marketing/SM (Marketing) DSE 601	6 th seme ster	All	15 14 15 8	 Nature & Types of services; Difference between Services and goods marketing(5) Service Marketing Triangle. Service Marketing- Origin & Growth-Classification of Services. (7) Macro & Micro Environments for Service Marketing.(3) Understanding Service Customers, Customer Behaviour, ((4) Customer Expectation & Perception, Service(4) Marketing Segmentation, Targeting & Positioning.(6) Expanded marketing mix, Planning of Service Offer, Pricing, Promotion and Distribution of Services.(6) Management of people, Process and Physical Evidence (4) Quality Issues & Quality Models-advertising, Branding and Packaging of Services(5) Service Marketing Applications-Marketing of Financial, Hospital, hospitality, (5) Tourism & Educational services(3)
Advertising Management DSE-602	6 th seme ster	All	9	 Advertisement:-Different types of advertisement,(2) benefits of Advertisement to different groups(3) legal and ethical aspects of advertisement.(4)

15	 Advertising Planning and Decision Making and development of advertising Programme: (5) Market Segment and selection of Advertising Media, (5) Types of media and its relative advantages and disadvantages(5)
7	 Creative aspects; Advertisement appeals, copywriting, headlines, illustration, message, copy types, Selection of font, text and language(7)
11	Advertising agency roles and services of selection and types of agency(8) Advertising agency, relationship with clients(3)

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Dr. Meghali Bora Head, Department of Commerce Gargaon College

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Dr Mintu Gogoi

Session: Odd semester 2022

Subject: COMMERCE Name of the Teacher: NOMAMI DUTTA

Methods to be applied: Lecture, analytical and activity method, interaction and discussion. Teaching Materials: Green Board, White Board, Chalk Pencil, Marker Pen, Duster, Book, Journal, Newspaper, Magazine, Periodicals, Laptop, Interactive Panel.

Paper Code/Title	Allotted	No. of Class	Detail of the topics to be taught &	No. of
	Unit/ Topic	required	class required	tutorials
FINANCIAL	Unit 1:	10	Accounting as an	1
ACCOUNTING	(a)Theoretic		information system, the	
C101	al Framework		 Information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting, information. Functions, advantages and limitations of accounting. Branches of accounting. Branches of accounting; cash basis and accrual basis. The nature of financial accounting principles – Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures. Financial accounting standards in India. Salient features of First-Time Adoption of Indian 	

		Accounting Standard (Ind- AS) 101. International Financial Reporting Standards (IFRS): - Need and procedures.
(a)Business Income	20	 Measurement of business income-Net income: the accounting period, the continuity doctrine and matching concept. Objectives of measurement. Revenue recognition: Recognition of expenses. The nature of depreciation. The accounting concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straightlinemethod and diminishing balance method; Disposal of depreciable assets-change of method. (b)Final Accounts Capital and revenue expenditures and receipts: general introduction only. Preparation of financial statements of non-corporate business entities.
Unit IV: Accounting for Inland Branches	15	 Concept of dependent branches; accounting aspects; debtors system, stock and debtors system, branch final accounts system and whole sale basis system. Independent branches: concept- accounting treatment: important adjustment entries and preparation of consolidated profit and loss account and

			balance sheet.	
HUMAN RESOURCE MANAGEMENT C305	UNIT I: Introduction	15	 Human Resource Management: Concept and Functions, Role, Status and competencies of HR Manager, HR Policies, Evolution of HRM, HRM vs HRD. Emerging Challenges of Human Resource Management; Workforce diversity; Empowerment; Downsizing; VRS; Human Resource Information System. 	3
	UNIT II: Acquisition of Human Resource	15	 Human Resource Planning- Quantitative and Qualitative dimensions; job analysis – job description and job specification; Recruitment – Concept and sources; Selection – Concept and process; test and interview; placement and induction. 	1
	UNIT III:Training and Developme nt	15	 Concept and Importance; Identifying Training and Development Needs; Designing Training Programmes; Role-Specific and Competency-Based Training; Evaluating Training Effectiveness; Training Process Outsourcing; Management Development; Career Development. 	3
	UNIT IV: Performanc e Appraisal	15	 Nature, objectives and importance; Modern techniques of performance appraisal; 	1

			 potential appraisal and employee counselling; job changes - transfers and promotions; Compensation: concept and policies; job evaluation; methods of wage payments and incentive plans; fringe benefits; performance linked compensation. 	
	UNIT V: Maintenanc e	15	 Employee health and safety; employee welfare; social security; Employer-Employee relations- an overview; grievance-handling and redressal; Industrial Disputes: causes and settlement machinery. 	1
BUSINESS STATISTICS GE303	Unit 1:Statistica 1 Data and Descriptive Statistics	20	 Nature and Classification of data: univariate, bivariate and multivariate data; time-series and cross-sectional data Measures of Central Tendency Mathematical averages including arithmetic mean, geometric mean and harmonic mean. Properties and applications. Positional Averages Mode and Median (and other partition values including quartiles, deciles, and percentiles) (including graphic determination) Measures of Variation: absolute and relative. Range, quartile deviation, mean deviation, standard deviation, and their coefficients, Properties of standard deviation/variance Skewness: Meaning, Measurement using Karl Pearson and Bowley's measures; Concept of Kurtosis. 	6

Unit 5: Time Series Analysis15Components of time series; Additive and multiplicative models;Analysis•Trend analysis: Fitting of trend line using principle of least squares – linear, second degree parabola and exponential. Conversion of annual linear	3
 trend equation to quarterly/monthly basis and vice-versa; Moving averages; Seasonal variations: Calculation of Seasonal Indices using Simple averages, Ratio-to-trend, and Ratio-to-moving averages methods. Uses of Seasonal Indices. Financial Institutions: Types; Banking and Non-Banking Financial Institutions. [2] 	
INCOME TAX Computati 15 Income from house property.	3
LAW ANDon of• Exempted Incomes under House	
PRACTICE Income Property under • Computation of Net Present Value	
C306 of Let-Out House Property and self-	
beads-1 occupied house Property	
Standard Deduction u/s 24 Computation of Pre-construction	
• Computation of Pre-construction interest	
Computati 15 • Profits and gains of business or	3
on ofprofessionIncome• Admissible	
Income • Admissible and inadmissible expenditure	
different • Business Income	
• Computation of Professional	
Income Computation of Business Income	
Depreciation Methods	
FINANCIAL Investment 15 • Investment Decision-Investment	1
MANAGEMENTDecisionsC512	
C512	

Session: Even semester 2023

Subject: COMMERCE **Name of the Teacher:** NOMAMI DUTTA

Methods to be applied: Lecture, analytical and activity method, interaction and discussion. Teaching Materials: Green Board, White Board, Chalk Pencil, Marker Pen, Duster, Book, Journal, Newspaper, Magazine, Periodicals, Laptop, Interactive Panel.

Paper Code/Title	Allotted	No. of Class	Detail of the topics to be taught &	No. of
	Unit/ Topic	required	class required	tutorials
GST Law and Practice C 614	Unit - III	15	 Constitutional aspects of GST; Authorities under GST Laws. Levy and collection of CGST and IGST; a) Application of CGST/IGST law, b) Concept of supply including composite and mixed supplies, c) Charge of tax, d) Exemption from tax, 	1
	Unit - IV	20	 e) Composition Basic concepts of time and value of supply, Input tax credit; Computation of GST liability. Registration; Tax invoice; Credit and Debit Notes; Electronic way bill ; Returns; Payment of tax including reverse charge. 	1
SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT Course No.: DSE	UNIT-I:	15	 Investments: Meaning, process, and alternatives; Measurement of risk and return; Systematic and unsystematic risk; Sources and measurement; Fundamentals and technical analysis. 	1

601 (GROUP-I)	UNIT-II:	15	Portfolio Analysis & 1
			 Fortiono Frinarysis & Comparison of the efficiency frontier. Fortiono Frinarysis & Comparison of the efficiency frontier.
	UNIT-III:	15	 Capital asset Pricing: Capital Asset pricing model – assumptions, capital market line, security market line, market model; Arbitrage pricing theory and factor models – factor models and return generating process, one and two factor model.
	UNIT-IV:	15	 Portfolio Performance, 1 Measurement, & Evaluation: Measurement of portfolio performance –Risk and return; Risk adjustment and performance measures – Sharpe, Treynor, and Jensin models; Components of portfolio investment performance –Stock selection and market timing.
CORPORATE	Unit1:Acco	20	• Issue, forfeiture and reissue of 1
ACCOUNTING	unting for		forfeited shares
C 203	Share Capital & Debentures		 concept & process of book building; Issue of rights and bonus shares; Buy back of shares; Redemption of preference shares;
	UnitII:Fina l Accounts	20	Preparation of profit and loss 1 account and balance sheet of corporate entities, excluding calculation of managerial remuneration, Disposal of company profits.
	Unit IV.	15	Concepts and accounting treatment 1 as per Accounting Standard: 14

Amalgamati on of Companies	 (ICAI) (excluding inter-company holdings). Internal reconstruction: concepts and accounting treatment excluding scheme of reconstruction.
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Dr. Meghali Bora Head, Department of Commerce Gargaon College

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Ms. Nomami Dutta

Course: B. Com. Session: Odd semester 2022 (July-Dec)

Subject: COMMERCEName of the Teacher: GAUTOM HAZARIKAMethods to be applied: Lecture, Practical and Interaction.Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorials
Management Accounting – DSE 501	B.Com 5 th Semester	Unit I	4	 Meaning, Nature, Scope of Management Accounting [2] Functions of Management Accounting [1] Tools and Techniques of Management Accounting (1) 	0
		Unit II	14	 Meaning and Concept of Cash flow statement [1] Preparation of Cash Flow Statement [6] Meaning and Concept of Fund flow statement [1] Usage, Importance, Significance and Limitation of Fund Flow Statement [1] Preparation of Statement of Changes in Working Capital [2] Preparation of Statement of sources and application of funds [2] Preparation of Adjusted Profit and Loss Account. [1] 	3
		Unit III	14	 Meaning, Advantage and Disadvantage of Absorption Costing [1] Practical on Absorption Costing[2] Meaning, Characteristics, Advantage, Disadvantage and Assumptions of Marginal Costing.[2] Practical on Marginal Costing[2] Distinction between Absorption Costing and Marginal Costing. [1] Marginal and Differential Costing as a tool for decision making; pricing decisions, Make or by decision, shutdown decision, Change of product mix [3] 	4

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				Practical on Cost-Volume-Profit
				Analysis and Break-Even Analysis.
				[3]
		Unit IV	12	Meaning of Budget and Budgetary Control [1]
				 Objectives, types of Budget[1]
				 Objectives, types of Budget[1] Practical on Fixed and Flexible
				Budgeting; and functional
				budgeting[5]
				 Meaning, Advantage and
				disadvantage of Zero Base
				Accounting[2]
				Meaning and concept of
				responsibility Accounting.[2]
				Meaning and concept of
				Performance budgeting[1]
Advanced	B.Com 5 th	Unit I	15	• Definition and meaning of banking 3
Financial	Semester			terms [1]
Accounting				• Books to be maintained[1]
(DSE 502)				classification of Advances[1]
				• Preparation of profit & loss A/C &
				Preparation Schedule From 13 to
				16 (Practical)[5]
				Preparation of balance Sheet &
				Preparation Schedule From 1 to 12
		Unit IV	10	 (Practical)[5] Meaning of Investment Accounting 3
		Unit I v	10	• Meaning of Investment Accounting 3 [1] 3
				• Meaning of cum-dividend and ex-
				dividend transactions [1]
				• Distinction between cum-interest
				and ex-interest [1]
				• Meaning of Brokerage[1]
				• Accounting for Investment
				(Practical) [6]
Entrepreneur	B.A./B.Sc.	Unit I	4	• Definition of Entrepreneur[1]
ship (SEC)	3 rd			• Who is an Entrepreneur[1]
	Semester			• Functions of an Entrepreneur[1]
		TT		• Types of Entrepreneur[1]
		Unit II	4	• Entrepreneur and
				Entrepreneurship[1]
				• Entrepreneur vs. Manager[1]
				 Traits of an Entrepreneur[1] Entrepreneur and Enterprise[1]
		Unit III	4	Entrepreneur and Enterprise[1]Theories of Entrepreneurial origin;
			-	Innovation theory of Schumpeter;
				Need for Achievement Theory[1]
				• X Efficiency Theory & Risk
				Bearing Theory[1]
				• Other theories of Entrepreneurial
				origin[1]
				• Theories of Invisible Cost &
				_

				1	
				Theories of Transition Cost[1]	
		Unit IV	4	 Meaning of EDP & Relevance of EDP[1] Achievement of EDP[1] 	
				• Role of Government in	
				Entrepreneurship Development[1]	
				• Role of NGOs in Entrepreneurship Development[1]	
Financial Accounting- (C101)	B.Com 1 st Semester	Unit III Unit V	15	 Meaning, Features and Important terms used in Hire Purchase System [2] Calculation of interest, Depreciation and Cash price in Hire Purchase System; [3] Practical under Hire Purchase System including default in payment, partial and full repossession.[5] Preparation of Hire purchase trading A/C.[1] Practical on Hire purchase system in stock and debtors system.[1] Meaning and Features of Instalment Purchase System.[1] Distinction between Hire purchase System[1] Practical under Instalment Purchase System[1] Meaning of Dissolution of partnership firm[1] Meaning of Dissolution of the Partnership Firm Including Insolvency of partners[6] 	3
				• Practical on partnership sale to a limited company and piecemeal distribution[5]	

Course: B. Com. Session: Even semester 2023 (Jan-June)

Subject: COMMERCEName of the Teacher: GAUTOM HAZARIKAMethods to be applied: Lecture, Practical and Interaction.Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted	No. of Class	1		
		Unit/ Topic	required	taught & class required	tutorials	
Financial Statement Analysis (DSE 602)	B.Com 6 th Semester	Unit I	13	 Meaning of Financial Statement Analysis & Significance of Financial Statement Analysis [1] Types of Financial Statement & Limitation of Financial Statement[1] Accounting Choices/Practices[1] Comparative Balance Sheet[2] Comparative Income Statement[2] Common Size Balance Sheet[2] Common Size Income Statement[2] Value Added Statements[2] 	2	
		Unit II Unit III	11	 Meaning of Ratio Analysis & Classification of Ratios;[1] Advantage of Ratio Analysis & Limitation of Ratio Analysis & Limitation of Ratio Analysis [1] Practical on Liquidity Ratio[1] Practical on Solvency Ratio[2] Practical on Turnover Ratio[2] Practical on Profitability Ratio[2] Preparation of Balance sheet from Ratio[2] Concept of financial 	3	
				 Concept of financial reporting[2] Corporate social 		

				1 11 11	
				responsibility reporting[3]	
				Corporate Governance reporting[2]	
		TT	10	reporting[2]	
		Unit IV	10	• Financial reporting by	
				Banks[2]	
				• Financial reporting by	
				NBFCs[2]	
				• Financial reporting by	
				Insurance Companies[2]	
				• RBI guidelines relating to	
				Financial Reporting by	
				Banks[2]	
				• RBI guidelines relating to	
				Financial Reporting by	
				NBFCs[2]	
Entrepreneurship	B.A. &	Unit I	15	Promotional Agencies[1]	5
Development II (SEC)	B.Sc. 4 th			Types of Promotional	
_	Semester			Agencies[1]	
				Ideologies of Promotional	
				Agencies[1]	
				Governmental vs Non	
				Governmental Agencies[1]	
		Unit II	6	MSMEDO[1]	5
			-	MSMEDI[1]	-
				 DICC[1] 	
				• DI & CC[1]	
				• KVIC[1]	
		Unit III	10	KVIB [1]	
		Unit III	10	NEDFI[1]	
				• SIDBI[1]	
				• IIE[1]	
				• Other Micro Finance	
				Institutions[2]	
				• Other Financial Institutions	
				promoting	
				Entrepreneurship[2]	
				Atmanirbhar Bharat	
				Scheme[2]	
				Preparation of Project	
				feasibility report[1]	
Indian Economy	B.Com	Unit I	8	• Meaning and Concepts of	
(G404)	4 th			Economic Development[1]	
	Semester			• Economic Growth and	
				Economic Development[1]	
				Measures of Development	
				and Underdevelopment[3]	
				Meaning of	
				Underdevelopment[1]	
				• Basic Characteristics of an	
				Underdeveloped	
				economy[1]	
				Human Development[1]	
		Unit II	16	• Features of Indian	
			1		

Unit III	25	 Economy at the time of Independence[1] Impact of British colonial rule on the Indian Economy as visible at the time of Independence[1] National Income Estimates in India[1] Trends in National Income of India[2] Rates of growth of national Income in India[1] Main features of National Income in India [1] Composition of National Income in India or Sectoral Contribution[1] Workforce and occupational structure of population in India[1] Agriculture during the British period[1] Features of Indian Agriculture at the time of Independence and thereafter[2] Industry during the British Period[2] Industrial Structure in India at the time of Independence and thereafter.[2] Meaning of Planning[1] Historical Background of planning in India and its evaluation[1] The Planning Commission and National Development Council[1] Review of five years Plans 	3
		 Planning in India[1] Review of five years Plans (From 1 to 12)[3] Failures of Planning in India[1] Suggestions for attaining success in Economic[1] 	
		 Planning in India[1] Niti Aayog[1] Import Substitution in India[1] Import substituting Industrialization in India[1] Economic Reforms-An 	

<u>г</u>		International
		International Perspective[1] Economic reforms in India[1] Features of new Economic Policy: Liberalisation, Privatisation and Globalisation[1] Arguments in Favour of New Economic Policy[1] Arguments Against new Economic Policy[1] Appraisal of Economic reforms in India[1] Second Generation of Economic Reforms in India and steps taken for its implementation[1] Major Economic Reform measures undertaken by the UPA Government and NDA Government[1] Slow process of Economic Reforms in India in Recent years and factors Responsible[1] Monetary Policy of Reserve Bank of India[1] Definition of Fiscal Policy of India & Objectives of
		 Fiscal Policy[1] Fiscal Policy and Economic development; Techniques of Fiscal policy & Evaluation of Fiscal Policy[1]
Unit IV	12	 Policy[1] Experience of Growth and development, structural changes in different phases of growth and policy regimes across sector and regions[1] The institutional framework and its role towards development[1] Pattern of Asset or Land Ownership in Agriculture or Land Tenure System in India[1] Policies to restructure Agrarian Relations and for Regulating Concentration of economic power through Land reforms in India[1]

Unit V	15	 Ownership and Control of Large scale Industries and process for regulating concentration of economic power[1] Changes in policy perspectives on the role of Institutions framework after 1991[1] Problems of slow growth of national Income in India and its causes & Suggestions to raise the level and growth rate of national Income in India[1] Pattern of Income distribution and inequalities in India & Causes of Income Distribution Inequalities in India[1] Government policy and measures to eliminate inequalities in Income Distribution in India & Unemployment problem and employment policy in India[1] Problem of Poverty in India & Human Development and Human Capital Formation in India[1] Environmental Degradation and Concerns and Environmental policy in India[1] Size and Growth rate of population in India; Demographic features of India's population; Population Explosion and causes and remedies of high rate of growth of population in India[1] Population growth as a
		 Fopulation growth as a source of economic development in India & Population growth as a retarding factor of economic development in India[1] Role of Agriculture in Indian economy &

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			_	Agrarian grov	vth and	
				performances		
				phases of poli		
				i.e., pre green		
				and two phase		
				revolution[2]		
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				Causes of low	-	
				productivity &		
				measures to ra	aise	
				agricultural pr	roductivity in	
				India & Role	of technology	
				in the develop		
				Agriculture[1]		
				Mechanisation		
				Agriculture in		
				Role of Institu		
				development of		
				Agriculture in		
				Agricultural p	price policy in	
				India[1]		
				Social security	y schemes for	
				farmers & Ind	•	
				Development		
				independence		
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				Importance an		
				industries in e		
				development		
				Phases of Indu		
				and its growth	n in India[1]	
				New Industria		
				India & Atma	•	
				Bharat Abhiya		
				Public Sector		
				in India-its ro	-	
				performance a		
				The small sca	ie sector in	
				India[1]		
				Role of foreig	-	
				Financial Sect	tor in India[1]	
				Foreign trade		
				of Payment[1]		
				Structural cha		
				performance of	-	
				-		
				Foreign trade		
				of Payment[1]		
				Trade policy of		
				Export Policie		
				Performance a		
				Economic Sta	bilisation and	
				structural adju		
				India and the		
				of FDI & Cap		
				Convertibility		
Coronarata	R Com	Unit I	5			2
Coroporate	B.Com		5	Practical on Is	ssue and	۷.
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Accounting (C 203)	2 nd			Redemption of	
	Semester			Debentures.[5]	
		Unit II	6	 Definition and meaning of banking terms [1] Books to be maintained[1] classification of Advances[1] Preparation of profit & loss A/C & Preparation Schedule From 13 to 16 (Practical)[2] Preparation of balance Sheet & Preparation Schedule From 1 to 12 (Practical)[2] 	2
		Unit III	13	 Valuation of Goodwill (Practical) (in Average Profit Method, Super Profit Method and Capitalization Method)[3] Valuation of Shares (practical) (Net Asset Method and Earning Capacity Method)[3] Meaning and Concept of Cash flow statement [1] Preparation of Cash Flow Statement [6] 	4
		Unit V	13	 Preparation of consolidated balance sheet with one subsidiary company[9] Relevant provisions of Accounting Standard[4] 	4

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Dr. Meghali Bora Head, Department of Commerce Gargaon College

Garton Hazerika

Mr. Gautom Hazarika

GARGAON COLLEGE

TEACHING PLAN

Course: B. Com.

Session: Odd semester 2022 (July-Dec)

Subject: COMMERCE

Name of the Teacher: Dr. Mrinal Ghosh

Methods to be applied: Lecture, Practical and Interaction.

Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted Unit/ Topic	No. of Class required	Detail of the topics to be taught & class required	No. of tutorials
ADFA DSE-502			10	 Accounts of Banking Companies :Definition and meaning of banking terms, books to be maintained; (5) classification of Advances, preparation of profit & loss A/C and Balance sheet.(5) 	2
	5 th sem este r	sem All	15	 Accounts of Life Insurance Companies :Definition and elements of Insurance contract, meaning of various insurance terms,(5) Books of accounts maintained under life Insurance Business, Ascertainment of profit in life Insurance Business, (5) Preparation of Revenue Account, Balance sheet and valuation Balance sheet of life Insurance companies.(5) 	2
			10	 Accounts of General Insurance Companies: Preparation of Revenue Account (5) Balance Sheet of General Insurance companies.(5) 	2

			9	 Investment Account: Meaning, meaning of cum-dividend and ex- dividend transactions, cum- interest and ex-interest transactions, brokerage, (6) Accounting for investment. (3) 	2
E- Commerc e SE-302	3 rd sem este r	All	12	 Meaning, nature, concepts, advantages, disadvantages and reasons for transacting online, types of E-Commerce, e-commerce business models (introduction, key elements of a business model and categorizing major E-commerce business models), forces behind e-commerce. (6) Technology used in E-commerce: The dynamics of world wide web and internet (meaning, evolution and features); Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing vs. in-house development of a website)(6) 	
			13	 Need and concepts, the e- commerce security environment: (dimension, definition and scope of e- security), security threats in the E-commerce environment (security intrusions and breaches, attacking methods like hacking, sniffing, cyber- vandalism etc.), (7) technology solutions (Encryption, security channels of communication, protecting networks and protecting servers and clients).(6) 	3

			11	 IT Act 2000: Definitions, Digital signature, Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities, (6) Digital signatures certificates, Duties of subscribers, Penalties and adjudication, Appellate Tribunal, Offences and Cyber-crimes.(5) 	4
			5	 Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures(procedure, working and legal position), payment gateways,(3) online banking (meaning, concepts, importance, electronic fund transfer, automated clearing house, automated ledger posting), risksinvolved in e-payments(2) 	2
MICRO ECONOMI CS G 101	1 st sem este r	All	10	 Concepts of revenue: marginal and Average: Revenue under conditions of Perfect and imperfect competition Elasticity of demand: price, income and cross. Consumer Behaviour: Indifference curve analysis of consumer behavior; Consumer's equilibrium (necessary and sufficient conditions). Price elasticity and price consumption curve, (5) income consumption curve and Engel curve, price change and income and substitution effects. Indifference curves as an analytical tool (cash subsidy v/s. kind subsidy). Revealed Preference Theory.(5) 	2

10	 Production isoquants, marginal rate of technical substitution, economic region of production, optimal combination of resources, the expansion path, isoclines, returns to scale using isoquants. Cost of Production: Social and private costs of production, long run and short run costs of production. (7) Economies and diseconomies of scale and the shape to the long run average cost. Learning curve and economies of scope.(3) 	3
10	 Perfect competition: Assumptions. Equilibrium of the firm and the industry in the short and the long runs, including industry's long run supply curve. (5) Measuring producer surplus under perfect competition. Stability Analysis Walrasian and Marshallian. Demand supply analysis including impact of taxes and subsidy.(5) 	3
10	 Monopoly: Monopoly short run and long run equilibrium. Shifts is demand curve and the absence of the supply curve. Measurement of monopoly power and the rule of thumb for pricing. Horizontal and vertical integration of firms. (7) The social costs of monopoly power including deadweight loss. Degrees of price discrimination.(3) 	2

			10	 Monopolistic Competition and Oligopoly: Monopolistic competition price and output decisionequilibrium. Monopolistic Competition and economic efficiency Oligopoly and Interdependence – Cournot's duopoly model, Stackelberg model, Kinked demand model. (5) Prisoner's dilemma, collusive oligopoly – price-leadership model – dominant firm, cartels, sales maximization, Contestable markets theory. Pricing Public Utilities.(5) 	2
RETAIL MANAGE	5 th semest	All	10	Retailing - nature and scope and functions. Reasons for growth of	2
MENT/RM(Marketing)	er			retailing, emerging trends in retailing (10)	
			10	Types and organization structure of retail stores: Store and Non- Store based.(10)	2
			10	Logistic issues and distribution Stores location, Inventory control, warehousing and transportation planning(10)	2
			10	Retailing in India- organized and unorganized retailing, challenges in retailing and global retailing trends.(10)	2

Course: B. Com. Session: Even semester 2023 (Jan-June)

Subject: COMMERCE
Name of the Teacher: Dr. Mrinal Ghosh
Methods to be applied: Lecture, Practical and Interaction.
Teaching Materials: White Board, Marker, Duster, Smart Board, Book, Journal and Laptop.

Paper Code/Title	Class	Allotted	No. of Class	Detail of the topics to be	No. of
		Unit/ Topic	required	taught & class required	tutorials

ADSP DSE-602	6 th seme ster	All	10	• Advertisement:-Different types of advertisement, benefits of Advertisement to different groups-legal and ethical aspects of advertisement(10)	2
			10	 Advertising Planning and Decision Making and development of advertising Programme(5) Market Segment and selection of Advertising Media, Types of media and its relative advantages and disadvantages(5) 	2
			10	 Creative aspects; Advertisement appeals, copywriting, headlines, illustration, message, copy types, Selection of font, text and language(10) 	2
			8	 Advertising agency roles and services of selection and types of agency: Advertising agency, relationship with clients.(8) 	2
Cost Accounting/CO	4 th		15	Labour costs and control; Labour turnover; Idle time and overtime; Remuneration and Incentives — methods of wage payment;(7) Taylor's Differential Price Rate, Halsey and Rowan premium plan.(8)	2
Accounting/CO AC 401	seme ster	3 units	14	 Definition, Importance, Classification of overhead costs. (2) Methods of Absorption of manufacturing overhead; meaning of under and over absorption of overheads(12) 	2

			12	 Process Costing: Meaning and definition; Job costing and process costing difference; Process Losses and gains-normal and abnormal. (8) Reconciliation of Cost Accounts and Financial Accounts(4) 	2
			9	Basic Issues and features of Indian Economy Concept and Measures of Development and Underdevelopment; Human Development; Composition of national income and occupational structure(9)	2
indian economy GEC-602	6 th seme ster	ne All	15	Policy Regimes a. The evolution of planning and import substituting industrialization. (7) b. Economic Reforms since 1991. c. Monetary and Fiscal policies with their implications on economy. (8)	2
			7	 a. The experience of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions. (3) b. Growth and Distribution; Unemployment and Poverty; Human Development; Environmental concerns. (2) 	2
				c. Demographic Constraints: Interaction between population change and economic development. (2)	
			11	Sectoral Trends and Issues a. <i>Agriculture Sector:</i> Factors influencing productivity and growth; the role of technology and institutions; price policy, the public distribution system and food security. (5) b. <i>Industrial Sector:</i> Phases of Industrialisation – the rate and pattern of industrial growth in India. (6)	2
Trade Unionism DSE 602	6 th semest er	all	10	Introduction to Trade Unionism: Concept, functions, Objectives and Structure of Trade Unionism. Recognition of Trade Unionism, Problems of Indian Trade Unions.(10)	2

12	 White Collar Trade Unions-Meaning and features. Growth of white collar unions in India, differences between white collar workers and blue collar workers, (6) Managerial Associations-nature, growth and activities of Managerial Association.(6) 	2
10	 Employers' Association- Introduction, Aims and Objectives. Growth of Employers' Associations.(8) Organization and Management of Employers' Association in India.(2) 	2
10	 International Labour organization- Background, Structure, Major activities of ILO,(5) The Philadelphia Declaration. Impact of ILO in Labour Legislation in India.(5) 	2

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Dr. Meghali Bora Head, Department of Commerce Gargaon College

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Dr Mrinal Ghosh