

## **SIES (Nerul) College of Arts, Science and Commerce (Autonomous) Syllabus for Approval**

### **Masters of Commerce (M.Com- Advanced Accountancy)**

| Sr. No. | Heading                          | Particulars  |
|---------|----------------------------------|--|
| 1       | Title of the Programme           | Masters of Commerce (M.Com- Advanced Accountancy)  |
| 2       | Eligibility for admission        | Any Bachelor Degree                                |
| 3       | Minimum Percentage for admission | 45%  |
| 4       | Passing Marks                    | 40%  |
| 5       | Semesters                        | I  |
| 6       | Level                            | PG   |
| 7       | Pattern                          | 2 years & 4 semesters Choice Based Grading System  |
| 8       | Status                           | New  |
| 9       | To be implemented from           | From Academic year 2023-24 in a progressive manner |

**Date: 25<sup>th</sup> July, 2023.**

**Signature:**

**Dr. Koel Roychoudhury**  
AC Chairperson

**Ms. Sugandha Jha**  
Head of the Department

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## **SIES (Nerul) College of Arts, Science and Commerce (Autonomous)**

(Affiliated to University of Mumbai)

**RE-ACCREDITED GRADE “A” BY NAAC (3<sup>rd</sup> CYCLE)**

### **BOARD OF STUDIES SYLLABUS FOR M.COM (ADVANCED ACCOUNTING)**

**(WITH EFFECT FROM THE ACADEMIC YEAR 2023-2024)**

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#### **Programme Objective:**

1. To make students more proficient in areas like Costing, Taxation, G.S.T., and Accountancy, Management and Research.
2. To learn the practical aspects of above subjects through project work, viva practical written exams.
3. To prepare students for further Professional endeavors at national and international level.
4. To prepare students interested in pursuing academic careers with primary ideas of research to be carried out in their respective fields.

#### **Programme Outcome:**

On Completion of the programme:

1. The learner will imbibe knowledge in different functional areas of Accountancy, Strategic principles, economic theory, and quantitative techniques of decision-making.
2. Leadership skills of the students will be developed by adopting practical approaches such as case study, business games, assignment writing and application of digital technology.
3. Learner will be equipped with requisite knowledge, skills, and the right attitude necessary to provide effective leadership in a global environment.
4. Develop attributes for research in academics and applied research for industry.

## SIES Nerul College of Arts, Science and Commerce (Autonomous)

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### M.Com (Master of Commerce) Programme

(To be implemented from Academic Year- 2023-24)

| No. of Courses      | Course Code      | Semester I                    | Credits   |
|---------------------|------------------|-------------------------------|-----------|
| <b>1</b>            | <b>Major</b>     |                               |           |
| 1                   | M23AA1MJ01       | Advanced Financial Management | 4         |
| 2                   | M23AA1MJ02       | Strategic Management          | 4         |
| 3                   | M23AA1MJ03       | Advanced Microeconomics       | 4         |
| 4                   | M23AA1MJ04       | Business Ethics & CSR         | 2         |
| <b>2</b>            | <b>Electives</b> |                               |           |
| 5                   | M23AA1E01        | Advanced Auditing             | 4         |
| <b>3</b>            | <b>DSE</b>       |                               |           |
| 6                   | M23AA1RM01       | Research Methodology          | 4         |
|                     |                  |                               |           |
| <b>Total Credit</b> |                  |                               | <b>22</b> |

**COURSE NAME: ADVANCED FINANCIAL MANAGEMENT****COURSE CODE : M23AA1MJ01****COURSE CREDIT: 04****1 credit - 15 lectures****1 lecture is 60 minutes****Course Objectives:**

The course aims to enable students to acquire knowledge of principles and practice of financial management in the decision making process.

**Course Outcomes:**

- Analyze types of Financing and various instruments.
- Analyze the conceptual framework of financial management and get an insight into the concept of time value of money, and risk and return.
- Estimate cash flows for projects, and evaluate their profitability using capital budgeting techniques.
- Analyze Capital structure theory and dividend decisions
- To comprehend Financial Planning, Financial Policy & Corporate Strategy efficiently.

| Unit No. | Modules/ Units   | No. of Lectures |
|----------|--|-----------------|
| 1        | <b>Types of Financing</b>  |                 |
|          | Introduction Needs of Finance and Sources: Long Term, Medium Term, Short Term Long Term Sources of Finance Owners Capital / Equity Capital Preference share capital Retained Earning Debentures or Bonds Loans from Financial Institutions / Banks Short Term Sources of Finance Trade Credit Accrued Expenses and Deferred Income Advances From Customers Commercial Papers Bank Advances: Loans, O/D, Clean O/Ds, Cash Credit, Advances against goods, Bills Purchased, Discounted, Advances against documents of title of goods, Advances against supply of bills, Term Loans Inter Corporate Deposits Certificate of Deposits Public Deposits  | 15              |
| 2        | <b>Capital Budgeting</b>   | 15              |
|          | Introduction • Nature of Capital Budgeting • Purpose of Capital Budgeting • Capital Budgeting Process • Types of Capital Investment • Decisions Project Cash Flows and Net profit Approval • Basic Principle of Measuring Project Cash Flows • Increment principle, Long Term Funds Principle, Exclusion of Financial Cost Principle, Post Tax Principle • Probability technique for measurement of cash flow • Capital Budgeting Techniques : Net Return Value; Internal Rate of Return; Profitability Index Methods • A Comparison; Project Selection Under Capital Rationing • (Note: Problems on computation of cash flow, ranking of projects on various techniques, selection and analysis with / without capital rationing. Comparison of IRR with Required rate of return i.e. cut off rate, IRR and mutually exclusive projects with unequal lives, multiple IRR) |                 |
| 3        | <b>Capital Structure Theory and Dividend Decision</b>  | 15              |

|                       |  |           |
|-----------------------|--|-----------|
|                       | Capital Structure Theories – Background, Assumptions, Definitions and Taxation and Capital Structure Types – Net Operating Income, Net Operating Income Approach, Traditional Position, Modigliani and Miller Approach, Trade off Theory and Signalling Theory. Dividend Decisions- Need, Importance, Formulation, Legal and Procedural Aspects. Dividend Decision Models - Walter, Gordon, Graham & Dodd Model and M-M Model. |           |
| <b>4</b>              | <b>Financial Planning, Financial Policy &amp; Corporate Strategy</b>   | <b>15</b> |
|                       | Introduction • Meaning of Budget • Essentials of a budget, • Types of Budgets • Advantages of Budgeting • Zero Based Budget • (Note: Practical Questions on Sales Budget, Production Budget, Material Budget, Cash Budget and Master Budget) Meaning of strategic financial management; Strategic financial decision making framework; Functions of Strategic Financial Management ; Financial Planning                        |           |
| <b>Total Lectures</b> |  | <b>60</b> |

#### References:

- Fundamentals of Financial Management by D. Chandra Bose, PHI Learning Pvt. Ltd., New Delhi
- Fundamentals of Financial Management by Bhabotosh Banerjee, PHI Learning Pvt. Ltd., New Delhi
- Fundamentals of Financial Management by Vyuptakesh Sharma, Pearson Education, New Delhi
- Fundamentals of Financial Management by J.C. Van Horne, Prentice Hall of India, New Delhi
- Financial Management: Text and Problems by M.Y. Khan and P.K. Jain, Tata McGraw Hill, New Delhi
- Financial Management: Theory and Practice by Prasanna Chandra, Tata McGraw Hill, New Delhi
- Financial Management by I.M. Pandey, Vikas Publishing House, New Delhi
- Financial Management by C. Paramasivan & T. Subramanian
- Financial Management by Ravi Kishor
- Financial Management by Khan & Jain

**COURSE NAME: STRATEGIC MANAGEMENT**  
**COURSE CODE : M23AA1MJ02** **COURSE CREDIT: 04**  
**1 credit - 15 lectures** **1 lecture is 60 minutes.**

**Course Objectives:**

|   |  |
|---|--|
| 1 | To enable the learners to understand new forms of Strategic Management concepts and their use in business.   |
| 2 | To provide information pertaining to Business, Corporate and Global Reforms.   |
| 3 | To develop learning and analytical skills of the learners to enable them to solve cases and to provide strategic solutions                                   |
| 4 | To acquaint the learners with recent developments and trends in the business corporate world by understanding the strategic management in social enterprises |

**Course Outcomes:**

|   |  |
|---|--|
| 1 | Being able to understand strategic planning and the strategic decisions that companies make.   |
| 2 | Describe the fundamental ideas, rules, and procedures involved in developing and carrying out strategies.                                      |
| 3 | Create innovative solutions by critically analysing and evaluating real-world business challenges from the standpoint of strategic management. |
| 4 | Learners will be able to understand how businesses foresee market trends and promptly adapt to shifting circumstances.                         |

**Syllabus:**

| SN | Modules/<br>Units  |    |
|----|--|----|
| 1  | <b>Introduction to Strategic Management</b>  |    |
|    | <ul style="list-style-type: none"> <li>• Concept of Strategic Management, Strategic Management Process, Vision, Mission and Goals, Benefits and Risks of Strategic Management.</li> <li>• Levels of Strategies: Corporate, Business and Operational Level Strategy</li> <li>• Functional Strategies: Human Resource Strategy, Marketing Strategy, Financial Strategy , Operational Strategy</li> <li>• Business Environment: Components of Environment- Micro and Macro and</li> <li>• Environmental Scanning</li> </ul> | 15 |
| 2  | <b>Strategy Formulation, Implementation and Evaluation</b>   |    |

|          |  |    |
|----------|--|----|
|          | <ul style="list-style-type: none"> <li>• Strategic Formulation: Stages and Importance, Formulation of Alternative Strategies: Mergers, Acquisitions, Takeovers, Joint Ventures, Diversification, Turnaround, Divestment and Liquidation.</li> <li>• Strategic Analysis and Choice: Issues and Structures, Corporate Portfolio Analysis- SWOT Analysis, BCG Matrix, GE Nine Cell Matrix, Hofer's Matrix,</li> <li>• ETOP- Environmental Threat and Opportunity Profile, Strategic Choice- Factors and Importance.</li> <li>• Strategic Implementation: Steps, Importance and Problems, Resource Allocation- Importance &amp; Challenges</li> <li>• Strategic Evaluation and Control: Importance, Limitations and Techniques</li> <li>• Budgetary Control: Advantages, Limitations</li> </ul>  | 15 |
| <b>3</b> | <b>Business, Corporate and Global Strategies</b>   |    |
|          | <ul style="list-style-type: none"> <li>• Corporate Restructuring Strategies: Concept, Need and Forms, Corporate Renewal Strategies: Concept, Internal and External factors, and Causes.</li> <li>• Strategic Alliance: Concept, Types, Importance, Problems of Indian Strategic Alliances, and International Businesses</li> <li>• Public Private Participation: Importance, Problems and Governing Strategies of PPP Model.</li> <li>• Information Technology Driven Strategies: Importance, Limitations</li> <li>• contribution of IT sector in Indian Business</li> </ul>   | 15 |
| <b>4</b> | <b>Current Strategic Trends</b>  |    |
|          | <ul style="list-style-type: none"> <li>• Business Process Outsourcing and Knowledge Process Outsourcing in India: Concept and Strategies. Reasons for growing BPO and KPO businesses in India.</li> <li>• Reengineering Business Processes- Business Reengineering, Process Reengineering and Operational Reengineering, Change Management</li> <li>• Disaster Management: Concept, Problems and Consequences of Disasters, Strategies for Managing and Preventing disasters and Cope up Strategies.</li> <li>• Strategic management in Social enterprises: Introduction to social enterprises, Different kinds of social enterprises: not-for profit and profit making, Need and opportunity.</li> <li>• Start-up Business Strategies and Make in India Model: Process of business start-ups and its Challenges, Growth Prospects, and government initiatives in Make in India Model with reference to National manufacturing, Contribution of Make in India</li> <li>• Policy in overcoming industrial sickness</li> </ul> | 15 |

**Reference:**

- 1) The Art of Strategy: A Game Theorist's Guide to Success in Business and Life by Avinash K. Dixit and Barry J. Nalebuff
- 2) "Strategic Marketing Management: Planning, Implementation, and Control" by Colin Gilligan and Richard M S Wilson
- 3) "Strategic Planning and Management in Contemporary Zambia" by James Mulungushi
- 4) "Strategic Human Resource Management: An Indian Perspective" by Anuradha Sharma
- 5) "Strategic Human Resource Management" by Tanuja Agarwala

- 6) "Strategic Project Management (Strategic Success)" by Paul Roberts
- 7) "STRATEGIC MANAGEMENT OF TECHNOLOGY and INNOVATION" by Robert Burgelman and Clayton Christensen
- 8) Solved Scanner CA IPCC Group-II Paper-7 Information Technology and Strategic Management" by Dr Arpita Ghose and Gourab Ghose
- 9) "Information Technology and Strategic Management For CA-IPCE (FIRST)" by CA NIKHIL SINGHAL and Summary Book on ITSM for CA-IPCC/IPCE



**COURSE NAME:ADVANCED MICROECONOMICS**

**COURSE CODE: M23AA1MJ03**

**COURSE CREDIT: 04**

**1 credit - 15 lectures**

**1 lecture is 60 minutes**

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**Course Objectives:**

1. This course is designed to equip the students with basic tools of economic theory and its practical applications.
2. The course aims at familiarising the students with the understanding of the economic aspects of current affairs and thereby prepares them to analyse the market behaviour with economic way of thinking.
3. In addition to providing an insight into application of economic principles in business decisions, it also intends to widen analytical ability of the students and to provide them a foundation for further study of economics.
4. In order to make the study practical oriented, the paper requires discussion of some cases involving the use of concepts of business economics.

**Course Outcomes:**

- 1) Students will be able to explain the practical application of basic economic concepts and tools.
- 2) Students will be able to analyze market behavior from an economic perspective.
- 3) Students will be able to apply economic principles analytically for further study.
- 4) Students will be able to examine relevant cases of business economics.

| <b>Sr. No</b> | <b>Syllabus</b>   | <b>No. of lectures</b> |
|---------------|---|------------------------|
| 01            | Module I: Basic Principles in Business Economics Meaning and scope of Business Economics - twin principles of scarcity and efficiency; incremental and Marginal principle; profit maximisation principle; market economy and invisible hand; production possibility frontier; Opportunity cost - accounting profit and economic profit; market failure, externality, public goods and economic role of Government | 15                     |

|    |  |    |
|----|--|----|
| 02 | <p>Module II: Demand and Supply Analysis</p> <ul style="list-style-type: none"> <li>• Determinants of demand - market demand function - theory of attributes, snob appeal, band wagon and Veblen effect and demand function. Law of supply, elasticity of supply</li> <li>• Applications of elasticity of demand and supply to economic issues: Paradox of bumper harvest- tax on price and quantity - minimum floor and maximum ceilings: minimum wages controversy and Administered price control, related numerical problems.</li> <li>• The theory of consumer choice - Consumer preference and budget constraint - equilibrium position of tangency with the help of Indifference curve analysis, effect of changes in price and income on consumer equilibrium</li> </ul>  | 15 |
| 03 | <p>Module III: Production decisions and Cost analysis</p> <ul style="list-style-type: none"> <li>• Production function - short run and long run, Isoquants, Law of variable proportion, returns to scale, scale economies, scope economies- least cost factor combination for a given output- Expansion path and Multiproduct firm- cost reduction through experience - learning curve, related case studies.</li> <li>• Economic analysis of Cost: Classification of costs, short run and long run cost functions, related numerical problems.</li> <li>• Break-even Analysis- Concept, Factors influencing break-even point, related numerical problems.</li> </ul>  | 15 |
| 4  | <p>Module IV: Market structure analysis</p> <ul style="list-style-type: none"> <li>• Difference between perfectly and imperfectly competitive markets -Perfect competition and Monopoly as limiting cases of market imperfections - Sources of market power - profit maximization of simple and discriminating monopolist methods of measuring monopoly power - Public policy towards monopoly power, related case studies.</li> <li>• Different forms of imperfect competition - Monopolistic competition and Oligopoly - Strategic decision making in oligopoly markets- collusive and non-collusive oligopoly- colluding oligopoly: rivalry among few, price war and kinked demand curve- collusive oligopoly models of price leadership and cartel - basic concepts of game theory - Using Game theory to analyze strategic decisions - application of model of prisoner's dilemma in market decisions, related case studies.</li> </ul> | 15 |

## **REFERENCES:**

- 1) Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- 2) Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
- 3) Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
- 4) Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
- 5) Hirchey .M., Managerial Economics, Thomson South western (2003)
- 6) Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- 7) Koutsyiannis, A., Modern Microeconomics, Macmillan Press Ltd (1998 Reprint).
- 8) Varian, Micro-Economic Analysis (ed. 3), Norton, 1992.
- 9) Dean, Joel: Managerial Economics (Prentice Hall of India, N. Delhi, 2002)
- 10) Gupta, G.S.: Managerial Economics (Tata McGraw Hill, N. Delhi, 1997)
- 11) Sen Anindya, Micro -Economics: Theory and Applications, Oxford University Press, New Delhi, 1999

**COURSE NAME: BUSINESS ETHICS AND CORPORATE SOCIAL RESPONSIBILITY****COURSE CODE : M23AA1MJ02****COURSE CREDIT: 04****1 credit - 15 lectures****1 lecture is 60 minutes**

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**Course Objectives**

- 1) To familiarize the learners with the concept and relevance of Business Ethics in the modern era.
- 2) To enable learners to understand the scope and complexity of Corporate Social responsibility in the global and Indian context

**Course Outcomes:**

- 1) Students will be able to understand business ethics and analyze corporate social responsibility.
- 2) The learner will be able to evaluate various corporate governance ethics codes.

| <b>Sr. No</b> | <b>Syllabus</b>   | <b>No. of lectures</b> |
|---------------|---|------------------------|
| <b>01</b>     | <b>Introduction to Business Ethics</b> and Corporate Governance<br>Business Ethics – Concept, Characteristics, Importance and Need for business ethics, Sources of Ethics,<br>Various approaches to Business Ethics<br>Gandhian Approach in Management and Trusteeship, importance and relevance of trusteeship principle in Modern Business,<br>Ethics in Marketing and Advertising, Human Resources Management, Finance and Accounting, Production, Information Technology, Copyrights and Patents.<br>Corporate Governance: Concept, Importance, Principles of Corporate Governance,<br>Regulatory Framework of Corporate Governance in India, SEBI Guidelines and clause 49, Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards.   | <b>15</b>              |
| <b>02</b>     | <b>Introduction to Corporate Social Responsibility</b><br>Corporate Social Responsibility: Concept, Scope & Relevance and Importance of CSR in Contemporary Society<br>CSR and Indian Corporations- Legal Provisions and Specification on CSR, A Score Card, Future of CSR in India.<br>Role of NGO's and International Agencies in CSR, Integrating CSR into Business<br>CSR towards Stakeholders-- Shareholders, Creditors and Financial Institutions, Government, Consumers, Employees and Workers, Local Community and Society.<br>CSR and environmental concerns.<br>Designing CSR Policy- Factors influencing CSR Policy, Role of HR Professionals in CSR<br>Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.<br>CSR and Sustainable Development, CSR through Triple Bottom Line in Business | <b>15</b>              |

**References:**

- Sharma J.P ‘ Corporate Governance, business ethics and CSR, Ane Books Pvt Ltd, New Delhi
- S.K.Bhatia, Business Ethics and Corporate Governance
- William Shaw, Business Ethics, Wordsworth Publishing Company, International Thomson Publishing Company.
  - Corporate Crimes and Financial Frauds, Dr. Sumit Sharma, New Delhi India • R.C. Sekhar, Ethical choices in Business, Sage Publications, New Delhi
- Business Ethics, Andrew Crane and Dirk Matten, Oxford University Press.
- Business Ethics, Text and Cases, C.S.V. Murthy, Himalaya Publication House.
- Mallin, Christine A. Corporate Governance (Indian Edition) Oxford University press. New Delhi
- Philip Kotler and Nancy Lee, CSR : doing the most good for Company and your cause , Wiley 2005
- Beeslory, Michel and Evens, CSR , Taylor and Francis, 1978
- Subhabrata Bobby Banerjee, CSR: the good, the bad and the ugly. Edward Elgar Publishing 2007
- Joseph A. Petrick and John F. Quinn, Management Ethics- Integrity at work , Sage Publication , 1997
- Francesco Perrini, Stefano and Antonio Tencati, Developing CSR- A European Perspective , Edward Elgar.

## **COURSE NAME: ADVANCED AUDITING**

**COURSE CODE : M23AA1E01**

**COURSE CREDIT: 04**

**1 credit - 15 lectures**

**1 lecture is 60 minutes**

### **Course Outcomes:**

- 1) To explore the company's audit with the practical analysis of audit of various ledgers by scrutinizing of ledgers of assets, personal and revenue accounts
- 2) To comprehend the knowledge of the procedures to be adopted for auditing of government audit , local bodies, NGO's, gain the knowledge on auditing procedures of a firm, small companies, Charitable institutions , educational institutions, hospitals, Clubs, cinema halls and hotels and also to analyse the audit of hire purchase and leasing companies accounts.
- 3) To develop of better understanding of Cost audit, Environmental Audit, Energy Audit., Audit under different statutes, of income tax, other direct tax laws and indirect taxes
- 4) To get the knowledge of concept of audit in an automated environment, key features of automated environment, Risks and controls in Automated environment, Computer auditing; specific problems of EDP audit and the need for review of internal control especially procedure controls and facility controls

**Course Objectives:** In this course the students will build on their understanding of audit theory and its application to the audit of financial statements. The emphasis of this course is on the practical application of audit procedures on Students will also learn to employ computer-based audit testing techniques to conduct analytical review procedures, statistical sampling, tests of controls and substantive tests of a company's financial statements. They will also get to know the procedures to be adopted for auditing of government audit, local bodies, NGOs etc. realistic financial audit case scenarios. Upon completion of this course, students will gain proficiency in audit planning, evidence collection and documentation, evaluation of internal control, and assessment of fraud risk.

| <b>Unit No.</b> | <b>Modules/ Units</b>   | <b>No. of Lectures</b> |
|-----------------|---|------------------------|
| <b>1</b>        | <b>Company Audit</b>  | <b>15</b>              |
|                 | Introduction to Audit - Audit of Ledgers, General Considerations, Scrutiny of Ledgers of Assets, Personal and Revenue Accounts  |                        |
|                 | Company Audit - Audit of Shares, Qualifications and Disqualifications of Auditors, Appointment of auditors, Removal of auditors, Powers and duties of auditors, Branch audit, Joint audit, Special audit, Reporting requirements under the Companies Act, 2013. |                        |
|                 | Concepts of true and fair and materiality and audit risk in the context of audit of companies.  |                        |
|                 | Audit reports; qualifications, notes on accounts, distinction between notes and qualifications, detailed observations by the statutory auditor to the management vis-a-vis obligations of reporting to the members  |                        |
| <b>2</b>        | <b>Special Audits</b>   | <b>15</b>              |

|                       |  |           |
|-----------------------|--|-----------|
|                       | Special points in audit of different types of undertakings, i.e., Educational, institutions, Hotels, Clubs, Hospitals, Government audit, Local Bodies, Small companies, Charitable institutions, Cinema Halls.<br>Audit of Hire purchase and Leasing companies accounts  |           |
| <b>3</b>              | <b>Audit under other Laws</b>  | <b>15</b> |
|                       | Cost audit, Environmental Audit, Energy Audit., Audit under different statutes, viz; income tax, other direct tax laws and indirect taxes  |           |
| <b>4</b>              | <b>Auditing in an Automated Environment</b>  | <b>15</b> |
|                       | What is an automated environment: Key features of automated environment, Risks and controls in Automated environment, Computer auditing; specific problems of EDP audit, Need for review of internal control especially procedure controls and facility controls; techniques of audit of EDP output; Use of computers for internal and management audit purposes; test packs, automated audit programmes; involvement of the auditor at the time of setting up the computer system |           |
| <b>Total Lectures</b> |  | <b>60</b> |

#### References:

- 1) Taxmann's Tax Audit – Clause-wise detailed commentary on Tax Audit, Presumptive Tax, ICDS with Tax Audit Ready Reckoner, Checklists, Case Laws, Views of the ICAI, etc. | Finance Act 2023
- 2) Handbook on Energy Audit and Environment Management by Y P Abbi | 27 September 2015
- 3) NISM's Social Auditors – A joint publication by NISM & ICAI covering Social Sector Organisations, Social Audit, Social Audit Techniques, Social Audit Standards, Social Impact Assessment and Reporting by NISM (An Educational Initiative of SEBI) and Institute of Chartered Accountants of India | 23 March 2023
- 4) Taxmann's New Accounting Standards (AS) – Updated AS issued under the Companies (Accounting Standard) Rules, 2021 with Comparative Study, Checklists for SMCs, Guide on Exemptions/Relaxations by Taxmann | 27 June 2021
- 5) Taxmann's CRACKER for Advanced Auditing & Professional Ethics (Paper 3 | Audit) – Covering past exam questions & detailed answers plus 760+ questions & case studies | CA Final | Nov. 2023 Exam by CA Pankaj Garg | 6 July 2023
- 6) Handbook on GST Audit by Tax Authorities by Sanjay Malhotra, Anil Sharma, et al. | 2 August 2020
- 7) Public Sector Audit (Routledge Focus on Accounting and Auditing) by Carolyn J. Cordery and David C. Hay | 23 November 2020
- 8) Auditing (Thoroughly revised on the basis of the Companies Act 2013 and the Companies (Amendment) Acts 2019, 2020 and 2021) by Dr. T.R. Sharma | 1 January 2021
- 9) Taxmann's Guide to Tax Audit-Detailed Commentary on Provisions Relating to Tax Audit and Clauses of Form 3CD | Updated till 6th October 2020 | 12th Edition 2020 [Paperback] Srinivasan Anand G. by Srinivasan Anand G. | 28 September 2020

**COURSE NAME : RESEARCH METHODOLOGY****Course Code: M23AA1RM01****Course Credits: 4****1 credit - 15 lectures****1 lecture is 60 minutes**

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**Course Objectives:**

- 1) To enhance the abilities of learners to undertake research in business & social sciences.
- 2) To enable the learners to understand, develop and apply the fundamental skills in formulating research problems.
- 3) To enable the learners in understanding and developing the most appropriate methodology for their research
- 4) To make the learners familiar with the basic statistical tools and techniques applicable for research

**Course Outcomes:**

- 1) To understand Meaning of Research, identification, and formulation of research problem.
- 2) To Create Hypothesis and testing and understand the research design.
- 3) To understand the different sampling methods and to identify methods of Data collection.
- 4) To apply Report writing and drafting of report.

| Sr. No | Syllabus  | No. of lectures |
|--------|---|-----------------|
| 01     | <b>Introduction to Research</b> <ul style="list-style-type: none"><li>• Features and Importance of research, Objectives and Types of research- Basic, Applied, Descriptive, Analytical and Empirical Research.</li><li>• Formulation of research problem, Research Design, significance of Review of Literature</li><li>• Hypothesis: Formulation, Sources, Importance and Types</li><li>• Sampling: Significance, Methods, Factors determining sample size</li></ul>   | 15              |
| 02     | <b>Research Process</b> <ul style="list-style-type: none"><li>• Stages in Research process</li><li>• Data Collection: Primary data: Observation, Experimentation, Interview, Schedules, Survey,</li><li>• Limitations of Primary data</li><li>• Secondary data: Sources and Limitations,</li><li>• Factors affecting the choice of method of data collection.</li><li>• Questionnaire: Types, Steps in Questionnaire Designing, Essentials of a good questionnaire</li></ul>  | 15              |
| 03     | <b>Data Processing and Statistical Analysis</b> <ul style="list-style-type: none"><li>• Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation, Numerical.</li><li>• Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis, Numericals.</li><li>• Testing of Hypotheses – Parametric Test-t test, f test, z test, Non-Parametric Test -Chi square test, ANOVA, Factor Analysis, Numericals.</li></ul> | 15              |



|           |  |           |
|-----------|--|-----------|
|           | <ul style="list-style-type: none"> <li>• Interpretation of data: significance and Precautions in data interpretation</li> </ul>  |           |
| <b>04</b> | <b>Research Reporting and Modern Practices in Research</b> <ul style="list-style-type: none"> <li>• Research Report Writing: Importance, Essentials, Structure/ layout, Types</li> <li>• References and Citation Methods: APA (American Psychological Association), CMS (Chicago Manual Style), MLA (Modern Language Association)</li> <li>• Footnotes and Bibliography</li> <li>• Modern Practices: Ethical Norms in Research, Plagiarism, Role of Computers in Research</li> </ul> | <b>15</b> |

### References:

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