

RANI CHANNAMMA UNIVERSITY, BELAGAVI.

Department of Post Graduate Studies and Research in Commerce



Syllabus of Master of Commerce

(With effect from Academic Year 2017-18)

III Semester

M.Com Course Structure

Sem	Paper Code	Course	IA Marks	Sem End Marks	Total	Hrs/Week	Credits	
III	3.1	Business Research Methods	20	80	100	04	04	
	3.2	International Financial Management	20	80	100	04	04	
	Group- A : Accounting and Finance							
	3.3 A	Financial Markets and Institutions	20	80	100	04	04	
	3.4 A	Corporate Accounting	20	80	100	04	04	
	3.5 A	Accounting for Specialised Institutions	20	80	100	04	04	
	Group- B: Cost Accounting							
	3.3 B	Production and Operation Management	20	80	100	04	04	
	3.4 B	Cost Management	20	80	100	04	04	
	3.5 B	Cost Accounting Standards	20	80	100	04	04	
	Group – C: Banking							
	3.3 C	Bank Marketing	20	80	100	04	04	
	3.4 C	Banking in India	20	80	100	04	04	
	3.5 C	Management Accounting for Bankers	20	80	100	04	04	
	Open Elective Course							
	3.6	To be chosen from the other Department	20	80	100	04	04	
		Open Elective Course meant for other Departments - Personal Financial Planning	20	80	100	04	04	
Total Marks/Credits			120	480	600	24	24	
IV	4.1	E-Commerce	20	80	100	04	04	
	4.2	International Business	20	80	100	04	04	
	4.3	Project Report	50	50	100	04	04	
	Group A: Accounting and Finance							
	4.4 A	Security Analysis and Portfolio Management	20	80	100	04	04	
	4.5 A	Innovations in Accounting	20	80	100	04	04	
	4.6 A	Mutual Funds	20	80	100	04	04	
	Group- B: Cost Accounting							
	4.4 B	Techniques of Costing	20	80	100	04	04	
	4.5 B	Strategic Cost Management	20	80	100	04	04	
	4.6 B	Recent Developments in Cost Accounting	20	80	100	04	04	
	Group – C: Banking							
	4.4 C	Foreign Exchange and Risk Management	20	80	100	04	04	
	4.5 C	Financial Management in Commercial Banks	20	80	100	04	04	
	4.6 C	Fund Management in Commercial Banks	20	80	100	04	04	
Total Marks/Credits			150	450	600	24	24	

III SEMESTER

Course: 3.1- Business Research Methods

Objective: To develop research orientation among the students and to apply statistical techniques for interpreting and drawing conclusion for business problems.

Unit-I: Introduction - Research – Meaning and Definition, Characteristics, Nature and Scope. Types of Research -Research Methodology - Formulation of Research Problem - Major Steps in Research – Hypothesis - Research Design – Review of Literature, Planning of Research, Uses of Social Science Research. - Ethical Issues in Business Research.

Unit-II: Data Collection and Sampling - Data Collection: Sources of Data; Primary and Secondary Data. Procedure for Data Collection, Tool for Data Collection – Questionnaire, Interview, Schedule. Sampling: Meaning, Definition, Need and Types. Sampling Errors, Merits and Demerits of Sampling. Measurement and Scaling Techniques.

Unit-III: Data Processing and Analysis - Processing of Data: Editing, Coding and Tabulation - Problems - Use of Computer in Research. Analysis of Data: Statistical Analysis; Diagrammatic and Graphic Representation. Interpretation of Results.

UNIT-IV: Statistical Applications - Hypothesis Testing; Power of a Test, Large Sample Tests for Proportions, Means and Standard Deviations. Small Sample Tests –T and F Tests. Design of Experiments and Analysis of Variance. Non-Parametric Tests - Chi-Square Test.

UNIT-V : Research Reports - Meaning and Types of Reports - Stages in Preparation of Report - Characteristics of a Good Report - Structure and Components – Documentation: Footnotes and Bibliography - Checklist for the Report, Introduction to SPSS Package.

Suggested Readings:

1. Green Paul, Full Donald, Research for Marketing Decisions, Holt Rinehart and Winston, New York.
2. Rigby Paul H., Conceptual Foundation of Business Research, Wiley and Sons, New Delhi.
3. O.R.Krishnaswamy and M.Ranganatham : Methodology of Research in Social Sciences.
4. J.K.Sharma, Business Statistics, Pearson Education Publications.
5. Michel V.P. Research Methodology in Management, Himalaya, Bombay.
6. Emory C. William, Business Research Methods, Macmillan Publishing Co., New York.
7. Kothari.C.R. Research Methodology - Methods & Technology, New Age International Publisher, New Delhi.
8. Gupta, S.P. Statistical Methods, Sultan Chand and Sons, 1999, New Delhi.
9. Gupta, C.B., An introduction to Statistics Methods, Vikas Publishing House, New Delhi.

Course: 3.2 – International Financial Management

Objective: To expose the students to study the various aspects of foreign exchange market and different aspects of international financial management

Unit – I: Introduction to International Financial Management- Meaning, objectives, global financial manager, role of global financial manager, functions of international financial management, scope of international financial management and relationship between domestic and financial management.

Unit II- Foreign Exchange Market- meaning and objectives, features of foreign exchange market, foreign exchange rates , quotations and types quotations , dealers in foreign exchange market, foreign exchange transactions, sale and purchase transactions – spot and forward transactions, hedging, speculation and arbitrage operations, forecasting foreign exchange rate and equilibrium in foreign exchange market.

Unit-III- Foreign exchange risk management: meaning and objectives, Foreign exchange risk and exposure, types of foreign exchange risks, transaction, and economic exposure, internal and external techniques of foreign exchange risk management.

Unit –IV: Financing for foreign operations: sources of finance, Euro markets, special financial vehicles, interest rate and currency swaps, debt, equity swaps, internal leasing, designing global financing strategy.

Unit- V: International financial management for MNCs- Cost of capital and capital structure of MNCs, International capital budgeting, international working capital management.

Suggested Readings:

1. Alan C. Shapiro, “Multinational Financial Management” Allyn and Pacon Ioc, Boston, 1986.
2. Adrin. Buckley, “Multinational Finance”, Hcrit, New Delhi.
3. Raymond Vemon-Manager in the International Economy, Louis T Wells Jr. Prentice Hall, 1987.
4. David H. Blake- The Politics of Global Economic Robert S. Walters Relations, Prentice Hall, 1987.
5. Madura, Jeff, “International Financial Management, West Publishing Company.
6. Apte P.G. International Financial Management, Tata McGraw Hill, New I Delhi,
7. Ian H. Giddy, Global Financial Markets AITBS 2000
8. Kirt C. Butler, Multinatiinal Finance Thomson South Western.
9. Reid W. Click and Coval, ‘International Financial Management’ Prentice Hall India.
10. Reid. M. Rodriguez, “International Financial Management” E Eugene Carter Prentice Hall, New Delhi 1985.

GROUP A: ACCOUNTING AND FINANCE
Course: 3.3 A - Financial Markets and Institutions

Objective: This course aims at providing students with an understanding of structure and working of financial institutions and markets in India.

Unit-I: Financial Markets - Nature, functions, financial system and economic development; Financial assets – meaning, properties, types and role of financial assets; financial markets - meaning, role and types of financial intermediaries, an overview of Indian financial system; analysis of supply and demand for funds; regulation of financial markets.

Unit -II: Money and Capital Market - Organization, instruments, functioning and regulations of money markets; role of RBI; capital market and its structure, recent developments in capital market.

Unit- III: Theory and Structure of Interest rates - The theories of interest rates-current and future, nominal interest rates; base interest rate; yield curve and the term structure; determinants of interest rate.

Unit -IV: Banks and Financial Institutions - Commercial banks and industrial finances; working capital finance by commercial banks; term lending; industrial finance by financial institutions; performance of Indian banking; regulatory aspects of banking.

Unit - V: Investment Institutions-Meaning, Importance and Growth; UTI and private sector mutual funds; insurance funds-growth and development of life and non-life insurance companies in India; regulation of insurance; pension funds-organization and working of pension funds; working of new Pension Scheme, NSDL, CRA; regulatory framework.

Suggested Readings

- 1 Bhole, M.K, Financial Markets and Institutions, THM, New Delhi.
- 2 Dalton, John, How the Stock Market Works, Prentice Hall, New Delhi 3rd edition 2007
- 3 Khan, M.Y, Indian Financial Markets and Institutions, THM, New Delhi.
- 4 Madura Jeff, Financial Markets and Institutions, West Publishing Company, New York.
- 5 Marchiraju, H. R. Working of Stock Exchanges in India, Wiley Eastern Lts; New Delhi.
- 6 Meir Kohn, Financial Institutions and Markets, Oxford University Press, New Delhi,
- 7 Ragnathan V, Stock Exchange and Investments, Tata McGraw Hill New Delhi. Reprint 2007
- 8 RBI Reports on Currency and Finance and RBI Bulletins.
- 9 Rose and Marquis, Money and Capital Markets: Financial Institutions and Instruments in a Global Market Place.
- 10 Web site of BSE, NSE, SEBI, RBI, IRDA, NSDL

Course: 3.4 A - Corporate Accounting

Objectives: To teach accounting practices relating to various issues of corporate accounting.

UNIT-I: Company final accounts: Provisions of Companies Act 2013 relating to maintenance of accounts, divisible profits, managerial remuneration, transfer of profits to reserves, vertical forms of financial statements

UNIT-II: Valuation of goodwill and shares: Concept and need for valuation of goodwill, methods of valuation, share valuation – need and methods of valuation.

UNIT-III: Accounting treatment for amalgamation - absorption and reconstruction of companies, internal reconstruction and external reconstruction.

UNIT IV: Liquidation accounts: Winding up vs. liquidation, types of liquidation, statement of affairs, deficiency accounts, liquidators final statement of accounts.

Unit V: Holding Companies: Definition – Provisions of Indian Accounting Standard 21, Preparation of Consolidated balance sheet – Minority interest – Pre-acquisition or capital profits - Cost control or Goodwill – Inter-company balances - Unrealized inter-company profits - Revaluation of assets and liabilities - Bonus shares - Treatment of dividend – Multiple holding, Chain Holding and Cross Holding - Consolidation of profit and loss account.

Suggested Readings.

1. Jain and Narang, Advanced Accountancy, Vol.II, Kalyani, New Delhi.
2. Gupta and Radhaswami, Advanced Accountancy, Vol.II, Sultan Chand. New Delhi.
3. Dr. Ashok Sehgal and Dr. Deepak Sehgal, Corporate Accounting, Taxmann's publications.
4. Bhushan Kumar Goyal, Corporate Accounting, 4th edition, Taxmann's publications
5. Shukls and Grewal, advanced Accounts, Vol.II,s. Chand and Co., New Delhi.
6. Dr. P.C.Tulsian and Dr. Bharat Tulsian, Corporate Accounting, S.Chand Publications.
7. P.V.Ratnum, Advanced Accountancy, Konark, New Delhi.
8. Rishikesh Chakraborty, Advanced Accounts, Oxford, New Delhi.
9. S.K.Patil, Advanced Accounts, World Press, Calcutta.

Course: 3.5 A - Accounting for Specialized Institutions

Objective - To make the students to understand the different aspects of Specialized Accounting practices

Unit I- Accounting of Insurance Companies: Legal provisions as per Insurance Act, 1930, LIC Act 1956 and GIC Act 1972 revenue account and final account of life and non life insurance companies, IRDA Act 1938 and provision relating to final accounts.

Unit II- Double Account System: Meaning of double account system, difference between single and double account system, advantage and disadvantages of double account system, preparation of final accounts of electricity companies.

Unit III- Accounting of banking companies: Legal provisions as per Banking Regulation Act, Narasimhan Committee recommendations and NPA treatment, classification of banking companies' assets, capital adequacy ratio and preparation of financial statements.

Unit IV-Accounting for Hotels – meaning, objectives and significance of hotel accounting: Visitor's ledger: methods of accounting and preparation of final accounts of hotel undertakings.

Unit V-Accounting for Hospitals –Meaning, Need and significance of hospital accounting; forms of balance sheet, income statement- capital and revenue expenditure, and adjustments.

Suggested Readings :

- 1 S.N.Maheshwari, Advanced Accounting, Vol.II , Vikas Delhi.
- 2 Shukla and Grewal, Advance Accounting, Vol.II, S. Chand and Sons, New Delhi.
- 3 R.L.Gupta and Radhaswamy Advanced Accounting, Vol.II ,Sultan Chand and Sons, New Delhi.
- 4 Hrishikesh Chakraborty, Advanced Accounting, Vol.II , Oxford Publishing House, New Delhi.
- 5 Jain and Narang, Advanced Accounting, Vol.II ,Kalyani, New Delhi.
- 6 C.T.Horngren Introduction to Financial Accounting, PHI, New Delhi.
- 7 Mark, E., Harkins, International Financial Reporting and Analysis, TMH, New Delhi.
- 8 Thomas, P. Edmonds, Fundamentals OF Financial Accounting Concepts, TMH, New Delhi.
- 9 Robert Libby, Financial Accounting, TMH, New Delhi.

GROUP B – COST ACCOUNTING

Course : 3.3 B - Production and Operations Management

OBJECTIVE:

To impart knowledge regarding production and management techniques, process, tools, and acquaint the students with the knowledge of marketing functions, techniques and strategies.

UNIT-I: Production & operations Management: Introduction, meaning and definition, objectives, nature and context of operations management, relationship between strategic management and operations management, operations strategy and competitiveness

UNIT-II: Plant locational planning: Stages in the selection of planning, selection of site, determinants of plant location, plant location theories, qualitative and quantitative models for plant location, locational break-even analysis

UNIT-III: Product design and process selection : Product design and process selection for manufacturing operations and service operations, waiting line management, quality management, statistical quality control methods

UNIT-IV: Design of facilities and jobs: Strategic capacity planning linear programming, just in time production systems, facility location, facility layout, job design and work measurement, learning curves, wage incentives, production control techniques, measurement of productivity

UNIT-V: Supply chain management: Forecasting aggregate planning, inventory systems for dependent and independent demand, material revising the system, business process re engineering, syndronous manufacturing and theory of constraints

Suggested Readings :

1. Dalela and Mansoor Ali, Industrial Engineering Management Systems, Standard Publishers, Distributors Delhi.
2. Chary, Production and Operations Management, TMH, New Delhi.
3. Richard B. Chase, Production and Operations Management, TMH, New Delhi.
4. Mahadevan. The New Manufacturing Architecture, TMH, New Delhi. Nair.
5. Production and Operations Management, TMH, New Delhi.
6. Adam and others, Productions and Operations Management, PHI, New Delhi.
7. Aswathappa and S.Bhatt, Production and Operations Management, Himalaya Bombay.
8. Chunawalla and Patel, Production and Operations Management, Himalaya, Bombay.
9. Kanji and Mike, 100 Methods for Total Quality Management, Response Books, New Delhi.

Course: 3.4 B - Cost management

Objectives: To make the students understand about the basic of cost management and the role of cost management in different decisional areas.

Unit - I Introduction: Concept, features, objectives and importance of cost management; factors affecting cost management, financial accounting v/s cost management; cost accounting v/s cost management traditional and contemporary techniques –bench marking, JIT, TQM, FMT, outsourcing, theory of constraints etc. Cost management practices in corporate India.

Unit - II Accounting systems for recording of cost: Non-integral and integral systems of recording of costs; costing profit and loss account, reconciliation of cost and financial profits.

Unit - III Cost Management Issues in Elements of Cost: Material cost management design, purchase; storage issues and inventory management; techniques of inventory control; labour cost management time keeping and booking, idle time and overtime, labour turnover; compensation and incentive schemes, labour efficiency evaluation; overhead cost management, significance; departmentisation, recovery materials, under and over absorption capacity costs.

Unit - IV: Product Costing System: Job costing- cost flow and cost tracking in job order system, job costing in service industries, process costing- characteristics of process costing system; flow of costs in process costing, equivalent units- FIFO and average methods.

Unit- V - Joint and by –product Costing: meaning and distinction between joint products and by-products methods of allocating joint costs; point of separation and future processing decisions; accounting for by products; effects of joint – products on cost central and decision making.

Suggested Readings:

1. Edward Blocher, K.H.Chen, Gary Cokins and Thomas W. Lin Cost management –Strategic Emphasis, TMH New Delhi
2. Ronald Hilton, Michael. W. Maher & Frant H. Selto Cost management strategies for business decisions TMH, New Delhi
3. Jain and Narang - Advanced cost accounting, Kalyani Publisher, New Delhi
4. Babatosh ByanerjeE - Cost Management accounting, TMH, New Delhi.
5. Khan & Jain - Management and cost accounting Thomson Publications, Noida 2007.
6. Collin Drury - Management and cost accounting and Thomson Publications ,New Delhi.
7. Ravi M. Kishore - Advanced cost accounting and cost systems, Taxmann Publications, New Delhi.
8. Maheshwari S. N - Advanced cost accounting Sultan Chand New Delhi.

Course: 3.5 B - Cost Accounting Standards

Objectives: To gain comprehensive understanding of all aspects relating to Cost Accounting Standards. Reference

Unit I-Introduction: Introduction to Cost Accounting Standards, Background of Cost Accounting Board, Purpose of CAS, Advantages of CAS, Fundamental Difference between CAS and FAR Regulations.

Unit II- Cost Accounting Standards I: CAS -1 (Revised 2015) Classification of Cost; CAS 2 (Revised 2015) Capacity Determination; CAS-3 (Revised 2015) Production and Operation Overheads; CAS – 4 Cost of Production for Captive Consumption; CAS-5 Average Cost of Transportation.

Unit III- Cost Accounting Standards II:- CAS -6 Material Cost; CAS – 7 Employee Cost; CAS-8 Cost of Utilities; CAS-9 Packing Material Cost; CAS-10 Direct Expenses; CAS-11 Administrative Overheads.

Unit IV- Cost Accounting Standards III: CAS-12 Repair and Maintenance Cost; CAS-13 Cost of Service Cost Centre; CAS-14 Pollution Control Cost; CAS-15 Selling and Distribution Overheads; CAS-16 Depreciation and Amortisation; CAS-17 Interest and Financing Charges; CAS-18 Research and Development Costs; CAS 19 Joint Cost.

Unit V- Cost Accounting Standards IV- CAS-20 Royalty and Technical Know-How fee; CAS 21 Quality Control; CAS 22 Manufacturing Cost, CAS 23 Overburden Removal Cost; CAS 24 Treatment of Revenue in Cost Statements.

Suggested Readings:

1. Sanjeev Singhal and R. Sankariah, A Practical Guide to Cost Accounting Standards, Rules and Audit Publisher CCH (A Walter Kluwer Business)
2. Srinivasan Anand G. Cost Audit Practical Manual Taxman
3. Website : www.icwai.org

GROUP C: BANKING
Course: 3.3 C- Bank Marketing

Objective: To teach marketing practices followed by bank to market their services.

Unit I: Introduction: Bank marketing, the concept, justifications for marketing the banking services, the users of banking services, the behavioral profile of users.

Unit II: Marketing research in banking: Its scope, marketing information system for banks, and significance of MIS.

Unit III: Marketing mix for the banking services: The produce mix, the promotion mix, the price mix, the place mix, the people, the physical attractions, bank marketing in India.

Unit IV: Analyzing the business environment: Implications for bank marketing, understanding the customer, market segmentation, basis of segmentation, relationship marketing.

Unit V: Bank marketing strategy: Profitability and marketing, training in bank marketing, the future of bank marketing.

Suggested Readings:

1. Ravi Shankar, Services Marketing, Manas Publications, Delhi.
2. Rathmell, Marketing, in the Service Sector, Winthrop Publishers, Cambridge.
3. Avadhani V.A., Marketing of Financial Services, Himalaya Bombay.
4. Sha S.M., Services Marketing, Himalaya, Bombay.
5. Seth Rajeev K., Marketing of Banking Services, Macmillan India, Delhi.
6. Helen Woodruffe, Services Marketing, Maxmillan India, Delhi.
7. Eric Berkowitz., Marketing, TMH, New Delhi.
8. Ian Chaston, New Marketing Strategies, Responst Books, New Delhi.
9. Patankar Sanjay, Services Management, Himalaya, Bombay.
10. G.A. Churchill and J.P. Peter, Marketing Creating Value for Customers, TMH, New Delhi.

Journals:

1. SBI, Monthly Review
2. The Banker
3. Prajnana
4. Journal of IIB.

Course: 3.4 C - Banking in India

Objective: To teach the meaning and functions of commercial banks, non-banking financial institutions, RRB's, development banks and central bank.

Unit I: Commercial banking: Characteristics of commercial banking, classification of commercial banking, universal banking, norms for capital adequacy, problem of non-performing assets, cures, asset liabilities management

Unit II: Non-banking finance companies, definition, regulation, types of deposits, assets of NBFCs, investment norms for NBFCs, SEBI and RBI guidelines.

Unit III: Rural Credit: Co-operative credit, RRBs, structural changes, reforms in co-operative credit, NABARD, its functions, objectives and working.

Unit IV: Development banking: Nature of development banking, development financial institutions – IDBI, ICICI, EXIM Bank, SIDBI, merchant banking, origin, activities, regulation and services rendered by the merchant banks in India.

Unit V: Central banking: Functions, RBI, functions, regulatory role, monetary policy, objectives and instruments.

Suggested Readings:

1. Machiraju H.R., Indian Financial System, Vikas, New Delhi.
2. Vasant Desai, The Indian Financial System, Himalaya, Bombay.
3. Khan N.Y., Indian Financial System, Vikas, New Delhi.
4. Bhole L.B., Financial Institutions and Markets, TMH, New Delhi.
5. Verma J.C., Merchant Banking, TMH, New Delhi.
6. Khan N.Y., Financial Services, TMH, New Delhi.
7. Shekhar and Shekhar, Banking Theory and Practice, Vikas, New Delhi.
8. Mithani and Gordeon, Banking Theory and Practice, Himalaya, Bombay.
9. Baye and Jensen, Money, Banking and Financial Markets, AITBS, New Delhi.

Course 3.5 C - Management Accounting for Bankers

Objective: To teach management accounting practices followed by banks.

Unit I: Introduction to management accounting: Definition, nature and scope, necessity of management accounting, as application tool in the hands of bank manager, techniques and tools of management accounting, advantages and disadvantages

Unit II: Marginal costing and break-even analysis: Concept, features, importance of marginal costing, marginal costing equation, contribution ratio and margin of safety. Applications of marginal costing in decision making, CVP analysis and break-even analysis, charts, profits graphs. Application of marginal costing and break-even analysis of credit evaluation of borrowers

Unit III: Analysis and interpretation of financial statements: Concept, objectives and importance of financial analysis, uses of financial analysis, tools and techniques, common size, comparative statements and accounting ratios, objectives, classification, advantages and disadvantages of ratio analysis, use of ratio analysis in evaluation of credit worthiness of borrowers.

Unit IV: Funds flow and cash flow statements: Concept of funds, objectives of preparing flow statements, procedure in preparing funds flow statements, funds flow vs. income statement uses and limitations, cash flow statement, procedure, uses and limitations, bank credit management and funds flow and cash flow analysis.

Unit V: Working capital and term financing: Computation of working capital as Tandon Committee recommendations, term financing by banks, appraisal techniques, NPV, IRR, PI methods

Suggested Readings:

1. B.Ramachandra Rao, Balance Sheet and Credit Appraisal for, S.Chand and Sons, New Delhi.
2. Singh and Singh, Financial Analysis for Credit Management in Banks, Himalaya, Bombay.
3. Rammoorthy, Working Capital Management in Banks, S.Chand and Sons, New Delhi.
4. Jeevanandam, Management Accounting for Bankers, S.Chand and Sons, New Delhi.
5. Maheshwari S.N., Management Accounting for Bankers, S.Chand and Sons, New Delhi.
6. Pandey I.M., Management Accounting, Vikas, New Delhi.
7. Omprakash, Ratio Analysis for Management, Himalaya, Bombay.
8. John Mayher, Financial Statement Analysis, PHI, New Delhi.
9. Merrett and Sykes. The Finance and Analysis of Capital Project, Longman Group, New Delhi.
10. Chatterjee A.K., Management Techniques of Bank Lending, Himalaya, Bombay.

3.6 Open Elective Course: To the students of other Departments.

Course: 3.6 – Personal Financial Planning

Objective: To prepare the students to Manage their Personal Finance effectively and efficiently.

Unit I: Introduction to Financial Planning - Process of financial planning, Time value of money, Determinants of savings, Sources of personal finance and cost of capital, Techniques of Personal financial Management.

Unit II: Risk Analysis and Insurance Planning - Risk management and insurance decision in personal financial planning, Life Insurance, Motor Insurance, and Medical Insurance, Health Insurance.

Unit III: Retirement Planning and Employees Benefits - Retirement need analysis, Development of retirement plan, Various retirement schemes - Employees Provident Fund (EPF), Public Provident Fund (PPF), Superannuation Fund, Gratuity, New pension Scheme.

Unit IV: Investment Planning – Meaning and definition, need and importance of investment, Investment Avenues – Bank Deposits, Life insurance, Government Bonds, Real estate, gold and silver, equity shares and mutual funds. Factors affecting selection of Investment Avenue, Risk and Return tradeoff, Portfolio construction and management.

Unit V: Tax Planning - Income, Agricultural income, Heads of Income, Deduction u/s 80C, Gross Total Income and Tax liability, Tax Deducted at source, Income tax Returns, Filing Online Returns.

Suggested Readings:

1. Singhanian V.K: Students' Guide to Income Tax; Taxmann, Delhi.
2. Prasanna, Bhagwati: Income Tax Law & Practice: Wiley Publication, New Delhi,
3. Girish Ahuja and Ravi Gupta: Systematic approach to income tax: Sahitya Bhawan Publications, New Delhi.
4. Ranganathan and Madhumathi: Investment Analysis and Portfolio Management: Pearson, New Delhi.
5. George Rejda: Principles of Risk Management and Insurance: Pearson, New Delhi