

# **FATIMA COLLEGE (AUTONOMOUS)**



**Re-Accredited with “A++” Grade by NAAC (4<sup>th</sup> Cycle)  
Maryland, Madurai- 625 018, Tamil Nadu, India**

**NAME OF THE DEPARTMENT: Commerce with Computer Applications**

**NAME OF THE PROGRAMME : M.Com CA**

**PROGRAMME CODE : PSCC**

**ACADEMIC YEAR :2022-2023**

2022-2023

Minutes of Meeting of Board of Studies in Department of Commerce with Computer Applications [M.com CA] held on 10.00 am in Fatima College, Madurai-18.

Members Present.

1. Dr. M. Arasammal - Head of the Department.

2. Dr. A. Mayil Murugan, Subject Expert Associate Professor & Head, PG Department of Commerce, The Madura College (Autonomous) Madurai. *(Signature)* 17/3/22

3. Dr. M. Parveen, Subject Expert Head & Professor, Department of Information Technology, Cauvery College for Women (Autonomous) Trichy. *(Signature)* 17/3/22

4. Dr. S. Valli Devasena, Subject Expert Assistant Professor, Depart of Commerce, Mother Teresa Women's University, Research and Extension Centre, Keelakulikudi, Madurai. *(Signature)* 17.3.22

5. Ms. M. Charanya M.Com (Finance) - Industrialist  
 Technical Data Analyst,  
 Marketing Department. M. Charanya  
 IVS Sri Chakra Ltd, Perumalpatti,  
 Vellaripatti (Po), Melur (TK),  
 Madurai.

6. Ms. S. Kaleswari, - Alumna  
 Assistant Professor,  
 Department of Commerce with S. Kaleswari  
 Computer Applications,  
 Mangayarkarasi Arts and Science College  
 Madurai.

7. Ms. A. Mable Jasmine Shobha, / Mable Jasmine Shobha  
 Dean of Academic Affairs.

Staff Members:

1. Mrs. N. Jennifer Sharon Sumodhi / N. Jennifer Sharon Sumodhi
2. Ms. M. Priya / M. Priya
3. Dr. M. Latha / M. Latha

## 1. Action Taken Report for 2021-2022.

### 1.a. Common Suggestions.

| S.No | Suggestion Offered                                       | Action Taken. |
|------|--|---------------|
| 1.   | Accounting Standards are included in all accounts paper. | Implemented.  |

1.b-Change of Course Title - Nil.

1.c- New Courses Introduced.

| SNO | Course Code          | Course Title  | Relevance To* |   |   | Scope for # |     |        |    | Need for Introduction                                   |
|-----|----------------------|---|---------------|---|---|-------------|-----|--------|----|---|
|     |                      |   | L             | R | N | Gr          | Emp | Entire | SD |   |
| 1.  | 21PW10A4             | Programming in C++<br>(Theory & Practical)            |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |
| 2.  | 21PW20A8             | Introduction to web designing<br>(Theory & Practical) |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |
| 3.  | 21PW30A9             | Web Programming in PHP<br>(Theory & Practical)        |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |
| 4.  | 21PW40A6             | Java Programming<br>(Theory & Practical)              |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |
| 5.  | 21CA1EDD<br>21CA2EDC | Electronic Banking                                    |               |   |   | ✓           | ✓   |        |    | Commerce & computer (Software) - Change in Nomenclature |
| 6.  | 21PW10ASLJ           | Supply Chain Management<br>(Self Learning)            |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |
| 7.  | 21PW30ASL            | Financial Markets<br>(Self Learning Course)           |               |   |   | ✓           | ✓   |        |    | To update the curriculum                                |

| S.No | Course Code      | Course Title   | Relevance |   |   |   | Scope for # |       |    | Need for Introduction.    |
|------|------------------|--|-----------|---|---|---|-------------|-------|----|---------------------------|
|      |                  |  | L         | R | N | G | Emp         | Entre | SD |                           |
| 8.   | 21PG3CASE        | Industrial Economics & Labour (Self learning)                  |           |   |   | ✓ | ✓           |       |    | TO update the curriculum. |
| 9.   | 21PG4CASL<br>MSW | Introduction to Social Entrepreneurship (Self Learning Course) |           |   |   | ✓ | ✓           |       |    | TO update the curriculum  |

1. d - Revised Courses - Nil.

2. Updation of Open Educational Resources in the list of references of each course - Nil.

3. Revision of Courses for 2022-2023.

| S.No | Course Code | Course Title                     | No of Title of Units Revised with the Revised Content Specified if it is not the whole unit. | %. of Revision for Revision | Need for Revision | Relevance |   |   |   | Scope for # |      |    |
|------|-------------|----------------------------------|--|-----------------------------|-------------------|-----------|---|---|---|-------------|------|----|
|      |             |                                  |  |                             |                   | L         | R | N | G | Emp         | Ente | SD |
| 1.   | 19PG1CA3    | Marketing Principles & Practices | Unit I: Evolving of modern   | 10%                         |                   |           |   |   | ✓ | ✓           |      |    |

| S.No | Course Code | Course Title             | No & Title of units Revised   | % of Revision | Need for Revision | Relevance To* | Slope for** |
|------|-------------|--------------------------|---|---------------|-------------------|---------------|-------------|
|      |             |                          | with the Revised Content specified if it is not the whole unit.   |               |                   | L R N G       | Emp Ensd    |
|      |             |                          | Marketing concepts, factors, implementation, benefits social marketing are added  |               |                   |               |             |
| 2.   | 19P620A7    | Advanced Cost Accounting | Unit III: EBR, Profit on contracts, Escalation clause, are excluded.  | 10%           |                   |               | ✓ ✓         |
| 3.   | 21PG10A4    | Programming in C++       | Unit II: Implicit Conversion is excluded.<br>Unit III: Returning Object, Constructors, Member Function, Pointers to members, Local classes are excluded.<br>Unit IV: Some other operator overloading are removed. | 10%           |                   |               | ✓ ✓         |



#### 4. New Courses Introduced for 2022-2023,

| S.No | Course Code | Course Title                 | Relevance 10* |   |   |   | Scope For # |        |    | Need for Introduction    |
|------|-------------|------------------------------|---------------|---|---|---|-------------|--------|----|--------------------------|
|      |             |                              | L             | R | N | G | Emp         | Entire | SD |                          |
| 1.   | 22CA2EDC    | Financial Accounting & Tally |               |   | ✓ |   |             | ✓      |    | To update the curriculum |
| 2.   | 22PC4CAE1   | Digital Commerce             |               |   |   |   | ✓           | ✓      |    | To update the curriculum |
| 3.   | 22PADCA     | Advanced HTML5               |               |   |   |   | ✓           | ✓      |    | To update the curriculum |

5. Introduction of purely skill-Embedded certificate/ Diploma/Advanced Diploma value-Added course other than the value-Added course that is already being offered. - Nil.

6. Approval of Ph.D course work syllabus - Nil.

7. Rubrics for Project.

| S.No. | C1 - 20 Marks              | C2 - 20 Marks               | CIA Total<br>40 Marks | External<br>60 Marks.                      |
|-------|----------------------------|-----------------------------|-----------------------|--|
| 1.    | Cooperation & presentation | Content & Critical Thinking | 40 Marks              | Contents, Tools, Presentation & Viva Voce. |

\* L - Local, \* R - Regional, \* N - National, \* G - Global  
 # Employability, # Entrepreneurship, # Skill Development.  
 Rubrics for Internships.

| S.No | C1 - 20 Marks        | C2 - 20 Marks | CIA Total<br>40 Marks | External<br>60 Marks.                                 |
|------|----------------------|---------------|-----------------------|---|
| 1.   | Report<br>Submission | Presentation  | 40 Marks              | Content,<br>Attendance,<br>Punctuality<br>& Viva-Voce |

8. Details of Active MOUs - Nil

9. Other Suggestions.

Investment Management course title has to be changed as Security Analysis and Portfolio Management.

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M. Priya

M. Latha

17/3/2022

## **VISION OF THE DEPARTMENT**

Inspire and empower women to become self-sustained and innovative leaders in the field of Commerce and Computer Applications through Valued Based Education and Training.

## **MISSION OF THE DEPARTMENT**

- To train and enrich the students with employable skills required in the field of commerce.
- To provide an opportunity to the pupils to get developed into competent and qualified entrepreneur.
- To aim for the holistic development of the students to contribute to the success of organisations and society at large.

## **PROGRAMME EDUCATIONAL OBJECTIVES (PEO)**

|             |   |
|-------------|---|
| <b>PEO1</b> | Our graduates will be academic, digital and information literates; creative, inquisitive, innovative and committed researchers who would be desirous for the “more” in all aspects  |
| <b>PEO2</b> | They will be efficient individual and team performers who would deliver excellent professional service exhibiting progress, flexibility, transparency, accountability and in taking up initiatives in their professional work |
| <b>PEO3</b> | The graduates will be effective managers of all sorts of real – life and professional circumstances, making ethical decisions, pursuing excellence within the time framework and demonstrating apt leadership skills          |
| <b>PEO4</b> | They will engage locally and globally evincing social and environmental stewardship demonstrating civic responsibilities and employing right skills at the right moment.  |

## GRADUATE ATTRIBUTES (GA)

Fatima College empowers her women graduates holistically. A Fatimite achieves all-round empowerment by acquiring Social, Professional and Ethical competencies. A graduate would sustain and nurture the following attributes:

| <b>I.SOCIAL COMPETENCE</b> |   |
|----------------------------|---|
| <b>GA 1</b>                | Deep disciplinary expertise with a wide range of academic and digital literacy  |
| <b>GA 2</b>                | Hone creativity, passion for innovation and aspire excellence   |
| <b>GA 3</b>                | Enthusiasm towards emancipation and empowerment of humanity   |
| <b>GA 4</b>                | Potentials of being independent   |
| <b>GA 5</b>                | Intellectual competence and inquisitiveness with problem solving abilities befitting the field of research  |
| <b>GA 6</b>                | Effectiveness in different forms of communications to be employed in personal and professional environments through varied platforms  |
| <b>GA 7</b>                | Communicative competence with civic, professional and cyber dignity and decorum   |
| <b>GA 8</b>                | Integrity respecting the diversity and pluralism in societies, cultures and religions   |
| <b>GA 9</b>                | All – inclusive skill - sets to interpret, analyse and solve social and environmental issues in diverse environments  |
| <b>GA 10</b>               | Self-awareness that would enable them to recognise their uniqueness through continuous self-assessment in order to face and make changes building their strengths and improving on their weaknesses |

|                                    |   |
|------------------------------------|---|
| <b>GA 11</b>                       | Finesse to co-operate exhibiting team-spirit while working in groups to achieve goals                                   |
| <b>GA 12</b>                       | Dexterity in self-management to control their selves in attaining the kind of life that they dream for                  |
| <b>GA 13</b>                       | Resilience to rise up instantly from their intimidating setbacks  |
| <b>GA 14</b>                       | Virtuosity to use their personal and intellectual autonomy in being life-long learners                                  |
| <b>GA 15</b>                       | Digital learning and research attributes  |
| <b>GA 16</b>                       | Cyber security competence reflecting compassion, care and concern towards the marginalised                              |
| <b>GA 17</b>                       | Rectitude to use digital technology reflecting civic and social responsibilities in local, national and global scenario |
| <b>II. PROFESSIONAL COMPETENCE</b> |   |
| <b>GA 18</b>                       | Optimism, flexibility and diligence that would make them professionally competent                                       |
| <b>GA 19</b>                       | Prowess to be successful entrepreneurs and employees of trans-national societies  |
| <b>GA 20</b>                       | Excellence in Local and Global Job Markets  |
| <b>GA 21</b>                       | Effectiveness in Time Management  |
| <b>GA 22</b>                       | Efficiency in taking up Initiatives   |
| <b>GA 23</b>                       | Eagerness to deliver excellent service  |
| <b>GA 24</b>                       | Managerial Skills to Identify, Commend and tap Potentials   |
| <b>III. ETHICAL COMPETENCE</b>     |   |

|                  |   |
|------------------|---|
| <b>GA<br/>25</b> | Integrity and discipline in bringing stability leading a systematic life promoting good human behaviour to build better society |
| <b>GA<br/>26</b> | Honesty in words and deeds  |
| <b>GA<br/>27</b> | Transparency revealing one's own character as well as self-esteem to lead a genuine and authentic life                          |
| <b>GA<br/>28</b> | Social and Environmental Stewardship  |
| <b>GA<br/>29</b> | Readiness to make ethical decisions consistently from the galore of conflicting choices paying heed to their conscience         |
| <b>GA<br/>30</b> | Right life skills at the right moment   |

## **PROGRAMME OUTCOMES (PO)**

The learners will be able to:

|                 |   |
|-----------------|---|
| <b>PO<br/>1</b> | Gain in-depth knowledge to understand, analyse and apply it to develop subject competency                                 |
| <b>PO<br/>2</b> | Criticize historical, cultural, social, political, economic, literary concepts and perspectives that shape the world.     |
| <b>PO<br/>3</b> | Enhance creative, critical, media, entrepreneurial and social skills consequently becoming socially responsible citizens. |
| <b>PO<br/>4</b> | Acquire research skills and pursue higher studies and research  |
| <b>PO<br/>5</b> | Foresee the historical, socio-cultural, economic and literary changes and challenges.                                     |

|                 |  |
|-----------------|--|
| <b>PO<br/>6</b> | Synthesize ideas from various disciplines and enhance problem solving, analytical skills and apply them for their professional roles     |
| <b>PO<br/>7</b> | Identify and asses Societal challenges women's issues in specific, in the local, regional, national, global levels and explore solutions |

### **PROGRAMME SPECIFIC OUTCOMES (PSO)**

On completion (after two years) of M.Com CA Pogramme, the graduates would be able to

|                  |  |
|------------------|--|
| <b>PSO<br/>1</b> | To Understand the concepts and their applications in the field of Commerce and Computer.   |
| <b>PSO<br/>2</b> | To identify, analyse and solve the problems of various issues of Commerce and Computer Application through different tools and techniques. |
| <b>PSO<br/>3</b> | To acquire practical exposures which would equip them to face the modern-day challenges in commerce and business.                          |
| <b>PSO<br/>4</b> | To Solve problems using computer programming and getting familiar with the emerging concepts of Commerce and Computer.                     |
| <b>PSO<br/>5</b> | To Give adequate exposure in research.   |
| <b>PSO<br/>6</b> | To Acquire necessary skills to manage various positions in the corporate sector.   |

**FATIMA COLLEGE (AUTONOMOUS), MADURAI-18**  
**DEPARTMENT OF COMMERCE WITH COMPUTER APPLICATIONS**  
*For those who joined in June 2019 onwards*

**MAJOR CORE – 70 CREDITS**

**PROGRAMME CODE: PSCC**

| <b>S.No</b> | <b>SE M.</b> | <b>COURSE CODE</b> | <b>COURSE TITLE</b>                    | <b>HR S</b> | <b>CREDI TS</b> | <b>CI A Mks</b> | <b>ES E Mks</b> | <b>TO T. MK S</b> |
|-------------|--------------|--------------------|--|-------------|-----------------|-----------------|-----------------|-------------------|
| <b>1.</b>   | <b>I</b>     | 19PG1CA1           | Financial Management                   | 6           | 4               | 40              | 60              | 100               |
| <b>2.</b>   |              | 19PG1CA2           | Accounting for Decision Making         | 6           | 4               | 40              | 60              | 100               |
| <b>3.</b>   |              | 19PG1CA3           | Marketing Principles and Practices     | 6           | 4               | 40              | 60              | 100               |
| <b>4.</b>   |              | 21PG1CA4           | Programming in C++ & Lab I             | 6           | 4               | 40              | 60              | 100               |
| <b>5.</b>   | <b>II</b>    | 19PG2CA5           | Business Statistical Methods           | 6           | 4               | 40              | 60              | 100               |
| <b>6.</b>   |              | 19PG2CA6           | International Business                 | 6           | 4               | 40              | 60              | 100               |
| <b>7.</b>   |              | 19PG2CA7           | Advanced Cost Accounting               | 6           | 4               | 40              | 60              | 100               |
| <b>8.</b>   |              | 21PG2CA8           | Introduction to Web Designing & Lab II | 6           | 4               | 40              | 60              | 100               |
| <b>9.</b>   | <b>III</b>   | 21PG3CA9           | Web Programming in PHP & Lab III       | 6           | 4               | 40              | 60              | 100               |
| <b>10.</b>  |              | 19PG3CA10          | Research design and Methodology        | 6           | 4               | 40              | 60              | 100               |
| <b>11.</b>  |              | 19PG3CA11          | Direct Taxes                           | 6           | 5               | 40              | 60              | 100               |

|              |           |               |   |                 |           |    |    |     |
|--------------|-----------|---------------|---|-----------------|-----------|----|----|-----|
| <b>12.</b>   |           | 19PG3CA1<br>2 | Operations<br>Research  | 6               | 5         | 40 | 60 | 100 |
| <b>13.</b>   |           |               | Library/Sem<br>inar   | 2               | -         | -  | -  | -   |
| <b>14.</b>   | <b>IV</b> | 19PG4CA1<br>3 | Personnel<br>Management   | 6               | 5         | 40 | 60 | 100 |
| <b>15.</b>   |           | 19PG4CA1<br>4 | Advanced<br>Company<br>Accounts                                       | 6               | 5         | 40 | 60 | 100 |
| <b>16.</b>   |           | 19PG4CA1<br>5 | Women<br>Entrepreneu<br>rship and<br>Small<br>Business<br>Enterprises | 6               | 5         | 40 | 60 | 100 |
| <b>17.</b>   |           | 21PG4CA1<br>6 | Java<br>Programmin<br>g & Lab IV                                      | 3               | 5         | 40 | 60 | 100 |
| <b>18.</b>   |           |               | Library/Sem<br>inar   | 2               | -         | -  | -  | -   |
| <b>Total</b> |           |               |   | <b>12<br/>0</b> | <b>90</b> |    |    |     |

**MAJOR ELECTIVE / EXTRA DEPARTMENTAL COURSE / INTERNSHIP/  
PROJECT -20 CREDITS**

| S.No         | SEM. | COURSECODE          | COURSE TITLE   | HR S      | CREDI TS  | CI A Mks | ES E Mks | TO T. Mks |
|--------------|------|---------------------|--|-----------|-----------|----------|----------|-----------|
| 1.           | I    | 21CA1EDC            | Electronic Banking                                   | 3         | 3         | 40       | 60       | 100       |
| 2.           | II   | 21CA2EDC            | Financial Accounting & Tally                         | 3         | 3         | 40       | 60       | 100       |
| 3.           | III  | 19PG3CAE1/E2        | Investment Management / Software Analysis And Design | 4         | 4         | 40       | 60       | 100       |
| 4.           |      | 19PG3CASI1          | Summer Internship                                    | -         | 3         | 40       | 60       | 100       |
| 5.           | IV   | 19PG4CAE3/22PG4CAE4 | Retail Marketing Management / Digital Commerce       | 4         | 4         | 40       | 60       | 100       |
| 6.           |      | 19PG4CAPR           | Project  | -         | 3         | 40       | 60       | 100       |
| <b>TOTAL</b> |      |                     |  | <b>14</b> | <b>20</b> |          |          |           |

### OFF-CLASS PROGRAMMES

### ADD-ON COURSES

| <b>COURSE CODE</b> | <b>COURSES</b>  | <b>HRS</b> | <b>CREDITS</b> | <b>SEMESTER IN WHICH THE COURSE IS OFFERED</b> | <b>CIA MKS</b> | <b>ESE MKS</b> | <b>TOTAL MARKS</b> |
|--------------------|---|------------|----------------|--|----------------|----------------|--------------------|
| 19PADSS            | <b>SOFT SKILLS</b>  | 40         | 3              | I  | 40             | 60             | 100                |
| 19PADCA            | <b>COMPUTER APPLICATIONS</b> (Dept. Specific Course)  | 40         | 4              | II   | 40             | 60             | 100                |
| 19PADCV            | <b>COMPREHENSIVE VIVA</b><br>(Question bank to be prepared for all the courses by the respective course teachers) | -          | 2              | IV   | -              | -              | 100                |
| 19PADRC            | <b>READING CULTURE</b>  | 10         | 1              | I-IV   | -              | -              | -                  |
| <b>TOTAL</b>       |   |            | <b>10</b>      |  |                |                |                    |

#### **EXTRA CREDIT COURSES**

| <b>COURSE CODE</b> | <b>COURSES</b>          | <b>HR S.</b> | <b>CREDITS</b> | <b>SEMESTER IN WHICH THE COURSE IS OFFERED</b> | <b>CIA MKS</b> | <b>ESE MKS</b> | <b>TOTAL MARKS</b> |
|--------------------|-------------------------|--------------|----------------|--|----------------|----------------|--------------------|
| 21PG1CASLIT1       | Supply Chain Management | -            | 2              | I  | 40             | 60             | 100                |

|                |  |   |   |     |                   |         |     |
|----------------|--|---|---|-----|-------------------|---------|-----|
| 21PG2CASL2     | Financial Market   | - | 2 | II  | 40                | 60      | 100 |
| 21PG3CASLE3    | Industrial Economics And Labour Laws   | - | 2 | III | 40                | 60      | 100 |
| 21PGCA4SLMS W4 | Introduction to Social Entrepreneurship  | - | 2 | IV  | 40                | 60      | 100 |
|                | <b>MOOC COURSES / International Certified online Courses</b> (Department Specific Courses/any other courses) * Students can opt other than the listed course from UGC-SWAYAM /UGC /CEC |   |   | -   | Minimum 2 Credits | I - I V | - - |

- **Summer Internship:**

- Duration-1 month (2<sup>nd</sup> Week of May to 2<sup>nd</sup> week of June-before college reopens)

- **Project:**

- Off class
- Evaluation components-Report writing + Viva Voce (Internal marks-40) + External marks 60

- **EDC:**

Syllabus should be offered for two different batches of students from other than the parent department in Sem-I & Sem-II

**I M.COMCA**  
**EXTRA DEPARTMENTAL COURSE**  
**For those who joined in 2022 onwards**

| <b>PROGRAM<br/>ME CODE</b> | <b>COURSE<br/>CODE</b> | <b>COURSE<br/>TITLE</b>                        | <b>CATEGORY</b>        | <b>HRS/<br/>WEEK</b> | <b>CREDIT<br/>S</b> |
|----------------------------|------------------------|--|------------------------|----------------------|---------------------|
| <b>PSCC</b>                | <b>22CA2EDC</b>        | <b>Financial<br/>Accounting<br/>&amp;Tally</b> | <b>PRACTICAL<br/>S</b> | <b>3</b>             | <b>3</b>            |

**COURSE DESCRIPTION**

This course is designed to equip students with current developments in small and medium business ,assisting companies with their accounting needs.

**COURSE OBJECTIVES**

Provide students to impart knowledge regarding concepts of Financial Accounting Tally is an accounting package which is used for learning to maintain accounts.

**UNIT 1: INTRODUCTION(9 HRS)**

Introduction-Financial Accounting-Golden rules of accounting-Concepts and Conventions-Creation of a company –creating groups and ledger- Display of Trial Balance

**UNIT II: ACCOUNTING VOUCHER(9 HRS)**

Creating accounting voucher for purchase, sales, debit note, credit note, Receipt&payment voucher.

**UNIT III: TALLY INVENTORY(9 HRS)**

Inventory masters – Important housekeeping – creating, displaying &Altering, stock groups and stock categories

**UNIT IV: INVENTORY REPORTS (9 HRS)**

Interest calculation ,Cost centre Cost category, stock group summary

**UNIT V:BILL WISE DETAILS (9 HRS)**

Bill-wise details – Interest calculation-Activate Bill wise processing –  
Display outstanding statements advance

**Text Book:**

1.Advanced Accountancy, T.S.Reddy&A.Murthy,Margham publications,1st edition,2007

2.K.K.Nadhani, Accounting With Tally, Bpb Publications, 2017.

**INTERNAL - PG**

| Levels         | C1            | C2            | C3                | C4                  | C5              | Total Scholastic Marks | Non Scholastic Marks C6 | CIA Total | % of Assessment |
|----------------|---------------|---------------|-------------------|---------------------|-----------------|------------------------|-------------------------|-----------|-----------------|
|                | T1<br>10 Mks. | T2<br>10 Mks. | Seminar<br>5 Mks. | Assignment<br>5 Mks | OBT/PT<br>5 Mks | 35 Mks.                | 5 Mks.                  | 40Mks.    |                 |
| K2             | 4             | 4             | -                 | -                   | -               | 8                      | -                       | 8         | 20 %            |
| K3             | 2             | 2             | -                 | 5                   | -               | 9                      | -                       | 9         | 22.5 %          |
| K4             | 2             | 2             | -                 | -                   | 5               | 9                      | -                       | 9         | 22.5 %          |
| K5             | 2             | 2             | 5                 | -                   | -               | 9                      | -                       | 9         | 22.5 %          |
| Non Scholastic | -             | -             | -                 | -                   | -               |                        | 5                       | 5         | 12.5 %          |
| <b>Total</b>   | <b>10</b>     | <b>10</b>     | <b>5</b>          | <b>5</b>            | <b>5</b>        | <b>35</b>              | <b>5</b>                | <b>40</b> | <b>100 %</b>    |

## End Semester - PG

| Levels       | Section A<br>10Mks | Section B<br>20Mks. | Section C<br>10Mks | Section D<br>10Mks | Section E<br>10Mks. | Total<br>60Mks. |              |
|--------------|--------------------|---------------------|--------------------|--------------------|---------------------|-----------------|--------------|
| K2           | 10                 | 5                   | -                  | -                  | -                   | 15              | 25 %         |
| K3           | -                  | 5                   | 10                 | -                  | -                   | 15              | 25 %         |
| K4           | -                  | 5                   | -                  | -                  | 10                  | 15              | 25 %         |
| K5           | -                  | 5                   | -                  | 10                 | -                   | 15              | 25 %         |
| <b>Total</b> | <b>10</b>          | <b>20</b>           | <b>10</b>          | <b>10</b>          | <b>10</b>           | <b>60</b>       | <b>100 %</b> |

| <b>CIA</b>            |           |
|-----------------------|-----------|
| <b>Scholastic</b>     | <b>35</b> |
| <b>Non Scholastic</b> | <b>5</b>  |
|                       | <b>40</b> |

### EVALUATION PATTERN

| SCHOLASTIC |    |    |    |    | NON - SCHOLASTIC | MARKS |     |       |
|------------|----|----|----|----|------------------|-------|-----|-------|
| C1         | C2 | C3 | C4 | C5 | C6               | CIA   | ESE | Total |
| 10         | 10 | 5  | 5  | 5  | 5                | 40    | 60  | 100   |

- **PG CIA Components**

**Nos**

|           |                      |     |   |        |
|-----------|----------------------|-----|---|--------|
| <b>C1</b> | - Test (CIA 1)       | 1   | - | 10 Mks |
| <b>C2</b> | - Test (CIA 2)       | 1   | - | 10 Mks |
| <b>C3</b> | - Assignment         | 2 * | - | 5 Mks  |
| <b>C4</b> | - Open Book Test/PPT | 2 * | - | 5 Mks  |
| <b>C5</b> | - Seminar            | 1   | - | 5 Mks  |
| <b>C6</b> | - Attendance         |     | - | 5 Mks  |

***\*The best out of two will be taken into account***

## **COURSE OUTCOMES**

On the successful completion of the course, students will be able to:

| <b>NO.</b>  | <b>COURSE OUTCOMES</b>   |
|-------------|--|
| <b>CO 1</b> | Create companies using Tally ERP                                       |
| <b>CO 2</b> | Use features effectively and navigate between functional keys          |
| <b>CO 3</b> | Create vouchers and invoices and use GST in preparing taxable invoices |
| <b>CO 4</b> | Conduct financial statements analysis, using MIS                       |
| <b>CO 5</b> | Help organizations in extracting inventory information                 |

## Mapping COs Consistency with POs

| CO/<br>PO | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 |
|-----------|-----|-----|-----|-----|-----|-----|
| CO1       | 3   | 2   | 3   | 2   | 3   | 3   |
| CO2       | 3   | 3   | 3   | 3   | 2   | 3   |
| CO3       | 3   | 2   | 3   | 2   | 2   | 2   |
| CO4       | 3   | 3   | 3   | 2   | 3   | 3   |
| CO5       | 3   | 3   | 3   | 3   | 3   | 3   |

**Note:** ♦ Strongly Correlated – 3      ♦ Moderately Correlated – 2  
♦ Weakly Correlated -1

**COURSE DESIGNER:**

*P. Sakunthala*

**Dr.P.Sakunthala**

**Forwarded By**

*M. A. e*

**I M.COMCA**  
**EXTRA DEPARTMENTAL COURSE**  
**For those who joined in 2022 onwards**

| <b>PROGRAM<br/>ME CODE</b> | <b>COURSE<br/>CODE</b> | <b>COURSE<br/>TITLE</b>                        | <b>CATEGORY</b>        | <b>HRS/<br/>WEEK</b> | <b>CREDIT<br/>S</b> |
|----------------------------|------------------------|--|------------------------|----------------------|---------------------|
| <b>PSCC</b>                | <b>22CA2EDC</b>        | <b>Financial<br/>Accounting<br/>&amp;Tally</b> | <b>PRACTICAL<br/>S</b> | <b>3</b>             | <b>3</b>            |

**COURSE DESCRIPTION**

This course is designed to equip students with current developments in small and medium business ,assisting companies with their accounting needs.

**COURSE OBJECTIVES**

Provide students to impart knowledge regarding concepts of Financial Accounting Tally is an accounting package which is used for learning to maintain accounts.

**UNIT 1: INTRODUCTION(9 HRS)**

Introduction-Financial Accounting-Golden rules of accounting-Concepts and Conventions-Creation of a company –creating groups and ledger- Display of Trial Balance

**UNIT II: ACCOUNTING VOUCHER(9 HRS)**

Creating accounting voucher for purchase, sales, debit note, credit note, Receipt&payment voucher.

**UNIT III: TALLY INVENTORY(9 HRS)**

Inventory masters – Important housekeeping – creating, displaying &Altering, stock groups and stock categories

**UNIT IV: INVENTORY REPORTS (9 HRS)**

Interest calculation ,Cost centre Cost category, stock group summary

**UNIT V:BILL WISE DETAILS (9 HRS)**

Bill-wise details – Interest calculation-Activate Bill wise processing –  
Display outstanding statements advance

**Text Book:**

1.Advanced Accountancy, T.S.Reddy&A.Murthy,Margham publications,1st edition,2007

2.K.K.Nadhani, Accounting With Tally, Bpb Publications, 2017.

**INTERNAL - PG**

| Levels         | C1            | C2            | C3                | C4                  | C5              | Total Scholastic Marks | Non Scholastic Marks C6 | CIA Total | % of Assessment |
|----------------|---------------|---------------|-------------------|---------------------|-----------------|------------------------|-------------------------|-----------|-----------------|
|                | T1<br>10 Mks. | T2<br>10 Mks. | Seminar<br>5 Mks. | Assignment<br>5 Mks | OBT/PT<br>5 Mks | 35 Mks.                | 5 Mks.                  | 40Mks.    |                 |
| K2             | 4             | 4             | -                 | -                   | -               | 8                      | -                       | 8         | 20 %            |
| K3             | 2             | 2             | -                 | 5                   | -               | 9                      | -                       | 9         | 22.5 %          |
| K4             | 2             | 2             | -                 | -                   | 5               | 9                      | -                       | 9         | 22.5 %          |
| K5             | 2             | 2             | 5                 | -                   | -               | 9                      | -                       | 9         | 22.5 %          |
| Non Scholastic | -             | -             | -                 | -                   | -               |                        | 5                       | 5         | 12.5 %          |
| <b>Total</b>   | <b>10</b>     | <b>10</b>     | <b>5</b>          | <b>5</b>            | <b>5</b>        | <b>35</b>              | <b>5</b>                | <b>40</b> | <b>100 %</b>    |

## End Semester - PG

| Levels       | Section A<br>10Mks | Section B<br>20Mks. | Section C<br>10Mks | Section D<br>10Mks | Section E<br>10Mks. | Total<br>60Mks. |              |
|--------------|--------------------|---------------------|--------------------|--------------------|---------------------|-----------------|--------------|
| K2           | 10                 | 5                   | -                  | -                  | -                   | 15              | 25 %         |
| K3           | -                  | 5                   | 10                 | -                  | -                   | 15              | 25 %         |
| K4           | -                  | 5                   | -                  | -                  | 10                  | 15              | 25 %         |
| K5           | -                  | 5                   | -                  | 10                 | -                   | 15              | 25 %         |
| <b>Total</b> | <b>10</b>          | <b>20</b>           | <b>10</b>          | <b>10</b>          | <b>10</b>           | <b>60</b>       | <b>100 %</b> |

| <b>CIA</b>            |           |
|-----------------------|-----------|
| <b>Scholastic</b>     | <b>35</b> |
| <b>Non Scholastic</b> | <b>5</b>  |
|                       | <b>40</b> |

### EVALUATION PATTERN

| SCHOLASTIC |    |    |    |    | NON - SCHOLASTIC | MARKS |     |       |
|------------|----|----|----|----|------------------|-------|-----|-------|
| C1         | C2 | C3 | C4 | C5 | C6               | CIA   | ESE | Total |
| 10         | 10 | 5  | 5  | 5  | 5                | 40    | 60  | 100   |

- **PG CIA Components**

**Nos**

|           |                      |     |   |        |
|-----------|----------------------|-----|---|--------|
| <b>C1</b> | - Test (CIA 1)       | 1   | - | 10 Mks |
| <b>C2</b> | - Test (CIA 2)       | 1   | - | 10 Mks |
| <b>C3</b> | - Assignment         | 2 * | - | 5 Mks  |
| <b>C4</b> | - Open Book Test/PPT | 2 * | - | 5 Mks  |
| <b>C5</b> | - Seminar            | 1   | - | 5 Mks  |
| <b>C6</b> | - Attendance         |     | - | 5 Mks  |

***\*The best out of two will be taken into account***

## **COURSE OUTCOMES**

On the successful completion of the course, students will be able to:

| <b>NO.</b>  | <b>COURSE OUTCOMES</b>   |
|-------------|--|
| <b>CO 1</b> | Create companies using Tally ERP                                       |
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## Mapping COs Consistency with POs

| CO/<br>PO | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 |
|-----------|-----|-----|-----|-----|-----|-----|
| CO1       | 3   | 2   | 3   | 2   | 3   | 3   |
| CO2       | 3   | 3   | 3   | 3   | 2   | 3   |
| CO3       | 3   | 2   | 3   | 2   | 2   | 2   |
| CO4       | 3   | 3   | 3   | 2   | 3   | 3   |
| CO5       | 3   | 3   | 3   | 3   | 3   | 3   |

**Note:** ♦ Strongly Correlated – 3      ♦ Moderately Correlated – 2  
♦ Weakly Correlated -1

**COURSE DESIGNER:**

*P. Sakunthala*

**Dr.P.Sakunthala**

**Forwarded By**

*M. A. e*