



Progressive Education Society's  
Modern College of Arts, Science and Commerce, Ganeshkhind, Pune - 16

## Board of Studies in Cost & Works Accounting

S.Y.B.Com. Semester- III

Subject: Cost Accounting and Material Cost – I (Course Code: 23-COB236 (a))

Total Credits: 04 (Theory 03 + Practical 01=04)

### Objectives:

1. To equip the students to understand the basic concepts of cost.
2. To understand the classification of cost.
3. To facilitate students to prepare a cost sheet.
4. To enable the students to understand, and apply the techniques of inventory control.

Unit No.	Unit Title	Contents	Skills to be developed
1	Basics of Cost & Management Accounting	<ul style="list-style-type: none"><li>• Origin of Costing.</li><li>• Concept of Cost, Costing, Cost Accounting and Cost Accountancy</li><li>• Objectives of Cost Accounting.</li><li>• Advantages &amp; Limitations of Costing.</li><li>• Difference between Financial Accounting and Cost Accounting.</li><li>• Introduction of Management Accounting</li></ul>	<ul style="list-style-type: none"><li>• To understand the limitations of financial Accounting.</li><li>• To understand the concept of cost, costing and cost accounting.</li></ul>



2	Elements of Cost	<ul style="list-style-type: none"> <li>• Cost Units, Cost Centers and Revenue Center</li> <li>• Role of a Cost accountant in an organization</li> <li>• Material, Labour and other Expenses.</li> <li>• Classification of Costs.</li> </ul>	<ul style="list-style-type: none"> <li>• To Understand the classification of cost</li> <li>• To trace the cost to cost centers and cost units.</li> <li>• To identify role of cost accountant in an organisation</li> </ul>
3	Direct Cost and Cost sheet	<ul style="list-style-type: none"> <li>• Direct cost concepts</li> <li>• Preparation of Cost Sheet</li> <li>• Tender, Quotation and Estimates.</li> </ul>	<ul style="list-style-type: none"> <li>• To Understand different elements of cost</li> <li>• To be able to prepare a cost sheet</li> </ul>
4	Material Management	<ul style="list-style-type: none"> <li>• Need and Essentials of Material Control.</li> <li>• Methods of Inventory control</li> <li>• Stock Levels.</li> <li>• Economic Order Quantity (EOQ).</li> <li>• ABC analysis</li> <li>• Perpetual and Periodic Inventory Control</li> <li>• Physical verification               <ul style="list-style-type: none"> <li>○ Inventory Turnover Ratio</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• To understand the different methods of inventory control.</li> <li>• To calculate EOQ , stock levels and inventory ratio</li> </ul>





### Teaching Methodology

Unit No	Total Lectures	Innovative Methods to be used	Films Shows and AV Applications	Practical	Expected Outcome
1	16	PowerPoint Presentations, Group discussions	YouTube Lectures and relevant multimedia CD)	Poster Presentation	To remember and understand the basic concept of cost accounting. Development of an overall outlook of Cost Accounting
2.	10	PPT, Quiz		Visit small industries to develop an understanding of various cost inputs	Ability to understand elements of cost
3	10	PPT, Quiz		Visit small industries to develop an understanding of various cost inputs	Ability to prepare a cost sheet.
4	12	Invite a storekeeper in the classroom to provide practical knowledge about inventory control		Visit small units and understand which methods are used for inventory control.	Understanding methods used for controlling the inventory.

### Methods of Evaluation

Subject	Internal Evaluation	External Evaluation	Suggested Add-On Course
Unit I	Multiple Choice Questions, Written Test, Internal Examination, PowerPoint Presentations, Orals, Assignments, Tutorials etc.	Modern College Ganeshkhind	Two industrial visits and subsequently reports on the visits.
Unit II			
Unit III			
Unit IV			



### References

Sr. No	Titles of the Book	Names of Authors	Names of Publisher	Place
01	Cost Accounting- Principles & Practices	Jawahar Lal & Seema Shrivastava	Tata Mcgraw Hill	New Delhi
02	Advanced Cost Accounting And Cost Systems	Ravi M Kishor:	Taxmann	New Delhi
03	Cost Accounting Theory And Problems	S. N. Maheshwari	Mittal Shree Mahavir Book Depot.	New Delhi
04	Advanced Cost Accounting	Jain and Narang	Kalyani Publication	New Delhi
05.	Horngren's Cost Accounting- A Managerial Emphasis	Srikant M Datar & Madhav V Rajan	Pearson	Noida Up
06	Cost Accounting- Principles & Practices	Dr. M.N. Arora	Vikas Publishing House,	New Delhi
07	Advanced Cost Accounting	Dr. D. M. Gujarathi	Idol Publication	Pune
08	Advanced Cost Accounting	Dr. Kishor. M. Jagtap	Tech-Max Publication	Pune
09	Cost Accounting Principles And Practice	Jain and Narang	Kalyani Publication	New Delhi
10	Principles and Practice of Cost Accounting	N.K Prasad	Booksyndicate Private Ltd	Kolkata
11	Cost Accounting: Methods and problems	B.K.Bhar	Academic Publications	Kolkata

### Web References

Sr. No	Lectures	Films	Powerpoint presentations	Articles
For	Guest Lectures by	YouTube	Relevant	Articles from the Professional





all the units.	Field Personnel such as working executives from industries and of practicing Cost and Management Accountants.	films showing the working of different industries	Powerpoint presentations are available on all these topics.	Journals such as The Management Accountant, The Chartered Accountant, The Chartered Secretary, The Institute of Chartered Financial Analyst of India
----------------	---	---	---	--

**Notes: The breakup of marks in the Examination will be as follows:**

1. 50 % of the Total marks are assigned for Theory purpose whereas rest 50 % of the total marks is allotted for Numerical Problems.
2. Numerical Problems will be of Simple nature only.
3. **Areas of Practical Problems:**
  - Preparation of Cost Sheet, Tender, Quotation and Estimates.
  - EOQ and Stock level.
  - Inventory Turnover Ratios.

*mr. ch*

**Chairman**

**BOS (Cost & Works Accounting)**



**Progressive Education Society's**  
**Modern College of Arts, Science and Commerce, Ganeshkhind, Pune - 16**

**S.Y.B.Com. Semester - IV**  
**Subject: Labour Cost – II (Course Code: 23-COB246 (a))**  
**Total Credits: 04 (Theory 03 + Practical 01=04)**

**Objectives:**

- To know the documents that are used in the Purchase department and stores.
- To understand how to calculate the issuing price of material.
- To impart the knowledge of classification and codification.
- To equip the students with the knowledge of ascertainment of labour cost.
- To understand the concept of payroll, merit rating and labor turnover.
- To understand recent trends in cost accounting.

Unit No.	Unit Title	Contents	Skills to be developed
1.	Material Accounting	<ul style="list-style-type: none"> <li>• Functions of the Purchase Department.</li> <li>• Purchase Procedure /Policy</li> <li>• Store Location and Layout.</li> <li>• Classification and Codification of Material.</li> <li>• Stores and Material Records.</li> <li>• Bin Card &amp; Store Ledger etc.</li> <li>• Issue of Material and Pricing Methods for Issue of Material: FIFO. LIFO                             <ul style="list-style-type: none"> <li>▪ Simple Average,</li> <li>▪ Weighted Average</li> </ul> </li> <li>• Use of computer in store Accounting.</li> </ul>	<ul style="list-style-type: none"> <li>• To understand</li> <li>• the purchase procedure and its documentation</li> <li>• To understand different pricing methods used for issuing the material.</li> <li>• To gain knowledge about the documents used in store departments.</li> </ul>
2	Labour cost and Payroll	<ul style="list-style-type: none"> <li>• Meaning and definition of wages. Difference Between Wages and Salary</li> <li>• Records and methods - time keeping and time booking.</li> <li>• Methods of Wage Payment Time rate system., Piece rate system.</li> <li>• Taylor's differential piece rate system. Incentive Plan.</li> <li>• Halsey Plan. Rowan Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• To Understand the difference between salary and wages.</li> <li>• To know the methods of time keeping and time booking.</li> <li>• To enable the student to calculate wages and incentives.</li> </ul>





		<ul style="list-style-type: none"> <li>Taylor's differential piece rate system. Incentive Plan.</li> <li>Halsey Plan. Rowan Plan.</li> <li>Group Bonus scheme. Performance based incentive plan. Payroll meaning and components</li> </ul>	<ul style="list-style-type: none"> <li>To enable the student to calculate wages and incentives.</li> <li>To understand meaning and components of payroll</li> </ul>
3	Other Aspects of Labour	<ul style="list-style-type: none"> <li>Labour Turnover.</li> <li>Job Analysis &amp; Job Evaluation.</li> <li>Merit Rating.</li> </ul>	<ul style="list-style-type: none"> <li>To understand the labour turnover, job analysis and evaluation</li> </ul>
4.	Introduction to JIT, CAM and ERP.	<ul style="list-style-type: none"> <li>Introduction to- Just In Time(JIT) CAM (Computer Aided Manufacturing) Enterprise Resource Planning (ERP)</li> <li>Contract manufacturing</li> </ul>	<ul style="list-style-type: none"> <li>Recent trends in cost and management accounting</li> </ul>

### Teaching Methodology

Unit No.	Total Lectures	Innovative Methods to be used	Films Shows and AV Applications	Project	Expected Outcome
1	16	Invite a storekeeper in the classroom to provide practical knowledge about which records are to be maintained in the store department and pricing methods for issue of material	YouTube Lectures and relevant multimedia compact discs(CD)	Visit small industries for understanding which records are to be maintained in store department	Understanding various methods used in the pricing of the issue of materials
2.	16	Powerpoint presentation and guest lecture	You Tube clippings of methods of remuneration, time keeping and time booking and their methods	Calculation of wage payment and incentives. Preparation of a specimen of pay slip.	Enabling to calculate wage payment and incentives.
3	10	Powerpoint	You Tube	Analysis and	Understanding the





		presentation and group discussion.	clippings of Labour turnover, Job Analysis & Job Evaluation Merit Rating.	evaluation of jobs in any organization.	process of job analysis, job evaluation and merit rating.
4	6	Guest lecture, powerpoint presentation and group discussion.	You Tube clippings of Labour turnover, Job Analysis & Job Evaluation Merit Rating.	Read articles on the recent trends in cost accounting from Journals, e- journals and web resources.	Insight into recent processes used for cost reduction.

#### Methods of Evaluation

Subject	Internal Evaluation	External Evaluation	Suggested activity
Unit I	Multiple Choice Questions, Written Test, Internal Examination, Powerpoint Presentations, Orals, Assignments, Tutorials etc.	Modern College Ganeshkhind	Two industrial visits and subsequently reports on these visits.
Unit II			
Unit III			
Unit IV			

#### References

Sr. No	Titles of the Book	Names of Author	Name of Publisher	Place
01	Cost Accounting-Principles & Practices	Jawahar Lal & Seema Shrivastava	Tata Mcgraw Hill	New Delhi
02	Advanced Cost Accounting And Cost Systems	Ravi M Kishor:	Taxmann	New Delhi
03	Cost Accounting Theory And Problems	S. N. Maheshwari	Mittal Shree Mahavir Book Depot.	New Delhi
04	Advanced Cost Accounting	Jain and Narang	Kalyani Publication	New Delhi
05.	Horngren's Cost Accounting-A Managerial Emphasis	Srikant M Datar & Madhav V Rajan	Pearson	Noida Up
06	Cost Accounting-Principles & Practices	Dr. M.N. Arora	Vikas Publishing House,	New Delhi
07	Advanced Cost Accounting	Dr. D. M. Gujarathi	Idol Publication	Pune
08	Advanced Cost Accounting	Dr. Kishor. M. Jagtap	Tech-Max Publication	Pune
09	Cost Accounting Principles And Practice	Jain and Narang	Kalyani Publication	New Delhi





10	Principles and Practice of Cost Accounting	N.K Prasad	Booksyndicate Private Ltd	Kolkata
11	Cost Accounting: Methods and Problems	B.K.Bhar	Academic Publications	Kolkata

### Web References

Sr. No	Lectures	Films	Powerpoint presentations	Articles	Others
For all the units.	Guest Lectures by Field Personnel such as working executives from industries and of practicing Cost and Management Accountants.	YouTube films showing the working of different industries.	Relevant powerpoint presentations are available on all these topics.	Articles from the Professional Journals such as The Management Accountant, The Chartered Accountant, The Chartered Secretary, The Institute of Chartered Financial Analyst of India	<a href="https://icmai.in">https://icmai.in</a> <a href="http://www.globalcma.in">www.globalcma.in</a>

**Notes: The breakup of marks in the Examination will be as follows:**

- 50 % of the marks are assigned for Theory whereas rest 50 % of the total marks are allotted for Numerical Problems.
- The Numerical Problems will be of simple nature only.
- Areas of numerical problems:
  - ☐ Pricing Methods of Issue of Material.
  - ☐ Methods of Wage Payment and Incentive Plan.
  - ☐ Measurement of Labour Turnover.

*Mabele*  
Chairman  
BOS (Cost & Works Accounting)

