

BBA II Year	BBA-C 303		Semester-III		
	Management and Cost Accounting				
Time Allotted for End Semester Examination	Marks Allotted for Internal Assessment	Marks Allotted for End Semester Examination (ESE)	Maximum Marks (MM)	Total Credits	Maximum Hours
3 Hrs.	30 (20+10)	70	100	06	60

OBJECTIVES: To acquaint students with role of Management and Cost accounting in planning, control and decision making in the organisation.

- Nature, Scope of Management Accounting: Meaning, definition, nature and scope of Management Accounting; Comparison of Management Accounting with Cost Accounting and Financial Accounting. Cost-Volume-Profit Analysis: Contribution, Profit-Volume Ratio, Margin of safety, Cost Breakeven Point, Composite Break-even Point, Cash Break-even Point, Key Factor, Break-even Analysis. **(12 hours)**
- Budgets and Budgetary Control: Meaning, Types of Budgets, Steps in Budgetary Control, Fixed and Flexible Budgeting, Cash Budget. Responsibility Accounting: Concept, Significance, Different responsibility centers, Divisional performance – Financial measures, Transfer pricing. **(14 hours)**
- Cost concepts: Meaning, Scope, Objectives, and Importance of Cost Accounting; Cost Control, and Cost Reduction; Elements of Cost, Components of total Cost, Preparation of Cost Sheet. Classification of Costs: Fixed, Variable and Semi variable costs, Period Costs; Direct, and Indirect Costs; Cost Ascertainment: Cost Unit and Cost Centre. **(18 hours)**
- Accounting for material: Material control; concept and techniques; Pricing of material issues; Treatment of material losses. Accounting for Labour: Labour cost control procedure; Labour turnover; Ideal time and over time; Methods of wage payment- time and piece rates; Incentive schemes. **(16 hours)**

SUGGESTED READINGS:

1. Arora M.N: Cost Accounting-Principles and Practice; Vikas, New Delhi.
2. Bhattacharyya, D. (2010).Management Accounting. New Delhi: Pearson education.
3. Jain S.P. and Narang K.L: Cost Accounting; Kalyani New Delhi.
4. Kumar, G.A. (2010).Management Accounting. New Delhi: Pearson Publication.
5. Khan M.Y and Jain P.K: Management Accounting; Tata McGraw Hill.
6. Lucey Terence (2003).Management Accounting's: Cengage Learning EMEA.
7. Maheshwari S.N: Advanced Problems and Solutions in Cost Accounting; Sultan Chand, New Delhi.
8. Tulsian P.C; Practical Costing: Vikas, New Delhi.

NOTE: The list of cases, specific references and books including recent articles will be announced in the class by concerned teachers from time to time.