

Guidelines for NEP Syllabus (For Admission of 2022 & onwards)
For the Paper Titled
"Management Accounting " of B. Com.
Paper No. 5.3, Semester-V
JOINTLY ORGANISED BY
Department of Commerce, Delhi School of Economics, University of Delhi
And
College of Vocational Studies, University of Delhi

Date: 07th August, 2024

MINUTES

An online meeting to prepare the guidelines of paper titled "**Management Accounting** " of B.Com. Paper No. 5.3, Sem. V (NEP Syllabus] was held on 07th August, 2024 at 7:00 PM. It was jointly organised by Department of Commerce, Delhi School of Economics, University of Delhi and College of Vocational Studies, University of Delhi. The meeting was convened by Prof.(Dr.) Surender Singh, Department of Commerce, College of Vocational Studies and represented by Prof.(Dr.) Shital Jhunjhunwala from the Department of Commerce, Delhi School of Economics, University of Delhi. The following members were present in the online meeting:

No.	Name of the faculty	Department/ Affiliated College Name
1	PROF. (DR.) SURENDER SINGH (CONVENOR)	COLLEGE OF VOCATIONAL STUDIES
2	PROF.(DR) SHITAL JHUNJHUNWALA (REPRESENTATIVE)	DEPARTMENT OF COMMERCE, DELHI SCHOOL OF ECONOMICS
3	PROF. SURINDER KAUR	ACHARYA NARENDRA DEV COLLEGE
4	PROF. HEMA GUPTA	ADITI MAHAVIDYALAYA
5	DR. PARMINDER KAUR	ATMA RAM SANATAN DHARMA COLLEGE
6	MS. ANJALI GUPTA	ATMA RAM SANATAN DHARMA COLLEGE
7	MS PUSHPA YADAV	BHAGINI NIVEDITA COLLEGE
8	MS. SWATI KHANNA	BHARATI COLLEGE
9	MS. LAXMI DEVI	BHARATI COLLEGE
10	DR POONAM	BHARATI COLLEGE
11	MS SUNITA	BHARATI COLLEGE
12	MS. SWATI KHANNA	BHARATI COLLEGE
13	MR. RADHESHYAM	DELHI COLLEGE OF ARTS AND COMMERCE
14	DR. AKANKSHA KHURANA	DELHI COLLEGE OF ARTS AND COMMERCE
15	MR. BRIJESHYADAV	DELHI COLLEGE OF ARTS AND COMMERCE
16	PROF. MAMTA YADAV	DR BHIM RAO AMBEDKAR COLLEGE
17	MS. DEEPIKA	DYAL SINGH COLLEGE

18	DR. AMARJEET KAUR	DYAL SINGH COLLEGE
19	DR MADHULIKA	DYAL SINGH EVENING COLLEGE
20	PROF. SANJAY KUMAR SINGH	DYAL SINGH EVENING COLLEGE
21	MS. ITI VERMA	GARGI COLLEGE
22	DR ANJALI SIWAL	GARGI COLLEGE
23	MS. RUPAL ARORA	GARGI COLLEGE
24	MS SHILPA MAGGO	JANKI DEVI MEMORIAL COLLEGE
25	MS. MAMTA	JANKI DEVI MEMORIAL COLLEGE
26	DR. VIBHA JAIN	JANKI DEVI MEMORIAL COLLEGE
27	DR. ALKA CHATURVEDI	KALINDI COLLEGE
28	MS PARUL TOMAR	KAMALA NEHRU COLLEGE
29	MS. TRISHALA CHAUHAN	KAMALA NEHRU COLLEGE
30	DR. JYOTI DHAWAN	KAMALA NEHRU COLLEGE
31	MS.NIDHI AGGARWAL	KESHAV MAHAVIDYALAYA
32	MS. MANISHA	KIRORI MAL COLLEGE
33	DR. KAVITA KAMBOJ	KIRORI MAL COLLEGE
34	DR. NIDHI SHARMA	KIRORI MAL COLLEGE
35	MS.SHEETAL AGGARWAL	LAKSHMIBAI COLLEGE
36	DR.NIDHI	LAKSHMIBAI COLLEGE
37	DR.VIDISHA GARG	MAITREYI COLLEGE
38	MS. TAJINDER KAUR	MATA SUNDRI COLLEGE
39	MS. JASMEET KAUR	MATA SUNDRI COLLEGE
40	DR. RAMEET KAUR	MATA SUNDRI COLLEGE
41	MS. RENU GARG	MOTILAL NEHRU COLLEGE (EVENING)
42	MS. BHAWNA RAJPUT	MOTILAL NEHRU COLLEGE (EVENING)
43	MS. INDERPREETT KAUR	MOTILAL NEHRU COLLEGE (MORNING)
44	DR. SEEMA SRIVASTVA	MOTILAL NEHRU COLLEGE (MORNING)
45	DR. RENU JONWAL	PGDAV COLLEGE
46	DR RITU TANWAR	PGDAV COLLEGE
47	DR. ANINDITA GOLDAR	PGDAV COLLEGE

48	DR. KAVITA SINGLA	PGDAV COLLEGE
49	MR. RAKESH KUMAR	PGDAV COLLEGE
50	DR. KARISHMA SARASWAT	PGDAV COLLEGE (EVENING)
51	MS. RIMMI JAIN	PGDAV COLLEGE (EVENING)
52	MS. PRIYANKA JINGER	RAMANUJAN COLLEGE
53	MR. KRISHAN KUMAR	RAM LAL ANAND COLLEGE
54	DR. RAJEEV VASHISHT	RAM LAL ANAND COLLEGE
55	DR. SHIKHA MAKKAR	RAM LAL ANAND COLLEGE
56	MS. AIMAN	SATYAWATI COLLEGE
57	PROF. R S BHARDWAJ	SATYAWATI COLLEGE
58	MS. NEETU	SATYAWATI COLLEGE
59	MS. RUCHI KALIA	SATYAWATI COLLEGE
60	DR. RAM NIVAS SAINI	SATYAWATI COLLEGE EVENING
61	MS. ASHA WADHWA	SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
62	PROF KAWAL GILL	SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
63	MS. JASVINDER KAUR	SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
64	PROF KAWAL GILL	SRI GURU GOBIND SINGH COLLEGE OF COMMERCE
65	CA. HARJINDER SINGH	SGND KHALSA COLLEGE
66	DR. ANJU DAGAR	SGND KHALSA COLLEGE
67	MS. PRIYA DAHIYA	SGND KHALSA COLLEGE
68	MS. MANSI BANSAL	SGTB KHALSA COLLEGE
69	MS. PARUL SAINI	SHAHEED BHAGAT SINGH COLLEGE
70	DR RAVI KANT	SHAHEED BHAGAT SINGH COLLEGE
71	DR AMOL DEEPAK NERKAR	SHAHEED BHAGAT SINGH COLLEGE
72	DR. AMIT DEVAL	SHAHEED BHAGAT SINGH EVENING COLLEGE
73	MR. RAJENDRA KUMAR MEENA	SHAHEED BHAGAT SINGH EVENING COLLEGE
74	MR. SHEMPHAG W LYNDONH	SHAHEED BHAGAT SINGH EVENING COLLEGE
75	DR. RAJINDER SINGH	SHIVAJI COLLEGE
76	DR. SUNEEL KUMAR	SHIVAJI COLLEGE
77	MS. YOGITA RANI NEGI	SHIVAJI COLLEGE

78	PROF ADITYA P TRIPATHI	SHYAM LAL COLLEGE EVENING
79	DR. MANJULA GROVER	SPM COLLEGE FOR WOMEN
80	MS. ANUSHA GOEL	SPM COLLEGE FOR WOMEN
81	DR. YOGESH GARG	SRI AUROBINDO COLLEGE
82	DR. SEEMA NASHIER	SRI AUROBINDO COLLEGE
83	MS. PRIYANKA BEDI	SRI AUROBINDO COLLEGE
84	MS. KIRTI YADAV	SRI AUROBINDO COLLEGE
85	MR. DINESH MEENA	SRI AUROBINDO COLLEGE
86	DR PARUL GOEL	SRI AUROBINDO COLLEGE
87	MS. ANKITA GOEL	SRI AUROBINDO COLLEGE
88	MS. MINNY NARANG	SRI AUROBINDO COLLEGE
89	DR DEEPIKA VERMA	SRI AUROBINDO COLLEGE EVENING
90	MS. PREETI VERMA	SRI AUROBINDO COLLEGE EVENING
91	DR VIBHA BHATRA	SRI AUROBINDO COLLEGE EVENING
92	DR. P CHENGALRAYULU	SRI VENKATESWARA COLLEGE
93	DR POOJA JAIN	SRI VENKATESWARA COLLEGE
94	MS. MEENU	SRI VENKATESWARA COLLEGE
95	DR. SAMIR GARG	SWAMI SHRADDHANAND COLLEGE
96	DR MOHAR SINGH	SWAMI SHRADDHANAND COLLEGE
97	DR. ANOOP KUMAR	SWAMI SHRADDHANAND COLLEGE
98	MS. DEEPA GARG	SWAMI SHRADDHANAND COLLEGE
99	DR D R JALWANI	SWAMI SHRADDHANAND COLLEGE
100	MR. AAMIR KHAN	ZAKIR HUSAIN DELHI COLLEGE (EVENING)
101	MR. BHARAT KHURANA	ZAKIR HUSAIN DELHI COLLEGE (EVENING)

The meeting started with a welcome note by Prof. Surender Singh. He welcomed Prof. Shital Jhunjhunwala and all the participants from different colleges of the University in the meeting. Prof. Surender Singh formally took the agenda of the meeting. The following guidelines were set in the online meeting with the consent of all the faculty members and the representative of Department of Commerce, Delhi School of Economics, University of Delhi.

Teaching Related General Guidelines:

Total Number of theory lectures and practical assigned as per NEP Syllabus for the paper are 3 lectures and 1 practical per week (over 15-week period in V semester). One practical period will consist of 2 hours per batch per week. Unit-wise breakup of 45 Lectures as given in syllabus and marks allocation were decided as follows

Unit	Lectures (Hours)	Marks Allocation
Unit 1: Introduction to Management Accounting Meaning, objectives, nature and scope of management accounting, Difference between different forms of accounting- Cost, Financial and Management accounting, Cost control and Cost reduction.	4	0
Unit 2: Budgetary Control and Standard Costing Systems (a) Budgeting and Budgetary Control: Concept of budget, budgeting and budgetary control; objectives, merits and limitations; Functional Budgets; Fixed and Flexible budgeting; An overview of different approaches to budgeting (Zero base budgeting, Performance budgeting and Programme budgeting) (b) Standard Costing and Variance Analysis: Meaning of standard cost and standard costing; advantages, limitations and applications; Variance Analysis – material, labour, overheads and sales variances. Control ratios.	18	36
Unit 3: Marginal Costing Concept of marginal cost and marginal costing; Absorption versus Variable Costing; Distinctive features and income determination; Cost-volume-profit analysis; Break-even Analysis-Statements, mathematical and graphical approaches; Profit-volume ratio, angle of incidence, margin of safety, key factor, determination of cost indifference point.	09	18
Unit 4: Decision Making Steps in Decision making process. Concept of relevant costs. solving various short -term decision making problems using marginal costing and differential costing techniques – Profitable product mix, Acceptance or rejection of special/ export offers, Make or buy, Addition or elimination of a product line, Sell or process further, Operate or shut down and Pricing decisions	09	18
Unit 5: Performance Measurement Responsibility Accounting: Concept, Significance, Different Responsibility Centres; Divisional Performance Measurement: Financial and Non-Financial measures;	05	09
Total	45	90

Unit wise detailed guidelines were finalized as follow:

Unit 1: Introduction to Management Accounting: The unit contains all theoretical topics. Theoretical questions should be asked as per the weightage given in the above table covering questions on meaning, objectives, nature and scope of management accounting, difference between different forms of accounting- Cost, Financial and Management accounting, Cost control and Cost reduction

Unit 2: Budgetary Control and Standard Costing Systems

- (a) **Budgeting and Budgetary Control:** Theoretical questions from the entire sub-unit along with practical questions on preparation of functional budgets; Cash Budget (Receipt & Payments Method); fixed and flexible budgeting. No practical question on master budget.
- (b) **Standard Costing and Variance Analysis:** Theoretical questions from the entire sub-unit along with practical questions on Variance Analysis – material, labour, overheads (Total Overhead Cost Variance, Variable Overhead Cost Variance and its analysis into Expenditure and Efficiency Variance, Fixed Overhead Cost Variance and its analysis into Expenditure and Volume Variance only) and sales (only single product) variances and Control ratios.

Unit 3: Marginal Costing: Theoretical questions from the entire unit along with practical questions on income determination under Absorption versus Variable Costing; Cost-volume-profit analysis; Break-even Analysis-Statements, mathematical and graphical approaches; Profit-volume ratio, angle of incidence, margin of safety, key factor, determination of cost indifference point etc.

Unit 4: Decision Making: Theoretical questions from the entire unit along with simple practical questions on solving various short -term decision making problems using marginal costing and differential costing techniques – Profitable product mix, Acceptance or rejection of special/ export offers, Make or buy, Addition or elimination of a product line, Sell or process further, Operate or shut down and Pricing decisions

Unit 5: Performance Measurement: Theoretical questions from the entire unit.

Examination: Examination scheme will be as decided by the University from time to time.

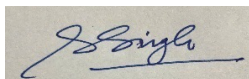
Theory Examination & IA: At present, theory examination will consist of 90 marks for semester end examination plus 30 marks for Internal Assessment. Total 120 marks.

Practical Examination: The practical examination as per present guidelines will consists of 10 marks for Continuous Assessment (Preparation of work book), 20 marks for Practical Examination and 10 marks for Viva-Voce. Total 40 marks

Topics for Practical Examination*: In practical examinations students will be asked to solve practical problems in excel on Functional Budgets, Cash Budget, Fixed and Flexible Budgets, CVP Analysis, Break Even Analysis, Differential Costing, Product Pricing Decisions, special and export order Decisions. (Students will be required to do 4 out of 6 practical questions) [2 questions each from Unit 2 (only Budgeting part), 3 & 4)] *This may be further fine-tuned at a later date if required.

All the faculty members participated actively in the deliberation and appreciated the initiative of Senior Prof. Ajay Kumar Singh, HOD and Prof. Amit Kumar Sigh, Coordinator, College-Department Interface, Department of Commerce, University of Delhi for arranging this meeting and helping in finalization of guidelines of the paper

The meeting ended with a vote of thanks to the Prof. Shital Jhunjunwala, representative of the Department of Commerce and to Prof. Surender Singh, Convenor of the meeting



Dr.. Surender Singh
(Convenor)
Professor, Department of Commerce
College of Vocational Studies



Prof.(Dr.) Shital Jhunjunwala
(Representative)
Department of Commerce
Delhi School of Economics