

SYLLABUS FOR THE ACADAMIC YEAR 2015-2016

Subject: Cost & Works Accounting –I

Class: S.Y.BCOM.

TERM-I

S.No.	Name of the Topic
1	Basics Of Cost Accounting
	Concept of Cost, Costing,
	Cost Accounting and Cost Accountancy
	Limitations of Financial Accounting.
	Origin of Costing.
	Objectives of Costing
	Advantages & Limitations of Costing.
	Difference Between Financial Accounting
	and
	Cost Accounting
	Cost Units and Cost Center
2	Elements Of Cost
	Material, Labour and other Expenses
	Classification of Costs.
	Preparation of Cost Sheet, Quotation,
	Tenders

3	Material Control
	Need and Essentials of Material Control.
	Functions of Purchase Department.
	Purchase Procedure
	Purchase Documentation.
	Stock Levels
	Economic Order Quantity. (EOQ)

TERM-II

S.No.	Name of the Topic
4	Material Accounting
	Stores Location and Layout.
	Types of Stores Organization.
	Classification and Codification of Material.
	Stores and Material Records
	Bin Card, & Store Ledger etc.
	Issue of Material and Pricing Methods of Issue of
	Material

	(a) FIFO, (b) LIFO, (c) Simple Average Methods,
	(d)Weighted Average Methods, Stock valuation, Use of computer in
	store Accounting
5	Inventory Control
	Stock Taking, Periodic and Perpetual Method.
	ABC Analysis
	Inventory Ratios
6	Labour Cost, Remuneration And Incentives
	Records &Methods Of Time Keeping
	and Time Booking Study of New Methods
	Methods Of Remuneration-
	Time Rate System
	Piece Rate system,
	Taylor's Differential Piece rate System.
	Incentive Plan-
	Halsay Premium Plan,
	Rowan Premium Plan.
	Group Bonus Schemes.
7	Other Aspects Of Labour

	Labour Turnover
	Job Analysis & Job Evaluation Key.
	Merit Rating.
8	Direct Cost
	Concept and Illustrations.