

# St. Xavier's College (Autonomous), Kolkata

## Format of the Question Paper for M. Com Admission Test 2023

[100 Marks (Duration 2 Hour 30 Minutes)]

### I. Core Subjects (Accounting, Cost and Management Accounting, Taxation, Auditing, Financial Management and Principles of Management): (60 Marks)

MCQ Type: 20 X 1 = 20 Marks (1 mark- each question)

Descriptive Type: 8 X 5 = 40 Marks (5 marks- each question)

### II. Economics: (10 Marks)

MCQ Type: 5 X 1 = 5 Marks (1 mark - each question)

Description: 1 X 5 = 5 Marks (5 marks - each question)

### III. Statistics: (15 Marks)

MCQ: (15 X 1) = 15 Marks (1 mark - each question)

[No descriptive questions from Statistics]

### English: (15 Marks)

MCQ: (15 X 1) = 15 Marks (1 mark - each question)

[No descriptive questions from English]

# **Syllabus for M. Com Admission Test**

## **Component One:**

### **A. Accounting**

1. Accounting Cycles and Generally Accepted Accounting Principles
2. Preparation of Financial Statements - Profit and Loss Statement, Balance Sheet, Notes to Accounts and Cash Flow Statement
3. Financial Statement Analysis – Different Techniques
4. Accounting Standard- Salient Features only

### **B. Cost and Management Accounting**

1. Marginal Costing and Managerial Decision- (a) Cost-Volume-Profit Analysis – Basic concepts, marginal costing and absorption costing, break-even analysis, limitations of breakeven analysis; differential cost analysis and relevant cost analysis. (b) Managerial Decision Making – Decision making with limiting factor, product mix, export-import, make or buy and shut down.
2. Budget and Budgetary Control- Basic concepts, Budget and budgetary control; Production budget, sales budget, master budget, cash budget and flexible budgets; zero-based budgeting.
3. Standard Costing- Concepts, uses and setting of standard cost, computation of cost variances, relationship of standard costing and budgetary control; Cost variances – material, labour and overhead variances only.

### **C. Taxation**

1. Basic Concepts and Definitions : Person, Assesse, Income, Previous year, Assessment year, Previous year, Gross total income, Total income, Heads of income, Sources of income, Tax evasion, Tax avoidance, Tax planning.
2. Residential status and incidence of tax: Individual, HUF, Firm and Company.
3. Computation of income of an individual under different heads: Salaries, Income from House Property and Income from other sources
4. Goods and Services Tax: Basic concept and definitions; Place of Supply; Time of Supply.

### **D. Auditing**

1. Definition-Nature-Scope and Objectives of Independent Audit, Concept of Auditor's Independence,
2. Audit Activities-Audit Programme, Audit Working Paper, Audit Evidence, Analytical Procedure and Substantive Testing in Auditing, Audit risk and audit materiality

3. Company Auditor- Qualification, Disqualification, Appointment, Reappointment and Rotation, Casual Vacancy, Removal and Resignation, Ceiling, Remuneration, Rights, Duties and Liabilities of Company Auditor, Audit Report- Different Types and Content, Standards on Auditing- Salient Features only

## **E. Financial Management**

1. Nature, scope and objective of Financial Management
2. Time value of money, Risk and Return Concept
3. Long Term Investment Decisions - Capital Budgeting Process
4. Financing Decisions- Cost of Capital, Capital Structure, Leverage
5. Dividend Decisions- Theories for relevance and irrelevance of dividend decision
6. Working Capital Decisions

## **F. Principles of Management**

1. Introduction to Management: Concept, Significance, Managerial Functions – An overview; Co-ordination (concept, types and techniques) Evolution of the Management Thoughts- Classical Approach, Neo-Classical and Human Relations Approaches, Behavioural Approach, Systems Approach and Contingency Approach.
2. Planning: Definition of planning and types of plan, importance. Decision-making: Concept, importance; Committee and Group Decision-making, Process, Perfect rationality and bounded rationality, Techniques.
3. Motivation: Concept, Importance, extrinsic and intrinsic motivation; Major Motivational theories - Maslow's Need Hierarchy Theory; Hertzberg's Two-factor Theory, McGregor X and Y theory.
4. Leadership: Concept, Importance, Major theories of Leadership trait and behavioural theory; Leadership styles- Employee and Production orientation, Ohio-Michigan Theory, Blake and Mouton's Managerial Grid theory and Continuum Theory.
5. Communication: Concept, purpose, process; Oral and written communication; Communication network, Formal and informal communication networks, Barriers to communication, Overcoming barriers to communication.
6. Control: Concept, Stages of Control, Limitations, Types; Principles of Effective Control and Techniques of Control.

## **Component Two:**

### **Economics**

1. Basics of Demand and Supply- Concepts of demand and demand function, law of demand, supply and supply function, market equilibrium, elasticity and its applications, consumer's surplus and producer's surplus and efficiency of market equilibrium, changes in market equilibrium,
2. Production and Cost Production as a value-added activity, production function, Law of variable proportions, production iso-quants, production optimization, expansion path, returns to scale. Different concepts of short run and long run cost, private vs. social cost
3. Perfectly Competitive Market Structures Concept of firms as a production unit, profit and cost concepts, goals of the firm. Structural characteristics of Perfect Competition - output decision in the short run and long run – short run supply curve- Industry Equilibrium.
4. Imperfectly Competitive Market structures:
  - (a) Monopoly- Sources of Monopoly- Monopoly equilibrium Market Power- Determinants of market power
  - (b) Monopolistic Competition- Assumptions of the model, product differentiation, short run and long run equilibrium, Excess capacity
  - (c) Oligopoly: Oligopolistic interdependence- Equilibrium in Oligopolistic market- Cournot Equilibrium- Collusive equilibrium, comparison with competitive equilibrium- First mover advantage-Game Theory and oligopoly (Prisoner's Dilemma, Oligopolies as Prisoner's Dilemma, some examples of Prisoner's Dilemma)

## **Component Three:**

### **Statistics**

1. Fundamentals- Collection of data, Presentation of data: Textual form, Tabular form, Diagrammatic form (Line chart, Bar chart, Pie chart, Histogram, Frequency Polygon and Ogive)
2. Measures of Central Tendency - Mean (A.M., G.M. and H.M.), Median, Mode, Different properties
3. Measures of Dispersion- Range, Q.D., M.D, S.D., Absolute and Relative measures, Comparing consistency, Different properties
4. Linear Correlation and Regression - Types of correlation, Scatter diagram, Two-way table, Marginal and Conditional distributions; Pearson's coefficient of correlation, Spearman's rank correlation coefficient, Properties of correlation coefficient, Meaning and types of regression equations,
5. Index Number - Construction, Price and Quantity index numbers, Laspeyres', Paasche's, Edgeworth-Marshall's, Fisher's method, Relative methods, Tests of index number formulae: Time and Factor reversal tests, Cost of living index number (CLI), Uses of CLI and its applications, Uses and limitations of index numbers.

6. Analysis of Time Series - Components of a time series, Adjustment in time series, Measurement of trend by moving average and least squares methods (linear and quadratic trends), Measurement of seasonal variation by simple average method, Forecasting

## **Component Four:**

### **English**

1. Phrase, Clause and sentence- Types of sentence
2. Active and Passive Voice
3. Direct and Indirect Speech
4. Effective Ways to Build Vocabulary: Synonyms, Foreign Words, Connotations, Antonyms, Collocations, Idiom and Phrasal Verbs, Prefix and Suffix