

**UNIVERSITY OF MADRAS**  
**B.Com. DEGREE COURSE IN CORPORATE SECRETARYSHIP**  
**SYLLABUS WITH EFFECT FROM 2020-2021**

**BCS-DSC09**

**CORE-IX: COST ACCOUNTING**

**Inst.Hrs : 6**  
**Credits : 4**

**YEAR: III**  
**SEMESTER: V**

**Course Objectives:**

To gain knowledge on ascertainment of the cost of goods & services accurately on cost control.

**UNIT – I Cost Accounting**

Definition, meaning and objectives- Advantages and Importance- Distinction between Cost and Financial Accounting - Elements of Cost and Preparation of Cost Sheets and Tenders.

**UNIT – II Materials**

Stores record- purchase records- purchase order- Goods received note- Bin card- Stores Ledger - Inventory Control- ABC Analysis – Economic Ordering Quantity – Maximum, Minimum and Reordering levels – Methods of Pricing Issues - Perpetual Inventory System.

**UNIT – III Labour**

Importance of Labour Cost Control- Various Methods of Wage Payments - Calculation of Wages - Methods of Incentives (Bonus) Schemes - Recording Labour time- Treatment of “OVER TIME” and “IDLE TIME”- Labour Turn Over (L.T.O)

**UNIT – IV Overheads (Factory, Administration, Selling and Distribution)**

Definition and Meaning of Overheads – Classification – Apportionment of Overheads – Redistribution (Secondary Distribution) – Absorption of Overheads including “Machine Hour Rate”.

**UNIT – V Methods of Costing**

Unit Costing – Job Costing (Excluding Contract Costing) – Process Costing – Simple Process Accounts (Excluding Inter Process Profits and Equivalent Production, Joint Product) – Operation and Operating Costing.

**Practical orientation - Students can be advised to prepare a model cost sheet with the help of published financial reports of manufacturing industries.**

**Suggested Readings:**

1. B.K.Bhar – Cost Accounting, Academic Publishers.
2. Jain & Narang – Cost and Management Accounts, Kalyani Publishers,
3. S.N.Maheshwari – Cost & Management Accounts, Sultan Chand & Sons, New Delhi.
4. S.P.Iyengar – Cost Accounting principles and practice, Sultan Chand & Sons, New Delhi.
5. T.S. Reddy and Y. Hari Prasad Reddy – Cost Accounting, Margham Publications, Chennai.
6. A.Murthy & S.Gurusamy, Cost Accounting, Vijay Nichole Prints, Chennai.
7. S.Thothadri & S. Nafeesa, Cost Accounting, McGraw Hill Edu., New Delhi.