



Symbiosis College of Arts and Commerce

(An Autonomous College Affiliated to University of Pune)

Subject code		Semester				IV				
Title of Subject (For F.Y. as appeared in the prospectus) (For S.Y. & T.Y. titles can be as per the approval of BOS)		SY Bcom(Sem IV)-Basics of Costing-Paper III (Labour and Overheads)								
Objectives		1.To impart knowledge of the basic concepts in cost accounting 2.To train to make basic cost sheet 3.To study the element of costs in detail-Material , Labour and Overheads								
Unit	Contents of the syllabus									
1	Concept of Labour and Remuneration Methods 1.1 Role and importance of labour,Time keeping and time booking 1.2 Labour turnover- Meaning ,Reasons for labour turnover 1.3 Exercises on calculation of labour turnover rate 1.4 Remuneration methods- Principles of remuneration plan,Methods of remuneration (Time wage system,Piece rate system, Taylor's Differential piece rate system, Incentive Plans- Halsey Premium Plan, Rowan Premium plan)									16
2	Job Analysis and Job Evaluation 2.1 Meaning and Process of job analysis 2.2 Methods of collecting job data, Job design 2.3 Job analysis-Job description, Job specification 2.4 Job evaluation and Methods of computing remuneration 2.5 Merit Rating									4
3	Concept of Overheads and Overhead Accounting 3.1 Overheads –Introduction,Classification of Overheads 3.2 Overhead Accounting-Collection and Codification of overheads,Allocation of overheads 3.3Apportionment and reapportionment of overheads									20
4	4.1 Absorption of overheads- Meaning 4.2 Methods of Overhead Absorption, 4.3Overhead Rates 4.4 Overhead Absorption- Under and Over Absorption,Accounting Treatment									14
TotalLectures										54

Suggested Reference Books**Reference Books:**

Sr.No.	Book Name	Author	Publication
1	Principles and Practice of Cost Accounting	N K Prasad	Syndicate Pvt.Ltd.
2	Cost Accounting	V K Saxena and Vashista	Sultan Chand & Sons
3	Cost Accounting Theory and Problem	S N Maheshwari and S N Mittal	Mahavir Book depot, New Delhi
4	Cost Accounting Principles and Practice	Jain and Narang	Kalyani Publishres
5	Cost Accounting Theory and Practice	Nirmal Gupta and Chhavi Sharma	Ane Books Pvt.ltd.
6	Cost Accounting Text and Problems	Dr. N K Agarwal	Shuchita Prakashan Pvt.Ltd.
7	Costing Adviser and Cost Management	P V Rathnam	Kitab Mahal
8	Cost Accounting	Jawahar Lal	Tata Mcgraw Hill
9	Cost Accounting	R S N Pillai & V Bhagavati	Himalaya Publication
10	Cost Accounting	Prabhu Dev	Himalaya Publication

Suggested Journals

1. Management Accountant (ICAI Journal)
2. The Chartered Accountant (ICAI Journal)
3. Chartered Secretary (ICSI journal)

Web sites : www.icwai.org, www.icsi.edu, www.icai.org