
Department of Vocational Studies

Pavanatma College, Murickassery

Idukki-685604

Curriculum Implementation Plan

B.Voc Accounting and Taxation



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36.1 Course Overview 78



Listening and speaking skills in English

1.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	BOCG101
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	71
9	Hours per Week	4
10	Number of Modules	4
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

1.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Pronunciation and neutralisation of accent	Lecturing	20	5
2	basic grammer	Lecturing	15	4
3	Listening skills	role play	10	3
4	Speaking skills	Lecturing	16	4

1.3 Continuous Evaluation Schedule

1.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

1.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

1.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

IT FOR BUSINESS(P)

2.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	BOCG102
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	180
9	Hours per Week	5
10	Number of Experiments	15
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

**FUNDAMENTALS OF COMPUTERIZED
ACCOUNTING(P)**

3.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC103
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	160
9	Hours per Week	5
10	Number of Experiments	15
11	Total Week to complete	19
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

Life skill**4.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	PBOC104
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	78
9	Hours per Week	3
10	Number of Modules	5
11	Total Week to complete	29
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

4.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Restructuring one's own life story	Workshop	10	4
2		Erudite lecture	20	7
3	Positive thinking	Personal counselling	20	7
4	Motivation	Seminars	10	4
5	Planning for life	Personal counselling	18	6

4.3 Continuous Evaluation Schedule

4.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	9	20	1 Hours	Assessment Test
2	19	20	1 Hours	Assessment Test
3	29	80	3 Hours	Model Examination

4.3.2 Assignments

No.	Week	Duration	Assignments type
1	9	1 Week	Problem solving
2	19	1 Week	Problem solving
3	29	1 Week	Problem solving

4.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	9	3	20 Minute	Lecture
2	19	3	20 Minute	Lecture
3	29	3	20 Minute	Lecture

BUSINES2S ENVIRONMENT**5.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC105
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	90
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	26
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

5.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Business Types	Lecture	15	4
2	Organisation Structure	Lecture	18	5
3	Service/ tertiary Sector	Presentation	20	5
4	Companies Act 2013	Presentation	21	6
5	MCA Services	Presentation	16	4

5.3 Continuous Evaluation Schedule

5.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	8	20	1 Hours	Assessment Test
2	17	20	1 Hours	Assessment Test
3	26	80	3 Hours	Model Examination

5.3.2 Assignments

No.	Week	Duration	Assignments type
1	8	1 Week	Problem solving
2	17	1 Week	Problem solving
3	26	1 Week	Problem solving

5.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	8	3	20 Minute	Lecture
2	17	3	20 Minute	Lecture
3	26	3	20 Minute	Lecture

Fundamentals of Accounting

6.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC106
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	90
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

6.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Basics, Concepts of Final Accounts	Lecturing	15	3
2	Journal and Ledger	Lecturing	18	4
3	introduction	Practicals	20	4
4	Final Accounts, Financial Statements	Practicals	18	4
5	Final Accounts with Adjustments	Practicals	21	5

6.3 Continuous Evaluation Schedule

6.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

6.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

6.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

Academic Writing and Presentation Skills in English

7.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	BOCG201
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	76
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	22
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

7.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Letter Writing	Lecturing	3	1
2	Academic and business Communication	Lecturing	20	5
3	Presentation Skills	Lecturing	20	5
4	Non-verbal communication	Lecturing	18	5
5	Online writing and Netiquette	Lecturing	15	4

7.3 Continuous Evaluation Schedule

7.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	22	80	3 Hours	Model Examination

7.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	22	1 Week	Problem solving

7.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	22	3	20 Minute	Lecture

Data Processing through MS Excel (P)

8.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	PBOC202
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	6
10	Number of Experiments	15
11	Total Week to complete	15
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

PUBLIC FINANCE**9.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC203
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

9.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction to Public Finance	Erudite lecture	10	3
2	Government Income	Lecturing	17	5
3	Govt. Expenditure	Lecturing	15	4
4	Government Debt	Lecturing	20	5
5	Government Budgets and Management of Public Finance	Lecturing	20	5

9.3 Continuous Evaluation Schedule

9.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

9.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

9.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

BUSINESS LAWS**10.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC204
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

10.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	The Indian Contract Act	Lecture	12	3
2	Indian Partnership Act	Lecture	15	3
3	sale of goods act	Presentation	20	4
4	special contract	Presentation	15	3
5	the employee PF	Presentation	20	4

10.3 Continuous Evaluation Schedule

10.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

10.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

10.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

Applied Banking (P)

11.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC205
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	6
10	Number of Experiments	15
11	Total Week to complete	15
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

INTERNSHIP(P)

12.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC206
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	0
7	Internal Assessment	0
8	Total hours	0
9	Hours per Week	1
10	Number of Experiments	15
11	Total Week to complete	3
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

Principles of Management**13.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	BOCG301
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

13.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Nature and Process of Management	Lecture	0	0
2	Planning	Lecture	0	0
3	Organising	Presentation	0	0
4	Staffing	Presentation	0	0
5	Directing and Controlling	Presentation	0	0

13.3 Continuous Evaluation Schedule

13.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

13.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

13.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

Accounting for Inventory and Pay Roll

(P)

14.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC302
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	6
10	Number of Experiments	15
11	Total Week to complete	15
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

INCOME TAX -I**15.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC303
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

15.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction of Income Tax	Lecturing	10	2
2	residential status	Lecturing	17	4
3	income from salary	Lecturing	15	3
4	income from houser property	Lecturing	20	4
5	profit and gains	Workshop	20	4

15.3 Continuous Evaluation Schedule

15.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

15.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

15.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

Goods and Service Tax -GST-I**16.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC304
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

16.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction to GST	Lecture	12	3
2	Apply for GST Number	Lecture	15	3
3	Reverse Charge Mechanism	Presentation	20	4
4	Return Filing	Presentation	15	3
5	GST Form creation	Presentation	20	4

16.3 Continuous Evaluation Schedule

16.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

16.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

16.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

ACCOUNTING FOR PARTNERSHIP

17.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC305
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

17.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction to Partnership Accounts	Lecture	10	2
2	Treatment of Goodwill in Partnership	Lecture	17	4
3	Admission of a Partner	Lecture	15	3
4	Death or Retirement of a Partner	Lecture	20	4
5	Partnership Accounting in Practical Situation	Presentation	20	4

17.3 Continuous Evaluation Schedule

17.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

17.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

17.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

PROJECT WORK-1(P)

18.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC306
4	Credit	0
5	Duration of External Examination	3 hours
6	External Assessment	0
7	Internal Assessment	0
8	Total hours	0
9	Hours per Week	1
10	Number of Experiments	15
11	Total Week to complete	3
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

SOFT SKILLS AND PERSONALITY DEVELOPMENT

19.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	BOCG401
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

19.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Personal Skills	Workshop	12	3
2	Social Skills	Erudite lecture	15	4
3	Personality Development	Personal counselling	20	5
4	Presentation skills	Seminars	15	4
5	Professional skills	Personal counselling	20	5

19.3 Continuous Evaluation Schedule

19.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

19.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

19.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

CAPITAL MARKET AND STOCK EXCHANGE DEALINGS

20.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC402
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

20.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	The Indian financial system	Lecturing	12	3
2	Primary market	Lecturing	15	3
3	Secondary market	Lecturing	20	4
4	Commodity Markets	Lecturing	15	3
5	ASBA	Lecturing	20	4

20.3 Continuous Evaluation Schedule

20.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

20.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

20.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

STATISTICS FOR ANALYSIS

21.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC403
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

21.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Business Statistics	Lecturing	10	2
2	Frequency, Stem and Leaf Display	PRACTICAL WORK	17	4
3	Measures of Central tendency	PRACTICAL WORK	15	3
4	Types of financial analysis	Lecturing	20	4
5	Time series Analysis	Lecturing	20	4

21.3 Continuous Evaluation Schedule

21.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

21.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

21.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

Goods and Service Tax GST-II(P)

22.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC404
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	5
10	Number of Experiments	15
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

Income Tax-II(P)**23.1 Course Overview**

1	Course	core
2	Course Type	practical
3	Course Code	TBOC405
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	6
10	Number of Experiments	15
11	Total Week to complete	15
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

INTERNSHIP II(P)**24.1 Course Overview**

1	Course	core
2	Course Type	practical
3	Course Code	TBOC406
4	Credit	0
5	Duration of External Examination	3 hours
6	External Assessment	0
7	Internal Assessment	0
8	Total hours	0
9	Hours per Week	1
10	Number of Experiments	15
11	Total Week to complete	3
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

Environmental Studies

25.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	BOCG501
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

25.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Multidisciplinary nature of environmental studies	Lecturing	12	3
2	Ecosystems Concept	Lecturing	15	4
3	Environmental Pollution	Lecturing	20	5
4	Social Issues and the Environment	Lecturing	15	4
5	Environment Protection Act	Lecturing	20	5

25.3 Continuous Evaluation Schedule

25.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

25.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

25.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

FINANCIAL MANAGENT

26.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC502
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

26.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	INTRODUCTION	Lecture	12	3
2	FINANCING DECISION	Lecture	15	3
3	INVESTING DECISIONS	Lecture	20	4
4	MANAGEMENT OF WORKING CAPITAL	Lecture	15	3
5	DIVIDEND DECISION	Presentation	20	4

26.3 Continuous Evaluation Schedule

26.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

26.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

26.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

AUDITING**27.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC503
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

27.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Nature, Extend and Scope of Audit	Lecture	12	3
2	Internal Control System	Lecture	15	3
3	Company Audit Sec 139-143	Lecture	20	4
4	Powers and Duties of Auditor	Lecture	15	3
5	Practice of audit features in Tally	Presentation	20	4

27.3 Continuous Evaluation Schedule

27.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

27.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

27.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

COST ACCOUNTING**28.1 Course Overview**

1	Course	core
2	Course Type	theory
3	Course Code	TBOC504
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

28.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction	Lecturing	18	4
2	Process costing and Operation Costing	Lecturing	12	3
3	Job Costing	Lecturing	15	3
4	Cost Audit	Lecturing	20	4
5	Accounting for Manufacturing	Lecturing	7	2

28.3 Continuous Evaluation Schedule

28.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

28.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

28.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

ADVANCED ACCOUNTING (P)

29.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC505
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	5
10	Number of Experiments	15
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

PROJECT WORK -2(P)**30.1 Course Overview**

1	Course	core
2	Course Type	practical
3	Course Code	TBOC506
4	Credit	
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	1
10	Number of Experiments	15
11	Total Week to complete	75
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

ENTERPRENEURSHIP DEVELOPMENT

31.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	BOCG601
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	4
10	Number of Modules	5
11	Total Week to complete	21
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

31.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction	Lecturing	10	3
2	Create an awareness	Lecturing	17	5
3	General awareness	Lecturing	15	4
4	Discuss opportunities in small business	Lecturing	20	5
5	Project formulation	Lecturing	20	5

31.3 Continuous Evaluation Schedule

31.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	7	20	1 Hours	Assessment Test
2	14	20	1 Hours	Assessment Test
3	21	80	3 Hours	Model Examination

31.3.2 Assignments

No.	Week	Duration	Assignments type
1	7	1 Week	Problem solving
2	14	1 Week	Problem solving
3	21	1 Week	Problem solving

31.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	7	3	20 Minute	Lecture
2	14	3	20 Minute	Lecture
3	21	3	20 Minute	Lecture

E COMMERCE AND WEBSITE MAINTENANCE(P)

32.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	PBOC602
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	6
10	Number of Experiments	15
11	Total Week to complete	15
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

LIFE AND GENERAL INSURANCE

33.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC603
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

33.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction	Lecturing	12	3
2	Life insurance	Lecturing	15	3
3	Marine Insurance	Lecturing	20	4
4	Motor Vehicle policies	Lecturing	15	3
5	Preparation and Presentation of Documents	Lecturing	20	4

33.3 Continuous Evaluation Schedule

33.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

33.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

33.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

DIGITAL MARKETING MANAGEMENT

34.1 Course Overview

1	Course	core
2	Course Type	theory
3	Course Code	TBOC604
4	Credit	4
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	72
9	Hours per Week	5
10	Number of Modules	5
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	5
13	Assignment/Seminar	5
14	Assessment Test	10 (2 × 5 = 10)

34.2 Implementation Schedule

Module	Module Title	Delivery Methods	Total hours	Number of Weeks to complete
1	Introduction	Lecturing	12	3
2	Market segmentation	Lecturing	15	3
3	Digital marketing	Lecturing	20	4
4	Social media	Lecturing	15	3
5	Digital Concepts	Lecturing	20	4

34.3 Continuous Evaluation Schedule

34.3.1 Test paper

No.	Week	Total marks	Time duration	Exam type
1	6	20	1 Hours	Assessment Test
2	12	20	1 Hours	Assessment Test
3	18	80	3 Hours	Model Examination

34.3.2 Assignments

No.	Week	Duration	Assignments type
1	6	1 Week	Problem solving
2	12	1 Week	Problem solving
3	18	1 Week	Problem solving

34.3.3 Seminar

No.	Week	Number of seminars	Time duration	Delivery method
1	6	3	20 Minute	Lecture
2	12	3	20 Minute	Lecture
3	18	3	20 Minute	Lecture

Business and Office Management(P)

35.1 Course Overview

1	Course	core
2	Course Type	practical
3	Course Code	TBOC605
4	Credit	6
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	5
10	Number of Experiments	15
11	Total Week to complete	18
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)

INTERNSHIP III(P)**36.1 Course Overview**

1	Course	core
2	Course Type	practical
3	Course Code	TBOC606
4	Credit	
5	Duration of External Examination	3 hours
6	External Assessment	80
7	Internal Assessment	20
8	Total hours	144
9	Hours per Week	1
10	Number of Experiments	15
11	Total Week to complete	75
Distribution of Internal Marks		
12	Attendance	2
13	Record	4
14	Assessment Test	4 (1 × 4 = 1)