

**M.COM**  
**SEMESTER-II**

(MCMM21201T): COMPUTER APPLICATIONS IN ACCOUNTING

**MAX. MARKS: 100**

**EXTERNAL: 70**

**INTERNAL: 30**

**PASS: 40%**

**Credits:6**

**Objective:** To provide computer skills and knowledge for commerce students and to enhance the student understands of usefulness of information technology tools for business operations.

**INSTRUCTIONS FOR THE PAPER SETTER/EXAMINER:**

1. The syllabus prescribed should be strictly adhered to.
2. The question paper will consist of three sections: A, B, and C. Sections A and B will have four questions from the respective sections of the syllabus and will carry 10 marks each. The candidates will attempt two questions from each section.
3. Section C will have fifteen short answer questions covering the entire syllabus. Each question will carry 3 marks. Candidates will attempt any ten questions from this section.
4. The examiner shall give a clear instruction to the candidates to attempt questions only at one place and only once. Second or subsequent attempts, unless the earlier ones have been crossed out, shall not be evaluated.
5. The duration of each paper will be three hours.

**INSTRUCTIONS FOR THE CANDIDATES:**

Candidates are required to attempt any two questions each from the sections A and B of the question paper and any ten short questions from Section C. They have to attempt questions only at one place and only once. Second or subsequent attempts, unless the earlier ones have been crossed out, shall not be evaluated.

**SECTION A**

**Computer Fundamentals**

Unit -1 Introduction to Computer, Windows Operating System

Unit -2 MS Word, MS PowerPoint and MS Excel

## **Computerised Accounting**

Unit-3 Computer and Computerised Accounting System

Unit-4 Electronics Spreadsheet, Use of Spreadsheet in Business Application

## **Application of Computer in Financial Accounting**

Unit-5 Graphs and Chart -I

Unit-6 Graphs and Chart –II

Graphs and Chart –III

## **SECTION B**

### **Management Information System**

Unit -7 Management Information System: Basic Concepts

Unit -8 MIS Applications in Organisation

Unit -9 MIS Issues and Challenges

### **Database Management System in Accounting**

Unit-10 Introduction of Database Management

Unit-11 Introduction to Accounting

Unit-12 Accounting System using Database Management System

### **Suggested Reading:**

1. Hunt, R., J. Shelley, *Computers and Commonsense*, Prentice Hall of India.
2. Sinha, Pradeep K. and Preeti Sinha, *Foundation of Computing*, BPB Publication.
3. Saxena, Sanjay, *A First Course in Computers*, Vikas Publishing House.
4. Leon A. & Leon M., *Introduction to Computers*, Leon Vikas Publications
5. N. Subramanian, *Introduction to Computers*, Tata McGraw-Hill.
6. Peter Nortorn, *Introduction to Computers*, Seventh Edition