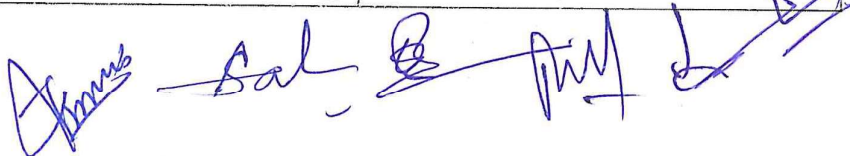


FOUR YEAR UNDERGRADUATE PROGRAM (2024-28)
DEPARTMENT OF Commerce and Management

COURSE CURRICULUM

PART-A: Introduction			
Program: Bachelor in Business Administration (Certificate/ Diploma /Degree)		Semester- V	Session: 2024-2027
1	Course Code	BBSEC - 03	
2	Course Title	GST with Return Filing	
3	Course Type	Skill Enhancement Course [SEC]	
4	Pre-requisite (if, any)	As per requirement	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> ➤ Detailed Overview of the indirect taxation system of India. ➤ GST Registration and Compliance ➤ Filing of various GST returns 	
6	Credit Value	2 Credits (1C+1C)	Credit = 15 Hours – Theoretical learning and = 30 Hours Laboratory or Field learning/Training
7	Total Marks	Max. Marks: 50	Min Passing Marks: 20
PART-B: Content of the Course			
Total No. of Teaching-learning Periods: Theory – 15 Periods (15 Hrs) and Lab. or Field learning/Training 30 Periods (30 Hours)			
Module	Topics (Course contents)		No. of Period
Theory Contents	What is GST; What is ITR; Introduction of ITR forms; Selection of ITR forms; Verification of Returns. E filing of Return on Income Tax Portal. Basics of GST and GST in Tally; Basics of TDS and TDS in Tally. Payroll and Payroll with Tally; Income Tax with Tally Advance Excel and MIS Reporting		15
Lab./Field Training Contents	<ul style="list-style-type: none"> • Project on GST return filing on the GSTN portal. • GST tasks to be done with Accounting Software like Tally 		30
Keywords	GST, ITR, E Filing, Excel, MIS, Tally.		
PART-C: Learning Resources			
Text Books, Reference Books and Others			
Text Books Recommended-			
1. GST Case Digest - By Rajat Mohan; Agarwal Law House 2. Taxmann GST - Practice Manual; Agarwal Law House			
Online Resources-			
https://www.studyathome.org/products/practical-gst-return-filing-course https://www.skillecure.com/courses/Practical-GST-Return-Filing-Course			
PART-D: Assessment and Evaluation			
Suggested Continuous Evaluation Methods:			
Maximum Marks:		50 Marks	
Continuous Internal Assessment (CIA):		15 Marks	
End Semester Exam (ESE):		35 Marks	
Continuous Internal Assessment (CIA): (By Course Coord	Internal Test / Quiz-(2): 10 & 10 Assignment/Seminar + Attendance - 05 Total Marks -	Better marks out of the two Test/ Quiz + obtained marks in Assignment shall be considered against 15 Marks	



End Semester Examination (ESE):	Laboratory/Field Skill Performance: Onspot Assessment J. Performed the Task based on learned skill- 20 Marks K. Spotting based on tools (written) - 10 Marks L. Viva-voce (based on principle/technology) - 05 Marks	Managed by Coordinator as per skilling
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Name and Signature of Convener & Members (CBOS)

GOES TO 06TH SEMESTER

