

Department of Commerce
SHYAM LAL COLLEGE, UNIVERSITY OF DELHI

Subject: Business Tax Procedure and Management Course & Sem: B.COM Hons., Sem-VI

Teacher: Yogesh

S No.	From	To	Topics
Week 1	18th January 2024	20th January 2024	Advance payment of Tax.
Week 2	22nd January	27th January 2024	Tax deduction/collection at source.
Week 3	29th January 2024	3rd February 2024	Documentation, returns, Certificates.
Week 4	5th February 2024	10th February 2024	Cash Flow Statement and Accounting Standards.
Week 5	12th February 2024	17th February 2024	Interest payable by assessee/government; Collection and recovery of Tax.
Week 6	19th February 2024	24th February 2024	Assessment, re-assessment, rectification of mistakes.
Week 7	26th February 2024	2nd March 2024	Class Test and Presentations.
Week 8	4th March 2024	9th March 2024	Appeals and revisions; Preparation and filing of appeals with appellate authorities.
Week 9	11th March 2024	16th March 2024	Drafting of appeal; statement of facts and statement of law.
Week 10	18th March 2024	23rd March 2024	Ratio Analysis and Comparative Financial Statements.
Week 11	24th March 2024	31st March 2024	Mid-Semester Break
Week 12	1st April 2024	6th April 2024	Penalties and Prosecutions: Provisions relating to undisclosed income/ investment (Sections 68, 69A, 69B, 69C, 69D).
Week 13	8th April 2024	13th April 2024	Settlement Commission; Search, seizure and survey.
Week 14	15th April 2024	20th April 2024	Transactions with persons located in notified jurisdictional area.
Week 15	22nd April 2024	27th April 2024	General anti-avoidance rule; Tax clearance certificate; Securities transaction tax.
Week 16	29th April 2024	4th May 2024	Information Technology and Tax administration; Income Tax authorities.
Week 17	6th May 2024	11th May 2024	TAN (Tax Deduction and Collection Account Number); TIN (Tax Information Network).

