

# St. Joseph's College (Autonomous)

Accredited with A++ Grade (4th Cycle) by NAAC Awarded Special Heritage Status by the UGC DBT- STAR DST-FIST Sponsored College College with Potential for Excellence Tiruchirappalli - 620 002.

#### PG & RESEARCH DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

# Offers Value Added Course On "Finance for Work Place"

## Features of this Programme

Understand the existing finance skills in a work environment.

Be conversant with the accounting skills needed to work together.

Familiar with accounting skills that unit people at various hierarchical level.

Proficient to get along with enhanced corporate financial skills for relating people.

# CANDIDATES ARE TRAINED BY EXPERT FACULTY OF SJC

**Course duration 30 Hours** 

Dates Between 20.01.2023 and 20.03.2023

Time 2.00 PM – 4.00 PM

Fees: Rs 300 only

Enroll before 18th January 2023

Mr.G.Louis Victor
Course coordinator

**Dr J Wilfred Angello Gerald** Head of the Department





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DBT- STAR DST-FIST Sponsored College
College with Potential for Excellence
Tiruchirappalli - 620 002.

PG & RESEARCH DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

## INAUGURATION OF THE VALUE ADDED COURSE

On

## "FINANCE FOR WORK PLACE"

Welcome Address

Mr.G.Louis Victor Assistant Professor, Dept of HRM St Joseph's College (Autonomous)

**Felicitation** 

Dr J Wilfred Angello Gerald Head, Dept of HRM St Joseph's College (Autonomous)

Date: 20.01.2023 Time: 2 PM Venue: HRM AV ROOM









# DEPARTMENT OF HUMAN RESOURCE MANAGEMENT ST.JOSEPH'S COLLEGE (Autonomous)

Re-accredited with A++Grade by NACC & College with Potential for Excellence TIRUCHIRAPPALLI - 620 002, INDIA.

Phone: 0431 - 4226399 / 2700320 Fax: 0431 - 2701501

E-mail: college@sjctni.edu / sjchrm@gmail.com

Website: www.sjctni.edu

## REPORT ON THE VALUE ADDED COURSE: FINANCE FOR WORK PLACE

PG and Research Department of Human Resource Management has organized the value-added course for this academic year 2022-23 under the title 'Finance for work place'. Mr. G.Louis Victor was the course coordinator. The program scheduled for 15 days with 2 hours class each day amounting to 30 Hours. The commencement day was 20.01.2023 and the concluding day is 17.03.2023. The inauguration was held on 20<sup>th</sup>January 2023 at 2.00PM in the afternoon. Initially Mr. G. Louis Victorinvited the gathering and highlighted the importance of the value added course in the topic titled "Finance for work place" followed by the felicitation by the Head of the Department Dr J. Wilfred Angello Gerald. Later the training program was started for the first day.

45 students belonging to HRM department of both I & II years registered for this value added course and they actively participated in this program. Dr B Augustin Arockiaraj, Dr Vinoth Kumar, Dr Arul Doss, Dr, Bastin Arockiaraj and Prof S. Arputharaj were the resource persons for the entire Value added course. Dr B Augustin Arockiaraj focused on the following topics accounting: objectives, functions, branches and systems of accounting, Journal, ledger and Trial balance for his training sessions. Dr Arul Doss concentratedon Cost: concept, classification, Marginal costing, basic understanding of breakeven analysis, Cost volume profit analysis, margin of safety. Dr Vinoth Kumar dealt with Financial Frame Work consisting of Basics of Final accounts, trading accounts, Profit and loss accounts, and Balance sheet, components of Depreciation, Fund flow and Cash flow statement - uses and differences between them. Financial Decision dealing with Budge, types, zero base budgeting, budgetary control, Capital budgeting and dividend. Indian finance system- primary Market, secondary market, capital market (organized and unorganized) and money market (organized and unorganized) was looked after by Prof S. Arputharaj. Finally Dr B Augustin Arockiaraj concentrated on Financial Analysis

consisting of Financial management, Time value of money: classification, long term and short term nature, Inventories: meaning, types, benefits, ABC analysis, VED analysis, safety stock, danger stock, minimum stock level, maximum stock level

Each day the students had theoretical inputs (technical sessions) followed by question sessions for 15 minutes to assess the understanding of the students. This was followed every day in each class hours. Students were trained on practical aspects of finance that is much needed in industrial environment. Towards the completion of the course students were subjected to test the course outcomes. It was observed that 70% of the course outcomes were justified. This was given by the resource persons through their regular assessments. During the feedback session, students made a request to enhance the total hours to 40 hours so that more about finance can be learnt. At the final day, Certificates were distributed to the students with grades mentioned as per their performance.

J. Wilher Angels Call

Dr J WILFRED ANGELLO GERALD
MA,MA,MA,MA,M.Phil.PGDBA,PGDMM,PGDIR,NET,Ph.D.
Assistant Professor & Head
PG & Research Dept. of HRM
St. Joseph's College (Autonomous)
Tirucnirappalli - 620 002.

#### DEPARTMENT OF HUMAN RESOURCE MANAGEMENT ST. JOSEPH'S COLLEGE (AUTONOMOUS), TIRUCHIRAPPALLI-2

#### 21PHRVAC 101

#### FINANCE FOR WORK PLACE

**DURATION: 30Hrs** 

The syllabus is framed with 80% theory (vital) and 20% problems (optional)

#### COURSE OUTCOMES:

- Being acquainted with the required finance knowledge at the work place irrespective of the position.
- Understand the existing finance skills in a work environment
- Be conversant to share the accounting skills needed to work together.
- · Familiar with the accounting skills that integrate people at hierarchical level.
- · Being efficient with the contemporary financial terminology that link people at work place
- · Proficient to get along with the enhanced corporate financial skills for relating people.

#### UNIT 1: BASICS OF ACCOUNTS

Accounting: objectives, functions, branches and systems of accounting. Introduction to Journal, ledger and Trial balance:

#### UNIT 2: FINANCIAL FRAME WORK

Basics of Final accounts, trading accounts, Profit and loss accounts, and Balance sheet: meaning and components Depreciation: meaning and reasons

Fund flow and Cash flow statement: meaning, uses and differences between them.

#### UNIT 3: UNDERSTANDING COST

Cost: concept, classification, Marginal costing: meaning, basic understanding of breakeven analysis, Cost volume profit analysis, margin of safety.

#### **UNIT 4: FINANCIAL ANALYSIS**

Financial management: meaning, objectives,. Time value of money: classification, long term and short term nature, Inventories: meaning, types, benefits, ABC analysis, VED analysis, safety stock, danger stock, minimum stock level, maximum stock level

#### **UNIT 5: FINANCIAL DECISION**

Budget: meaning, types, zero base budgeting, budgetary control, Capital budgeting and dividend. Indian finance system: primary Market, secondary market, capital market (organized and unorganized) money market (organized and unorganized).

#### **Text Books**

- 1. Dr.Maheswari S.N,(2017) Financial Accounting, Sultan Chand and Sons, New Delhi-23.
- Dr. MaheswariS.N,(2016) Principles of Cost and Managerial Accounting, Sultan Chand and Sons, New Delhi-23.

#### Reference book

 Varshney P.N. and Mittal D.K., (2015) Indian Finance System, Vikas Publishing House Pvt. Ltd., New Delhi-14.



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Phone: 0431 - 4226399 / 2700320 Fax: 0431 – 2701501 E-mail: college@sjctni.edu / sjchrm@gmail.com

Website: www.sjctni.edu

# TIME TABLE FOR VALUE ADDED COURSE- FINANCE FOR WORK PLACE Duration: 20.01.2023-17.03.2023

Date	Faculty	Time	Faculty	Time
21.01.2023	Dr B. Augustin Arockiaraj	2.00PM-	Prof S. Arputharaja	3.00PM-
	The second of th	3.00PM		4.00PM
23.01.2023	Dr Arul Doss	2.00PM-	Dr Arul Doss	3.00PM-
		3.00PM	*	4.00PM
27.01.2023	Dr B. Augustin Arockiaraj	2.00PM-	Prof S. Arputharaja	3.00PM-
		3.00PM		4.00PM
30.01.2023	Prof S. Arputharaja	2.00PM-	Dr P. Bastin Arockiaraj	3.00PM-
		3.00PM	,	4.00PM
03.02.2023	Dr B. Augustin Arockiaraj	2.00PM-	Prof S. Arputharaja	3.00PM-
1		3.00PM		4.00PM
06.02.2023	Dr Arul Doss	2.00PM-	Dr P. Bastin Arockiaraj	3.00PM-
		3.00PM		4.00PM
10.02.2023	Prof S. Arputharaja	2.00PM-	Dr B. Augustin Arockiaraj	3.00PM-
		3.00PM		4.00PM
20.02.2023	Dr Arul Doss	2.00PM-	Dr B. Augustin Arockiaraj	3.00PM-
		3.00PM		4.00PM
24.02.2023	Prof S. Arputharaja	2.00PM-	Dr B. Augustin Arockiaraj	3.00PM-
		3.00PM		4.00PM
27.02.2023	Dr J Vinoth Kumar	2.00PM-	Dr P. Bastin Arockiaraj	3.00PM-
		3.00PM		4.00PM
03.03.2023	Dr J Vinoth Kumar	2.00PM-	Dr P. Bastin Arockiaraj	3.00PM-
9		3.00PM		4.00PM
06.03.2023	Dr J Vinoth Kumar	2.00PM-	Dr Arul Doss	3.00PM-
		3.00PM		4.00PM
10.03.2023	Dr P. Bastin Arockiaraj	2.00PM-	Dr J Vinoth Kumar	3.00PM-
		3.00PM		4.00PM
13.03.2023	Dr Arui Doss	2.00PM-	Dr J Vinoth Kumar	3.00PM-
		3.00PM		4.00PM
17.03.2023	Dr P. Bastin Arockiaraj	2.00PM-	Dr J Vinoth Kumar	3.00PM-
		3.00PM		4.00PM

Mr.G.Louis Victor VAC, Coordinator Dr J Wilfred Angello Gerald Head, Dept of HRM

UNITS	FACULTY	CONTACT
1	Dr B. Augustin Arockiaraj	9943981747
11	Dr J Vinoth Kumar	9600444121
III	Dr Arul Doss	9489573319
IV	Dr P. Bastin Arockiaraj	9578893235
V	Prof S. Arputharaja	9486015134

## DEPARTMENT OF HUMAN RESOURCE MANAGEMENT Value Added Course: Finance for Work Place

## Students list Academic year : 2021-2023 Duration: 20.01.2023- 20.03.2023

SI.No.	D.No.	Name		
1.	22PHR101	J JENCY DEVA PRIYA		
2	22PHR110	RINU VARGEESE		
3	22PHR113	JENIFER D		
4	22PHR114	P. KEERTHANA		
5	22PHR116	R. SEELIA JENIFAR		
6	22PHR118	TALLARINE ESTHER MARIA .S		
7	22PHR120	P. WILMA		
8	22PHR121			
		THERES ROSILIN .K		
9	22PHR122	JENIFER CATHARINE F.R		
10	22PHR123	JASMINE ANANTHI. P		
11	22PHR124	KARISHMA		
12	22PHR125	NELSON DEVARAJ		
13	22PHR126	M. IRIEN		
14	22PHR128	SHYAMALA DEVI .M		
15	22PHR129	SOFIA JASMINE .J		
16	22PHR130	CHRISTIYAN ANTONIYA, P		
17	22PHR132	MANIKANDAN, K		
18	22PHR135	JOAN .K		
19	22PHR137	G.SINDHU SRI		
20	22PHR140	ALINA SREYA VINCY.S		
21	22PHR141	VETRI VENDHAN .A		
22	21PHR101			
23	21PHR102	H.CHRISTHU GNANARAJ MANUAL FERNANDO		
24	21PHR103	X. SAHAYA ASHIBA		
25	21PHR105			
26	21PHR106	ANCY MARIA.A		
		AKASH.K		
27	21PHR107	ELANKATHIR.A		
28	21PHR109	R.A. ROOBAN		
29	21PHR110	K. AGNES ROSY		
30	21PHR114	KAVIYARASAN. T		
81	21PHR113	R. THIRUGNANAM		
12	21PHR118	VARUN RAJ.S		
3	21PHR124	VINOTHINI,A		
	21PHR125	V.S. AKSHAYA		
	21PHR126	RAGAVI.P		
6	21PHR127	DHINESH KUMARAN.M		
7	21PHR128	NOYAL SHAJI		

38	21PHR129	MATHIVATHANI .R
39	21PHR130	M. AKSHAYA. T
40	21PHR131	GRESH KUMAR, P
41	21PHR137	SANGEETHA.S
42	21PHR138	SNEHA.K
43	21PHR140	JOSHVAJOSEPH SELVARAJ
44	21PHR141	CELSIYA .C
45	21PHR142	SNEHA STEPHEN

COURSE COORDINATOR

J. WALL BULL CULL
HEAD OFTHEDEPARTMENT



## DEPARTMENT OF HUMAN RESOURCE MANAGEMENT ST.JOSEPH'S COLLEGE (Autonomous) TIRUCHIRAPPALLI – 620 002, INDIA.

# ATTENDANCE LIST: VALUE ADDED COURSE: FINANCE FOR WORK PLACE: 2 -4PM

S.N		PARTICIPANTS	03.3.23	06.3.23	10.3.23	13.3.23	17.3.23
1	22PHR101	J .JENCY DEVA PRIYA	1				~
2	22PHR110	RINU VARGEESE	/	~			1
3	22PHR113	JENIFER D	5	a	1	1	1
4	22PHR114	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		a	1	-	1
5	22PHR116	R. SEELIA JENIFAR			. ^	0	1
6	22PHR118	TALLARINE ESTHER MARIA .S	V	~	V	~	~
7	22PHR120	P. WILMA	^		~		
8	22PHR121	THERES ROSILIN .K	10			~	_
9	22PHR122	JENIFER CATHARINE F.R		~	~		V _
10	22PHR123	JASMINE ANANTHI. P	-	V.	0		
11	22PHR124	KARISHMA		-	· _		
12	22PHR125	NELSON DEVARAJ		- OX			
13	22PHR126	M. IRIEN		~	~	~	V
14	22PHR128	SHYAMALA DEVI .M		~	~		V _
15	22PHR129	SOFIA JASMINE .J	_		~		V_
16	22PHR130	CHRISTIAN ANTONYA.P		~	~	2	~
17	22PHR132	MANIKANDAN.K	V	-V-	V	~	V
18	22PHR135	JOAN .K	-V		V	V	V
19	22PHR137	G.SINDHU SRI	-V	V	~	V	~
20	22PHR140	ALINA SREYA VINCY.S	~	-V	0	~	~
21	22PHR141	VETRI VENDHAN .A	CL	V	~	~	~
22	21PHR101	H.CHRISTHU GNANARAJ	~	_ V	V	~	V
23	21PHR102	MANUAL FERNANDO	V_	~	V	V	V
24	21PHR103	X. SAHAYA ASHIBA	V	V	V	~	
25	21PHR105	ANCY MARIA.A	/	_/	~	/	~
26	21PHR106	AKASH.K	~	~	~	~	
27	21PHR107	ELANKATHIR.A	V	~	/	/	~
28	21PHR109	R.A. ROOBAN	V	/	~	/	
29	21PHR110	K. AGNES ROSY	~	/	0		
30	21PHR113	R. THIRUGNANAM	0	,,	~	/	
31	21PHR114	KAVIYARASAN. T	~	V	0	V	
32	21PHR118	VARUN RAJ.S	~	0	V	~	V
33	21PHR124	VINOTHINI.A	a		V		a
34	21PHR125	V.S. AKSHAYA	$\checkmark$	~		レー	
35	21PHR126	RAGAVI.P	~	V	~	V	1
36	21PHR127	DHINESH KUMARAN.M	V	~		10	
37	21PHR128	NOYAL SHAJI	1		~	1	~
	-31,111,120	TO LAC SHAJI		5	1	V	V

38	21PHR129	MATHIVATHANI.R			1	/	
39	21PHR130	M. AKSHAYA	-	on	_	~	
40	21PHR131	GRESH KUMAR. P	-	~	a	~	
41	21PHR137	SANGEETHA.S		0	./	~	
42	21PHR138	SNEHA.K					0
43	21PHR140	JOSHVAJOSEPH SELVARAJ	5	/	a	~	~
44	21PHR141	CELSIYA .C		~	~		
45	21PHR142	SNEHA STEPHEN		a	~		

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# ATTENDANCE LIST: VALUE ADDED COURSE: FINANCE FOR WORK PLACE: 2 -4PM

S.NO	D.NO	PARTICIPANTS	06.2.23	10.2.23	20.2.23	24.2.23	27.2.23
1	22PHR101	J .JENCY DEVA PRIYA	5	~	5	1	0
2	22PHR110	RINU VARGEESE			~	~	~
3	22PHR113	JENIFER D		¥	~	V	V
4	22PHR114	P. KEERTHANA	1.0	~	1	~	V
5	22PHR116	R. SEELIA JENIFAR		0	~	~	
6	22PHR118	TALLARINE ESTHER MARIA .S	~	~	~	~	~
7	22PHR120	P. WILMA	O)	V	~	V	V
8	22PHR121	THERES ROSILIN .K	1	V	/	0	V_
9	22PHR122	JENIFER CATHARINE F.R	5	5		1	~
10	22PHR123	JASMINE ANANTHI. P	1	1	1	5	$\sqrt{}$
11	22PHR124	KARISHMA	1./	1			
12	22PHR125	NELSON DEVARAJ	×	V	1	~	1
13	22PHR126	M. IRIEN	a	1	1	10	1
14	22PHR128	SHYAMALA DEVI .M		1	./	1	1
15	22PHR129	SOFIA JASMINE .J		1	1	1	
16	22PHR130	CHRISTIAN ANTONYA.P	1.	1	1	.1	
17	22PHR132	MANIKANDAN.K	17	1	11		2
18	22PHR135	JOAN .K	1	1		1	
19	22PHR137	G.SINDHU SRI	1	1	1	1	
20	22PHR140	ALINA SREYA VINCY.S	1	1	./	.1	
21	22PHR141	VETRI VENDHAN .A			~	1	
22	21PHR101	H.CHRISTHU GNANARAJ	1/	1	1	1	~
23	21PHR102	MANUAL FERNANDO	-/	-	V	1	^
24	21PHR103	X. SAHAYA ASHIBA	1	V	. ^	V	1
25	21PHR105	ANCY MARIA.A	V_	-	_	1	
26	21PHR106	AKASH.K		V	~	~	1
27	21PHR107	ELANKATHIR.A	V	1		1	
28	21PHR109	R.A. ROOBAN	V	. /		./	1
29	21PHR110	K. AGNES ROSY	1	1		1	1
30	21PHR113	R. THIRUGNANAM	1/			1	1
31	21PHR114	KAVIYARASAN. T		1	a	1	1
32	21PHR118	VARUN RAJ.S	1	a	1	~	1
33	21PHR124	VINOTHINI.A	1	1.	_	V	
34	21PHR125	V.S. AKSHAYA	1	/		1	*
35	21PHR126	RAGAVI.P	1		1		- V
36	21PHR127	DHINESH KUMARAN.M	V	~	1	1	5
37	21PHR128	NOYAL SHAJI	N		1		1

38	21PHR129	MATHIVATHANI .R					
39	21PHR130	M. AKSHAYA		~			
40	21PHR131	GRESH KUMAR. P	1./	~	a		V
41	21PHR137	SANGEETHA.S	1	~	. /		a
42	21PHR138	SNEHA.K		0	1		
43	21PHR140	JOSHVAJOSEPH SELVARAJ	a	~	~	~	
44	21PHR141	CELSIYA .C		~	~	~	~
45	21PHR142	SNEHA STEPHEN		~	~	~	1

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### DEPARTMENT OF HUMAN RESOURCE MANAGEMENT ST.JOSEPH'S COLLEGE (Autonomous) TIRUCHIRAPPALLI - 620 002, INDIA.

## ATTENDANCE LIST: VALUE ADDED COURSE: FINANCE FOR WORK PLACE: 2 -4PM

S.NO	D.NO	PARTICIPANTS	20.1.23	23.1.23	27.1.23	30.1.23	03.2.23
1	22PHR101	J.JENCY DEVA PRIYA	V	V	~	<b>V</b>	
2	22PHR110	RINU VARGEESE	~	V	V	~	V
3	22PHR113	JENIFER D	~	1	V	V	/
4	22PHR114	P. KEERTHANA	/	1	1	/	~
5	22PHR116	R. SEELIA JENIFAR		1	V	/	/
6	22PHR118	TALLARINE ESTHER MARIA .S	<b>V</b>	1	<b>✓</b>	/	/
7	22PHR120	P. WILMA	<b>V</b>	5	1	/	/
8	22PHR121	THERES ROSILIN .K	/	1	5	1	1
9	22PHR122	JENIFER CATHARINE F.R	~	~	/	V	1
10	22PHR123	JASMINE ANANTHI. P	~	/	~	1	V
11	22PHR124	KARISHMA	V	/	م	~	
12	22PHR125	NELSON DEVARAJ	~	~	~	~	~
13	22PHR126	M. IRIEN	~	1	~	/	~
14	22PHR128	SHYAMALA DEVI .M	~	1	/	~	~
15	22PHR129	SOFIA JASMINE .J	~	1	/	$\sim$	V
16	22PHR130	CHRISTIAN ANTONYA.P	V	1			~
17	22PHR132	MANIKANDAN.K	~	V	a	/	1
18	22PHR135	JOAN .K	/	V	~		$\sim$
19	22PHR137	G.SINDHU SRI	a	/	V	V.	1
20	22PHR140	ALINA SREYA VINCY.S	~	~	V		1
21	22PHR141	VETRI VENDHAN .A	~		~	0	1
22	21PHR101	H.CHRISTHU GNANARAJ	~	~	1	V	1
23	21PHR102	MANUAL FERNANDO	~	1	~	1	/
24	21PHR103	X. SAHAYA ASHIBA	<b>/</b>	/	1	\( \tag{ \tag} \} \} \ta} \ta} \tag{ \tag{ \tag} \tag{ \tag{ \tag{ \tag{ \tag}	1
25	21PHR105	ANCY MARIA.A	V	1	1	1	~
26	21PHR106	AKASH.K	~	/		~	1
27	21PHR107	ELANKATHIR.A	/	V	5	V	~
28	21PHR109	R.A. ROOBAN	V	1		V	~
29	21PHR110	K. AGNES ROSY	V	V	$\sim$	1	1
30	21PHR113	R. THIRUGNANAM	V	/		1	~
31	21PHR114	KAVIYARASAN. T	~	a	\( \tag{1}	V	~
32	21PHR118	VARUN RAJ.S	<b>/</b>	V	~	~	~
33	21PHR124	VINOTHINI.A	~		<b>V</b>	V	
34	21PHR125	V.S. AKSHAYA	V	V			5
35	21PHR126	RAGAVI.P	~	1	V	1	~
36	21PHR127	DHINESH KUMARAN.M	~	5	V	1	/
37	21PHR128	NOYAL SHAJI	<b>/</b>	~	V	a	V

38	21PHR129	MATHIVATHANI .R					
39	21PHR130	M. AKSHAYA	- V	V,	<i>y</i> '	V.	V
40	21PHR131	GRESH KUMAR, P	1	-		<u>a</u>	~
41	21PHR137	SANGEETHA.S	- V	a		~	
42	21PHR138	SNEHA.K		\\\			
43	21PHR140	JOSHVAJOSEPH SELVARAJ	1	5	<u>~</u>	~	0
44	21PHR141	CELSIYA .C	+7		<del>-</del>	_	./
45	21PHR142	SNEHA STEPHEN	+	1	V	V	./

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# PG & RESEARCH DEPARTMENT OF HUMAN RESOURCE MANAGEMENT

# St. JOSEPH' S COLLEGE (Autonomous)

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TIRUCHIRAPPALLI - 620 002, TAMIL NADU, INDIA.

# CERTIFICATE OF PARTICIPATION

Mr. G. Louis Victor

Course Coordinator, Dept. of HRM St. Joseph's College, Tiruchirappalli-2 Dr. J. Wilfred Angello Gerald Head of the Department, Dept. of HRM St. Joseph's College, Tiruchirappalli-2 Rev Dr. M. Arockiasamy Xavier SJ
Principal, St. Joseph's College
Tiruchirappalli-2

Value Added Course on Finance for Work Place: 20.1.2023- 17.03.2023





