

MATHEMATICS

Elementary idea of A.P, C.P. and H.P Permutation and Combinations

~~Binomial~~ Binomial, Logarithmic and Exponential Series, set theory - definitions, union, intersection and difference, of sets.

Variables, functions and Graphs - Differentiation and integration functions.

Elementary idea of Determinantes, Matrices and Vectors up to purchase of two vectors.

CO-ordinates. st. lines, Pair of st. lines

STATISTICS

Statistics - its meaning, nature, scope, limitation and importance. in business and economics :-

Collection of Data, definition of the unit of investigation, Census and sample survey. Direct and indirect personal investigation, investigation on the basis of existing documents errors in collection of statistics. preparation of questionnaires and schedules.

Sample Survey - population, sampling units and sampling variance. Concept of Purposive and Probability sampling. Simple random sampling, stratified random sampling systematic sampling two stage sampling and cluster sampling.

Income Tax Act 1961 - Definitions Concept of income residence and tax liability, distinction between Capital and revenue receipts, income exempt from tax.

Computation of income under various heads - Salaries, interest on securities, income from house property, Capital gains

Taxation of individuals and firms,

Income Tax authorities their appointment, jurisdiction and powers.

A brief introduction to wealth Tax Act 1957 Gift Tax Act 1958.

Books Recommended.

- (1) Dr. R. K. Jain - Income tax Law and Accounts (S.B.P.D)
 - (2) H. C. Mehra - Income Tax
 - (3) R. R. Gupta - Income Tax
 - (4) Bhagwati Prasad - Income Tax
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Graphic Representation of Data - Histograms, bar chart and pie chart, frequency polygon, frequency curve, ogive of less than and more than types: -

Measure of central Tendency - Arithmetic mean, geometric mean, harmonic mean, weighted averages, median, mode, quartiles, deciles and percentiles, their relative importance and ~~limitation~~ limitation.

Measures of Dispersion - Range, mean deviation, quartile deviation, standard deviation, Co-efficient of skewness, and ~~moments~~ moments.

Correlation - its meaning uses and types: Degrees of Correlation and its nature. Product moment correlation and rank correlation.

Books Recommended.