

BOI Syllabus 2022 (Manager, Credit officers and Other Posts)

BOI Exam Pattern 2022

Subject Name	No. of Marks	Time Duration
English Language	50	02 Hours 30 Minutes (Composite Time of 150 Minutes)
Professional Knowledge	75	
General Awareness with special reference to Banking Industry	50	
Total	175	-

BOI Syllabus 2022 - (Subject Wise)

English

- Articles
- Adverbs
- Verb Agreement
- Idioms and Phrases
- Tenses
- Error Corrections
- Vocabulary
- Comprehensions
- Grammar
- Sentence Arrangements
- Fill in the blanks
- Synonyms
- Unseen Passages
- Error Correction

Management Accounting

- Process Costing
- The material, Labour Cost and Overhead Cost Output or Unit Costing (Cost Sheet)
- Cost of capital
- Job and Batch Costing
- Capital structure
- Analysis

- Contract Costing
- Capital budgeting
- Marginal (Variable) Costing and Cost-Volume-Profit
- Sources of finance
- Budgeting and Budgetary Control
- Ratio analysis
- Standard Costing and Variance Analysis
- Financial Statement Analysis
- Cash Flow Statement
- Funds Flow Statement

Corporate Accounting

- Issuance of shares
- Dividend distribution
- Issue, Forfeiture, and Re-issue of Shares
- Redemption of preference shares
- Redemption of preference shares
- Guidelines of SEBI
- Issue and redemption of debentures
- Valuation of Goodwill and Shares
- Underwriting
- Accounting for Amalgamation of Companies
- Acquisition of business and profits before Incorporation
- Divisible profits and Bonus issues
- Final accounts: of Companies

Basic Accounting

- Accounting principles and concepts – read accounting standards book by ICAI (Important)
- Functions and working of RBI, IRDA, and SEBI

Business law

- Partnership act
- Industrial disputes act
- Negotiable instruments
- Company law (Go through all these laws with amendments)
- Contract act
- Gratuity act
- Labour law
- Provident fund
- Factories act

Economics

- Money market
- Updates related to money market and RBI policies
- Micro and macroeconomics concepts
- Capital market

Cost Accounting Concepts

- Marginal costing
- Overview of Cost Accounting
- Social accounting
- Cost volume profit analysis
- Cost sheet, working capital
- Inventory Valuation
- Absolute costing
- Target Costing
- Activity-Based Costing
- Transfer Pricing
- Constraint Analysis
- Forecasting

General Knowledge

- History
- Sports
- Science – Inventions & Discoveries
- Countries & Capitals
- General Politics
- Culture
- Knowledge of Current Events
- Geography
- India and its neighboring countries
- Budget and Five Year Plans
- Current Affairs – National & International
- Indian Constitution
- Economy, Banking, and Finance
- Scientific Research
- Economy
- Important Financial & Economic News