

**Veer Narmad South Gujarat University**  
First Year B.Com Honours

Semester - 1 Course Code - CC 105 B

**Financial Accounting Paper -1**

(Syllabus effective from Academic Year 2016-17 onwards)

Objective : To impart basic accounting knowledge as applicable to business

Sr. No.	Course Inputs (As per UGC Model Curriculum)	Weightage
<b>Unit 1</b>	Meaning and Scope of Accounting; Need, development, and definition of accounting; Book-keeping and accounting; Persons interested in accounting; Disclosures, Branches of accounting; Objective of accounting	10 %
<b>Unit 2</b>	Accounting Transaction, Accounting Cycle, Journal, Rules of debit and credit, Compound journal entry, Opening entry, Relationship between journal and ledger, Rules regarding posting, Trail Balance, Sub division of journal.	10 %
<b>Unit 3</b>	1. Capital and revenue : Classification of income, Classification of Expenditure, Classification of receipt. 2. Accounting Concept of income, Accounting concept and Income Measurement, Expired cost and income measurement. 3. Final accounts, Manufacturing account, Trading account, Profit and loss account, Balance sheet, Adjustment entries, 4. Rectification of errors, Classification of errors, Location of errors, Suspense Account, Effect on profit.	30 %
<b>Unit 4</b>	Depreciation provision and Reserves, Concept of depreciation, causes of depreciation, Depreciation, depletion, amortization and dilapidation, Depreciation accounting, Methods of recording depreciation, Methods for providing depreciation, Depreciation of different assets, Depreciation of replacement cost, Depreciation policy as per Accounting Standard, Depreciation accounting - 4 provision and Reserves.	15 %
<b>Unit 5</b>	Partnership Accounts : 1. Essential characteristics of partnership, partnership deed, Final accounts, Adjustment after closing the accounts, Fixed and fluctuating capital, Goodwill, Joint Life Policy, Change in Profit Sharing Ratio. 2. Reconstitution of a partnership firm- Admission of a partner, Retirement of a partner, Death of a partner, Amalgamation of partnership firm, Dissolution of a partnership firm-modes of dissolution of a firm, Accounting entries, insolvency of partners, Sale of firm to a company, Gradual realization of assets and piecemeal distribution.	35 %

**Note :**

1.For calculating practical accountancy problem, the accounting principles as per Indian Accounting Standards should be explained and considered

2.Problems carrying not less than 80% of Marks shall be asked.

**Suggested Reading :**

1. Anthony, R. N. and Reece, J. S.: Accounting Principles; Richard Irwin Inc.
2. Gupta, R. L. and Radhaswamy, M; Financial Accounting; Sultan Chand and Sons, New Delhi.
3. Monga J. R., Ahuja Girish, and Sehgal Ashok: Financial Accounting; Mayur Paper Back, Noida
4. Shukla M. C., Grewal T. S. and Gupta, S. C.: Advance Accounts; S. Chand & Co. New Delhi.
5. Compendium of Statement and Standards of Accounting : The institute of Chartered Accountants of India, New Delhi
- 6Agarwala A. N., Agarwala K. N.: Higher Sciences of Accountancy : Kitab Mahal, Allahabad.

# Veer Narmad South Gujarat University

First Year B.Com Honours

Semester - 2 Course Code - CC 205 B

Financial Accounting Paper II

(Syllabus effective from Academic Year 2016-17 onwards)

Objective : To impart basic accounting knowledge as applicable to business

Sr. No.	Course Inputs (As per UGC Model Curriculum)	Weightage
Unit 1	Accounting Principles, International accounting standard (only outlines), Accounting principles, Accounting standards in India.	10 %
Unit 2	Accounting of Non-Trading institutions	20 %
Unit 3	Special Accounting Area: 1. Consignment Account: Important term, Accounting records, Valuation of Unsold stock, Conversion of consignment in to branch. 2. Joint Venture Accounts : Meaning of joint venture, joint venture and Partnership Accounting records.	35 %
Unit 4	1. Branch Accounts : Dependent branch, Debtors system, Stock and debtor system 2. Hire-purchase and installment purchase system : Meaning of Hire-purchase contract, Legal provision regarding hire- purchase contract, Accounting records for goods of substantial sale values and After sales service.	35 %

**Note :**

1. For calculating practical accountancy problem, the accounting principles as per Indian Accounting Standards should be explained and considered

2. Problems carrying not less than 80% of Marks shall be asked.

Suggested Reading :

1. Anthony, R. N. and Reece, J. S.: Accounting Principles; Richard Irwin Inc.
2. Gupta, R. L. and Radhaswamy, M; Financial Accounting; Sultan Chand and Sons, New Delhi.
3. Monga J. R., Ahuja Girish, and Sehgal Ashok: Financial Accounting; Mayur Paper Back, Noida
4. Shukla M. C., Grewal T. S. and Gupta, S. C.: Advance Accounts; S. Chand & Co. New Delhi.
5. Compendium of Statement and Standards of Accounting : The institute of Chartered Accountants of India, New Delhi.
6. Agarwala A. N., Agarwala K. N.: Higher Sciences of Accountancy : Kitab Mahal, Allahabad.
7. Accounting Standards: Taxmann Publications, New Delhi
8. Das Gupta: Indian and International Accounting Standards, Sultan Chand & Sons, New Delhi

# Veer Narmad South Gujarat University

First Year B.Com.

Semester - 1 Course Code - CC 105 A

## Financial Accounting Paper -1

(Syllabus effective from Academic Year 2016-17 onwards)

Objectives :

- \* To impart basic accounting knowledge as applicable to business.
- \* To impart the further knowledge of concepts, theories and principles and their application in the subject of accounting.

Sr. No.	Course Inputs (As per UGC Model Curriculum)	Weightage
Unit 1	<b>Partnership</b> 1. Dissolution of a partnership firm - modes of dissolution of a firm; by Garner V/S. Murray Decision only. 2. Gradual realization of assets and piecemeal distribution of cash.	40 %
Unit 2	<b>Sale of firm to a company</b>	25 %
Unit 3	<b>Structure of Balance Sheet</b> ( including structure of a company Balance Sheet as per Company's Act 2013 ) (Excluding Adjustment) 1. Balance Sheet : Meaning and purpose and it's presentation  2. Form of Balance Sheet. <ul style="list-style-type: none"><li>• Horizontal</li><li>• Vertical</li></ul> 3. Computation of the following from a given Balance Sheet : <ul style="list-style-type: none"><li>• Owners' Fund</li><li>• Reserves and Surplus</li><li>• Long Term Liabilities</li><li>• Total Investment as per books of accounts</li><li>• Long term investment as per books of accounts</li><li>• Gross current assets (gross and net working capital)</li></ul>	25 %
Unit 4	<b>Accounting Standards:</b> <ul style="list-style-type: none"><li>• Need for Accounting Standards</li><li>• Accounting Standards Board (ASB)</li><li>• Procedure for issue of Accounting Standards</li><li>• Importance of Accounting Standards</li><li>• List of Indian Accounting Standards till date</li></ul>	10 %

**Note :**

- 1.For calculating practical accountancy problem, the accounting principles as per Indian Accounting Standards should be explained and considered
- 2.Problems carrying not less than 80% of Marks shall be asked.

Suggested Readings:

1. Anthony Robert, Reece J.S. : Accounting Principles; Richard D. Irwin Inc.
2. Gupta. R. L and Radhaswamy M. : Financial Accounting; Sultan Chand and Sons, New Delhi.
3. Mongo J. R., Ahuja Girish and Sehgal Ashok : Financial Accounting ; Mayur Paper Back, Noida.
4. Shukla M. C., Grewal T. S. and Gupta S. C. : Advanced Accounts; S. Chand & Co. New Delhi.
5. Compendium of Statement and Standards Accounting : The Institute of Chartered Accountants of India, New Delhi.
6. Agarwala A. N. Agarwala K. N. : Higher Science of Accountancy ; Kitab Mahal, Allahabad
7. Rathnam & Hanumanta : Advanced Accounting ; Kitab Mahal - Agra
8. Harishikesh Chakravorty : Advanced Accounting ; Oxford University Press.
9. B. D. Agrawal, Financial Advanced Accounting Vol. I & II ; Premier Pub. Book Co., Delhi.
10. Xavier : Advanced Accountancy ; Tata McGraw Hill.
11. Ashok Sehgal & Deepak Sehgal : Financial Accounting ; Taxman Publications.
12. S. K. Bhattacharya : Accounting for Management ; Vikas Publisher.
13. Accounting Standards: Taxmann Publications, New Delhi
14. Das Gupta: Indian and International Accounting Standards, Sultan Chand & Sons, New Delhi

# Veer Narmad South Gujarat University

First Year B.Com.

Semester - 2

Course Code - CC 205 A

Financial Accounting Paper – II

(Syllabus effective from Academic Year 2016-17 onwards)

Objective :

- \* To impart basic accounting knowledge as applicable to business.
- \* To impart the further knowledge of concepts, theories and principles and their application in the subject of accounting.

Sr. No.	Course Inputs (As per UGC Model Curriculum)	Weightage
<b>Unit 1</b>	Consignment Accounts : 1. Important terms 2. Accounting records 3. Valuation of unsold stock	25%
<b>Unit 2</b>	Joint Venture Account : 1. Meaning of Joint venture 2. Joint venture and partnership 3. Accounting records	25%
<b>Unit 3</b>	Branch Accounts : 1. Meaning ,Types of Branches 2. Dependent branch 3. Debtors system, Stock and Debtor system	20%
<b>Unit 4</b>	<b>Hire - Purchase System :</b> 1. Meaning of hire-purchase contract 2. Legal provisions regarding hire purchase contract 3. Accounting records for goods of substantial sale values 4. After sales service	20%
<b>Unit 5</b>	<b>Accounting Standards:</b> 1.AS 1: Disclosure of Accounting Policies 2.AS2:Valuation of Inventories 3.AS6: Depreciation	10%
	<b>Note :</b> 1.For calculating practical accountancy problem, the accounting principles as per Indian Accounting Standards should be explained and considered 2.Problems carrying not less than 80% of Marks shall be asked.	

Suggested Readings:

1. Anthony Robert, Reece J.S. : Accounting Principles; Richard D. Irwin Inc.
2. Gupta. R. L and Radhaswamy M. : Financial Accounting; Sultan Chand and Sons, New Delhi.
3. Mongo J. R., Ahuja Girish and Sehgal Ashok : Financial Accounting ; Mayur Paper Back, Noida.
4. Shukla M. C., Grewal T. S. and Gupta S. C. : Advanced Accounts; S. Chand & Co. New Delhi.
5. Compendium of Statement and Standards Accounting : The Institute of Chartered Accountants of India, New Delhi.
6. Agarwala A. N. Agarwala K. N. : Higher Science of Accountancy ; Kitab Mahal, Allahabad
7. Rathnam & Hanumanta : Advanced Accounting ; Kitab Mahal - Agra
8. Harishikesh Chakravorty : Advanced Accounting ; Oxford University Press.
9. B. D. Agrawal, Financial Advanced Accounting Vol. I & II ; Premier Pub. Book Co., Delhi.
10. Xavier : Advanced Accountancy ; Tata McGraw Hill.
11. Ashok Sehgal & Deepak Sehgal : Financial Accounting ; Taxman Publications.
12. S. K. Bhattacharya : Accounting for Management ; Vikas Publisher.
13. Accounting Standards: Taxmann Publications, New Delhi
14. Das Gupta: Indian and International Accounting Standards, Sultan Chand & Sons, New Delhi

Veer Narmad South Gujarat University  
F.Y BBA  
Semester I  
Financial Accounting – I  
(Syllabus effective from Academic Year 2016-17)

Objectives:

1. To impart basic accounting knowledge as applicable to business.
2. To impart the further knowledge of concepts, theories and principles and their application in the subject of accounting.

Sr. No.	Course Input	Weightage
<b>Unit 1</b>	<b>Introduction:</b> <ul style="list-style-type: none"> <li>• Meaning and Scope of Accounting</li> <li>• Book-keeping and accounting;</li> <li>• Branches of accounting</li> <li>• Objectives of accounting</li> <li>• Functions and Limitations of Financial Accounting</li> <li>• Concepts and Conventions</li> <li>• Fundamental Accounting Assumptions.</li> <li>• Classification of Accounts</li> </ul>	<b>10%</b>
<b>Unit 2</b>	<b>Book Keeping:</b> <ul style="list-style-type: none"> <li>• Accounting Cycle</li> <li>• Rules of Debit and Credit</li> <li>• Journal, Compound journal entry</li> <li>• Ledger and Various Subsidiary Books</li> <li>• Rules regarding Posting</li> <li>• Trial Balance</li> </ul>	<b>30%</b>
<b>Unit 3</b>	<b>Stock or Inventory Valuation:</b> <ul style="list-style-type: none"> <li>• Methods of Valuation of Inventory</li> <li>• FIFO, LIFO and Average Method of Stock / Inventory Valuation</li> </ul>	<b>20%</b>
<b>Unit 4</b>	<b>Depreciation:</b> <ul style="list-style-type: none"> <li>• Meaning of Depreciation</li> <li>• Objectives and Causes of Depreciation</li> <li>• Methods of recording Depreciation</li> <li>• Depreciation policy</li> </ul>	<b>25%</b>
<b>Unit 5</b>	<b>Bank Reconciliation Statement</b>	<b>15%</b>

**Note:** Problem carrying not less than 70% of marks shall be asked.

**Reference Books:**

- ✓ Grewal, T. S. *Introduction to Accountancy*. S. Chand.
- ✓ Gupta, R. *Principles of Accounting*. Sultan Chand & Co.
- ✓ Maheshwari, S. N. *Advanced Accountancy*. Vikas Publishing House Private.
- ✓ Mukharjee, A., & Hanif, M. *Modern Accountancy*. Tata McGraw-Hill Education.
- ✓ Shukla, M. C., & Grewal, T. S. *Financial Accounting*.

Veer Narmad South Gujarat University  
F.Y BBA  
Semester II  
Financial Accounting – II  
(Syllabus effective from Academic Year 2016-17onwards)

Objectives:

1.To impart basic accounting knowledge as applicable to business.

2.To impart the further knowledge of concepts, theories and principles and their application in the subject of accounting.

Sr. No.	Course Input	Weightage
<b>Unit 1</b>	<b>Structure of Balance Sheet</b> ( including structure of a company Balance Sheet as per Company’s Act 2013 ) (Excluding Adjustment) 1.Balance Sheet : Meaning and purpose and it's presentation  2.Form of Balance Sheet. <ul style="list-style-type: none"> <li>• Horizontal</li> <li>• Vertical</li> </ul> 3.Computation of the following from a given Balance Sheet : <ul style="list-style-type: none"> <li>• Owners’ Fund</li> <li>• Reserves and Surplus</li> <li>• Long Term Liabilities</li> <li>• Total Investment as per books of accounts</li> <li>• Long term investment as per books of accounts</li> <li>• Gross current assets (gross and net working capital)</li> </ul>	<b>20%</b>
<b>Unit 2</b>	<b>Final Accounts ( with preliminary adjustments)</b> <ul style="list-style-type: none"> <li>• Final Accounts of Sole Proprietorship</li> <li>• Final Accounts of Company</li> </ul>	<b>35%</b>
<b>Unit 3</b>	<b>Computer Accounting</b> (Basic knowledge of computer accounting ): <ul style="list-style-type: none"> <li>• Introduction and Framework of Computer Accounting</li> <li>• Role of Computer Accounting</li> <li>• Advantages, Limitations and Reasons for Computerization</li> <li>• Preparatory work and Master creation</li> <li>• Generation of printouts, preservation of data and Reports</li> <li>• Practical with one of the accounting programme (recommended Tally software system – latest version at the time of beginning of the academic year)</li> </ul>	<b>15%</b>
<b>Unit 4</b>	<b>Element of Costing:</b> <ul style="list-style-type: none"> <li>• Conceptual and Meaning of Cost Accounting</li> <li>• Advantages and Limitations of Cost Accounting</li> <li>• Concepts of Costs</li> <li>• Classification of Costs</li> <li>• Cost Sheet</li> <li>• Cost Controlling</li> <li>• Cost Centres</li> </ul>	<b>30%</b>

**Notes:**

1. Problem carrying not less than 70% of marks shall be asked.
2. Practical in the Computer accounting is suggested and assignment to be give based on this work.

**Suggested Readings:**

- ✓ Garg, S. *How to use Tally*. Mashbra Industries (p) Ltd.
- ✓ Grewal, T. S., & Gupta, S. C. *Introdution to Accountancy*. S. Chand Limited.
- ✓ Gupta, R. L., & Gupta, V. K. *Principles & Practice of Accounting*. Sultan Chand & Sons
- ✓ Maheshwari, S. N. *Advanced Accountancy*. Vikas Publishing House Private.
- ✓ Mukharjee, M., & Hanif, A. *Modern Accountancy*. Tata McGraw-Hill Publishing Compnay Limited.
- ✓ Nadhani, A. K., & Nadhani, K. K. *Accounting With Tally*. Delhi: Bpb Publications.
- ✓ Nadhani, A. K., & Nandhani, K. K. *Tally Tutorial*. Delhi: BPB Publication.
- ✓ Shukla, M. C., & Grewal, T. S. *Advanced Accounts*. S. Chand & Company.

**VEER NARMAD SOUTH GUJARAT UNIVERSITY SURAT**  
**First Year B.Com.**  
**Semester - 1 Course Code - CE -125 H**  
**Tax Procedure And Practice - Paper I**  
**(Syllabus effective from Academic Year 2016-17 onwards)**

**Objectives :**

- \* To impart basic knowledge of Tax Procedure and Practice as applicable to business.
- \* To impart the further knowledge of concepts, theories and principles and their application.

Sr.No.	Course Inputs (As per UGC Model Curriculum)	Weightage
Unit 1	<p>Direct And Indirect Tax :</p> <p>1. Over view of Direct Tax - Meaning, Different Types of Direct Tax, Special features of Direct Tax</p> <p>2. Over view of Indirect Tax - Meaning, Different Types of Indirect Tax, Special features of Indirect Tax</p> <p>3. Constitutional Provision for Taxation in India</p>	10 %
Unit 2	<p><b>CENTRAL SALES TAX - PROCEDURE AND PRACTICE</b></p> <p>1. Introduction Regulatory framework - an overview of Central Sales Tax Act, 1956, an overview of Central Sales Tax (Registration and Turn Over) Rules, 1957.</p> <p>2. Objectives of Central Sales Tax (CST), Definitions (All).</p> <p>3. Principles for determining - when Central Sales Tax is levied, the concept of sale or purchase of goods in the course of interstate trade or commerce.</p> <p>4. When does sale or purchase of goods takes place outside the state.</p> <p>5. When does the sale or purchase of goods is in the course of import or export.</p> <p>6. Determination of turnover, deductions from turnover.</p> <p>7. Rates of Tax : Concessional rate when available - kinds of forms for availing the concessional rates and maintenance of records related thereto.</p>	40 %
Unit 3	<p><b>CENTRAL SALES TAX</b></p> <p>1. Registration of dealers and procedures thereof - filling and filing of application in Form A for registration, relevant fee payable, Security / surety for registration.</p> <p>2. Grant of certificate of registration in form 3.</p> <p>3. Procedure for amendment, cancellation and obtaining duplicate certificate of registration</p>	30 %
Unit 4	<p><b>CENTRAL SALES TAX</b></p> <p><b>1. Sales to the registered dealers against Form C</b>  <b>Purchasers Obligations :</b> Procedure for obtaining Form C from Sales Tax authorities and issuing of form C to dealers.  Application under prescribed form with requisite fee for obtaining Form C. Maintenance of records for receipts and issue of Form C-Form 2.</p> <p><b>Sellers Obligations :</b> Obtaining Form C from purchasers. Maintenance of records of C Form collected and submission of C Form at the time of assessment.</p> <p>2. Subsequent sale in the course of inter-state sale and receipt and issue of Form E-1 and E-2 in connection thereto.  Application for obtaining Form E-1 and E-2 and the relevant fee to be paid therewith, maintenance of records E-1 and E-2 Forms for receipts.</p>	20 %

	<p>3. Branch and Consignment transfer :  Inter State transfer of goods from one office to another or principal to agent or agent to principal and issue and receipt of Form F  Application for obtaining F Form and the relevant fee, maintenance of records of such forms and matters incidentals thereto. Form No. 5.</p> <p>4. Return of Sales Tax Payable under the Central Sales Tax Act, 1956.  Form No. 1 - filling and filling of Form No. 1.  Deposit of Central Sales Tax and filing of challan in the Prescribed form</p>	
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**Suggested Readings:**

1. Central sales Tax Law and Practice, PL. Subramanian, Snow-white Publication
2. Indirect Taxes, V. S. Datey, Taxmann Publication
3. Student's Guide to Income Tax, Vinod K. Sighania and Monica Singhanian, Taxmann Publication
4. Student's Guide to Income Tax Problems and Solutions, Vinod K. Sighania and Monica Singhanian, Taxmann Publication.
5. Indirect taxes, Vineet Sodhani, Taxmann Publication.

**VEER NARMAD SOUTH GUJARAT UNIVERSITY SURAT**  
**First Year B.Com.**  
**Semester – 2**  
**Course Code - CE -225 H**  
**Tax Procedure And Practice - Paper II**  
**(Syllabus effective from Academic Year 2016-17 onwards)**

**Objectives :**

- \* To impart basic knowledge of Tax Procedure and Practice as applicable to business.
- \* To impart the further knowledge of concepts, theories and principles and their application.

<b>Sr. No.</b>	<b>Course Inputs (As per UGC Model Curriculum)</b>	<b>Weightage</b>
Unit 1	<p><b>THE GUJARAT VALUE ADDED TAX -PROCEDURE PRATICE</b>  <b>PRILIMINARY :</b>            1. Short Title and Commencement            2. Definitions :                Agriculture , Agriculturists , appointed day, Capital goods, Central Act, Commission Agent, Commissioner , To Cultivate, Dealer, Declared goods, Eerier Law, Goods, HSN Code ,Manufacturer , Person, Place of Business, Prescribed Purchase Price, Raw Material, Registered Dealer , Resale, Rules, Sale , Sale Price, Schedule, The State, Tax Period,                Taxable Goods, Taxable turnover, Tribunal , Turnover of purchase, Turnover of sales, Total turnover, Value of goods, Year,</p>	20 %
Unit 2	<p><b>INCIDENCE AND LEVY OF TAX</b>            1. Incidence of tax            2. certain sales and purchase            3. Exemptions            4. Taxes payable by dealer            5. Levy of tax on turnover of sales and rate of tax            6. Adjustment in tax            7. Levy of purchase tax            8. Option for payment of lump sum tax lie of tax on sales            9. Tax credit            10. Net amount of value added tax            11. Burden of proof</p>	20 %
Unit 3	<p><b>COMMERCIAL TAX AUTHORITIES AND TRIBUNAL</b>            1. Commercial tax authorities and tribunal            2. Power to transfer proceedings            3. Disputes regarding jurisdiction of tax authority            4. Tribunal            5. Power of tribunal and commissioner</p>	20 %
Unit 4	<p><b>REGISTRATION</b>            1. Registration            2. Voluntary registration            3. Deemed registration            4. Non transferability of registration            5. Continuation of certificate of registration of dissolved firm            6. Amendment of certificate of registration            7. Suspension or cancellation of registration            8. Security from certain class of dealers</p>	20 %

Unit 5	<p>RETURNS ,PAYMENT OF TAX , ASSEMENT , RECOVERY OF TAX AND REFUND</p> <ol style="list-style-type: none"> <li>1. Return</li> <li>2. Periodical payment of tax and interest on nonpayment of tax</li> <li>3. Collection tax only by registered dealer</li> <li>4. Return scrutiny and provisional assessment</li> <li>5. Self assessment</li> <li>6. Audit assessment</li> <li>7. Turnover escaping assessment</li> <li>8. Refund of excess payment</li> <li>9. Provisional refund</li> <li>10. Interest on refund</li> <li>11. Power to withhold refund in certain cases</li> <li>12. Refund of tax certain categories</li> <li>13. Remission of tax, penalty or interest</li> <li>14. Payment and recovery of tax interest of on delayed payment</li> <li>15. Continuation of certain recovery proceedings</li> <li>16. Special mode of recovery</li> <li>17. Provisional attachment</li> </ol>	20%
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Suggested Readings:

1. The Gujarat Value Added Tax Act, A Comprehensive Book on VAT, Bharat L. Sheth, Karnavati Publication.
2. The Gujarat Value Added Tax Act, 2003, CA. Atul R. Shah, The Tax Publications, Ahmedabad.



**VEER NARMAD SOUTH GUJARAT UNIVERSITY SURAT**  
**First Year B.C.A**  
**Course Code 202**

**Computerized Financial Accounting**  
(Syllabus effective from Academic Year 2016-17 onwards)

**Objectives:**

- 1.To impart basic accounting knowledge as applicable to business.
- 2.To impart the further knowledge of concepts, theories and principles and their application in the subject of accounting.

**Course Outcome:** The students will come to know the basic concepts of Accounting

Sr. No.	Course Inputs (As per UGC Model Curriculum)	Weightage
<b>Unit 1</b>	<b>Introduction to Accounting System</b> <ul style="list-style-type: none"> <li>• Meaning and definition of Accounting</li> <li>• Objectives of Accounting</li> <li>• Concepts and Features of Book-Keeping</li> <li>• Branches of Accounting</li> <li>• Basis of Accounting</li> </ul>	10 %
<b>Unit 2</b>	<b>Accounting Concepts ( Dual Aspect, Entity Concept, Cost Concept)</b>	10 %
<b>Unit 3</b>	<b>Accounting Equation and Transaction Analysis</b> <ul style="list-style-type: none"> <li>• Introduction to Assets, Liabilities, Equities</li> <li>• Concepts of Transaction Analysis</li> <li>• Classification of Accounts</li> </ul>	20 %
<b>Unit 4</b>	<b>Concepts of Book-Keeping</b> <ul style="list-style-type: none"> <li>• Introduction of Single Entry System and its advantages and disadvantages</li> <li>• Introduction of Double Entry System and its advantages</li> <li>• Types of Business Transactions</li> <li>• Concepts of Terminologies: Opening Stock, Closing Stock, Goods, Inventory, Assets, Liabilities, Capital, Debtors, Creditors, Income, Expenses, Loss, Profit</li> </ul>	10 %
<b>Unit 5</b>	<b>Journal and Subsidiary Books( Preliminary Examples)</b> <ul style="list-style-type: none"> <li>• Journal</li> <li>• Cash Book</li> <li>• Petty Cash Book</li> <li>• Subsidiary Books</li> </ul>	20 %
<b>Unit 6</b>	<b>Concept of Accounting Mechanism</b> <ul style="list-style-type: none"> <li>• Meaning of Ledger</li> <li>• Types of Ledgers</li> <li>• Trial Balance</li> </ul>	15 %

<b>Unit 7</b>	<b>Structure of Balance Sheet</b> ( including structure of a company Balance Sheet as per Company's Act 2013 ) (Excluding Adjustment) <ol style="list-style-type: none"> <li>4. Balance Sheet : Meaning and purpose and it's presentation</li>   <li>5. Form of Balance Sheet.             <ul style="list-style-type: none"> <li>• Horizontal</li> <li>• Vertical</li> </ul> </li> <li>6. Computation of the following from a given Balance Sheet :             <ul style="list-style-type: none"> <li>• Owners' Fund</li> <li>• Reserves and Surplus</li> <li>• Long Term Liabilities</li> <li>• Total Investment as per books of accounts</li> <li>• Long term investment as per books of accounts</li> <li>• Gross current assets (gross and net working capital)</li> </ul> </li> </ol>	15 %
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Suggested Readings:

- ✓ Garg, S. *How to use Tally*. Mashbra Industries (p) Ltd.
- ✓ Grewal, T. S., & Gupta, S. C. *Introduction to Accountancy*. S. Chand Limited.
- ✓ Gupta, R. L., & Gupta, V. K. *Principles & Practice of Accounting*. Sultan Chand & Sons
- ✓ Maheshwari, S. N. *Advanced Accountancy*. Vikas Publishing House Private.
- ✓ Mukharjee, M., & Hanif, A. *Modern Accountancy*. Tata McGraw-Hill Publishing Company Limited.
- ✓ Nadhani, A. K., & Nadhani, K. K. *Accounting With Tally*. Delhi: Bpb Publications.
- ✓ Nadhani, A. K., & Nandhani, K. K. *Tally Tutorial*. Delhi: BPB Publication.
- ✓ Shukla, M. C., & Grewal, T. S. *Advanced Accounts*. S. Chand & Company.