

Accounts

* Book - Keeping and Accounting
↓ ↓
Book-keeper Accountant

* Book keeping is concerned with the record of business transaction in an significant and orderly manner to this a book keeper is responsible for keeping all the records.

* Accounting is concerned with the recording, classifying and summarizing the financial information and interpreting them to internal as well as external users of the accounting information.

- * Accounting is related with other discipline

(1) Economics & Accounting

efficient utilization of resources
Need/wants/resources.

(2) Statistics & Accounting

Inventory control (stocks).

Budgetary control.

• method to predict the expense & profit by [Regression Analysis].

(3) Mathematics & Accounting equation.

Assets + Liabilities = Capital.

(4) Law and Accounting.

* Limitation of Accountancy.

- Complexity.
- Historical Data.
- Change in rule and regulation by the govt.

* End users.

- Proprietors
- Government.
- Investors.
- Employees.
- Creditors.
- Financial Institution (Bank).

→ 3 Branches of Accounting

Profit & Loss statement
Balance sheet

[Finance Accounting
- Cost Accounting
- management Accounting]

- Cost sheet
- Contract costing
- Process costing

- Ratio Analysis
- Funds Flow
- Cash Flow Statement

7/05/23

Accounting

Journalisation



Journal

Date	Particulars	Amt De.	Amt Cr.

Types of Account.

Real
Account

Personal
Account

Nominal
Account

(Rule) ↓
debit comes in
credit what goes
out

↓
In which
where u were
deal with a
person or a
whole firm
A/c.

(Rule) Debit the
Receiver credit
the Giver.

↓
It deals
with expenses
and
Income.

(Rule)
Debit all
of credit all
Income.

* Discount allowed at a time of sale
to the customer (Expense)
(Debit)

* Discount received at the time
of purchase to the suppliers.
(Income) (Credit)

4/05/23

Accounts.

Page No.	
Date	

* Journalising

- | Date | Particulars | Dr | Cr |
|----------|--|----|----|
| 10/05/23 | Furniture A/c Dr.
To cash A/c
Purchased machinery 800
Foor Rs 2 lakh. | | |
| | * If goods returned by customer means Amount Rs
* Salaries paid to emp amount Rs - 10000 | | |
| | Purchased Machinery Foor Rs 2 lakh. | | |
| | A started business with cash worth ₹ Rs 9 lakh | | |
| | Purchased Rs good foor Rs 5,000 foor cash.
(Access means Real A/c) | | |
| | Purchase goods worth Rs 4,000 foor B. | | |
| | Sold goods foor cash Amount Rs 1000 | | |
| | Sold goods to C Amount Rs 1,5000 | | |
| | Return good to Mar. B foor Rs 500 | | |

Interest Paid on loan foor Rs, 1800

Page No.	
Date	

- | Date | Particulars | Dr | Cr |
|------|---|----------|----------|
| | Furniture A/c Dr.
To cash A/c | 1,500 | 1,500 |
| | Machinery A/c Dr.
To cash A/c | 2,00,000 | 2,00,000 |
| | Cash A/c Dr.
To capital A/c | 1,00,000 | 1,00,000 |
| | Purchase A/c Dr.
To cash A/c | 5000 | 5000 |
| | Purchase A/c Dr.
To B's A/c | 4,000 | 4,000 |
| | Cash A/c Dr.
To sales A/c | 1,000 | 1,000 |
| | Cash A/c Dr.
To Purchased Return A/c | 500 | 500 |
| | Sales Return A/c Dr.
To cash A/c | 800 | 800 |
| | Salary A/c Dr.
To cash A/c | 10,000 | 10,000 |
| | Rent A/c Dr.
To cash A/c | 5,000 | 5,000 |
| | Interest A/c Dr.
To cash A/c | 1,800 | 1,800 |

- Mr salary paid amount 10,000
- Rent paid 5,000
- Interest + paid 1,800
- A started business with cash 1 lakh
- Furniture 20,000
- Machinery 30,000
- Credit balanced, Bank loan 60,000
- Creditors 40,000
- * opening entry
 in business
- A invested Rs 2 lakh

Date	Particulars	Debit	Credit
4 th April	Salary A/c Dr. Rent A/c Dr. Interest A/c Dr. To cash A/c	10,000 5,000 1,800	16,800
1 st April	Cash A/c Dr. Furniture A/c Dr. Machinery A/c Dr. To Creditors A/c To Bank loan A/c To Capital A/c [Balanced fig]	2,00,000 20,000 30,000	60,000 40,000 1,50,000

11/5/23

Accounts = Subsidiary Books



(Special book) Secondary book

(1) — Purchase Book / Journal
(All credit / transaction)

(2) — Sales book

(3) — Purchased / Return Book

(4) → Cash book

(5) → S/R Book (Sale / Return)

Purchased book

Particulars	Amount	Amount
Year 2020		
1st Jan R/L of sons		
30 electric fan @ 300	9,000	
40 electric bulb @ 100	4,000	
		13,000
4th Jan		
R/L of business		
50 tubelights @ 20	1,000	
100 electric bulb @ 80	8,000	
		33,500

P/R Book

Particulars	Amount	Amount
-------------	--------	--------

Cash/Book

Receipt	Cash/Book	Payments
---------	-----------	----------

Date	Particulars	Cash	Bank	Date	Particulars
1.1.2020	Balance b/d	5,000	2,000	2.1.20	By
	To			3.1.20	Receipt

Receipt

Access
Purchase

Payment

Access
Purchase

1st Jan. Purchased 80 electric bulbs @ ₹ 300

2nd Jan. Purchased 40 electric fan R/L and 40 electric bulb @ ₹ 100 each

3rd Jan. Purchased 50 tubelights @ ₹ 250, 100 electric bulbs @ ₹ 80 on credit

4th Jan. Purchased 10 electric fans R/L and 20 electric heaters @ ₹ 150, 10 electric fans @ ₹ 600 (on cash)

5th Jan. Purchased 40 electric fans R/L and 20 electric heaters @ ₹ 150, 10 electric fans @ ₹ 600 (on cash)

Cash/Book

Cash	Bank	Cash b/d	₹ 5,000
1st Jan. A started business ₹ 1000			
2nd Jan. Purchased furniture from cash			
		₹ 5,000	

3rd Jan. Purchased goods from cash 30,000

4th Jan. Paid salary ₹ 500

5th Jan. Sold goods from cash 20,000

10th Jan. Sold to customer 20,000

15th Jan. Sold goods from cash 10,000

- 15 Jan - Paid wages 10,000.
- 25 Jan - Purchased goods from Raj on credit 20,000.
- 31st Jan - Paid by cheque 5,000.

BOD - Bank Overdraft (Current A/c) if u are take more money. In comparison of your Available balance.

15/5/23

Accounts

* Cash book

Records of all cash transaction

Single column

Double column \rightarrow Cash A/C + Bank A/C

Triple column \rightarrow Cash + Bank + Discount

Discount +

Allocated expense

Received - Profit

Cash deposit into Bank Rs 5000

~~Cash~~

Cash

- Withdrawal Rs 2000 from Bank

General entry

By cash A/C
to Bank A/C

- Paid for electricity bill Rs 12,00
- Interest received Rs 7,000
- Stationary expenses Rs 2,000