

Year	I	Course Code: 21BCA1C3LAC	Credits	03
Sem.	I		Hours	40
Course Pre-requisites, if any	NA			
Formative Assessment Marks: 40	Summative Assessment Marks: 60		Duration of ESA: 02 hrs.	
Course Outcomes	At the end of the course the student should be able to: <ol style="list-style-type: none"> 1. Study and understand Accounting, systems of Book, Branches of accounting advantage and limitations 2. Know the concept of accounting, financial accounting process and Journalization 3. Maintenance different account book and reconciliations 4. Preparations of different bills, and trial balance. 			
Unit No.	Course Content			Hours
Unit I	Introduction: History and Development of Accounting, Meaning, Objectives and functions of Accounting, Book keeping V/s Accounting, Users of accounting data, systems of book keeping and accounting, branches of accounting, advantages and limitations of accounting			08
Unit II	Accounting Concepts and Convention: Meaning, need and classification, accounting standards meaning, need and classification of Indian accounting standards. Accounting principles V/s accounting standard.Financial Accounting Process: Classification of accounting transactions and accounts, rules of debit and credit as per Double Entry System. Journalization and Ledger posting.			10
Unit III	Preparation of Different Subsidiary Books: Purchase Day book Sales Day Book, Purchase Returns Day Book, Sales Returns Day Book, Cash Book. Bank Reconciliation Statement: Meaning, Causes of Difference, Advantages, Preparation of Bank Reconciliation Statements.			10
Unit IV	Account Procedure: Honor of the Bill, Dishonor of the Dill, Endorsement, Discounting, Renewal, Bill for collection, Retirement of the Bill, Accommodation Bills, Bill Receivable Book and Payable Book. Preparation of Trial Balance: Rectification of errors and Journal Proper. Preparation of Final Accounts: Meaning, need and classification, Preparation of Manufacturing, Trading, Profit and loss account and Balance – Sheet of sale- traders and partnership firms.			12

Recommended Learning Resources	
Print Resources	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. S. Ramesh, B.S. Chandrashekar, A Text Book of Accountancy. 2. V.A. Patil and J.S. Korlahalli, Book – keeping and accounting, (R. Chand and Co.Delhi). 3. R.S.Singhal, Principles of Accountancy,(NageenPrakashpvt.Lit.Meerut). 4. M.B.Kadkol, Book–Keeping and Accountancy, (RenukaPrakashan, Hubil) 5. Vithal, Sharma: Accounting for Management, Macmillan Publishers, Mumbai. 6. B B.S. Raman, Accountancy, (United Publishers, Mangalore). 7. Tulsian, Accounting and Financial Management – I:Financial Accounting – Person Education