

<b>INSTITUTE</b>	<b>FACULTY OF COMPUTER APPLICATIONS</b>
<b>PROGRAM</b>	<b>BACHELOR OF COMPUTER APPLICATIONS</b>
<b>SEMESTER</b>	<b>2</b>
<b>COURSE TITLE</b>	<b>BASIC OF ACCOUNTING</b>
<b>COURSE CODE</b>	<b>04ID0002</b>
<b>COURSE CREDITS</b>	<b>3</b>

**Course Outcomes:** After completion of this course, student will be able to:

- 1 Understand basics of accounting and cost concepts
- 2 To have knowledge of process of accounting
- 3 To prepare final accounts of sole proprietor
- 4 Understand and evaluate concept of depreciation and its methods

**Pre-requisite of course:**NONE

#### Teaching and Examination Scheme

<b>Theory Hours</b>	<b>Tutorial Hours</b>	<b>Practical Hours</b>	<b>ESE</b>	<b>IA</b>	<b>CSE</b>	<b>Viva</b>	<b>Term Work</b>
3	0	0	50	30	20	0	0

<b>Contents : Unit</b>	<b>Topics</b>	<b>Contact Hours</b>
1	<b>Basics of Book – keeping and Accounting</b> Basics of Book – keeping and Accounting Introduction to Bookkeeping and Accounting – Branches of Accounting – Systems of Accounting – Basis of Accounting – Characteristics of Accounting Information – Users of Accounting Information – Basic Accounting Terms – Classification of Accounts and its Rules – Accounting Equation Basic Cost Concepts Meaning of Cost – Types of Cost: Direct cost, Indirect Cost, Fixed Cost, Variable Cost, Historical Cost, Relevant Cost, Marginal Cost – Brief overview of Standard Costing, Marginal Costing and Budgetary Control	12
2	<b>Process of Accounting</b> Meaning of Journal – Format of Journal – Meaning of Journalizing - Types of Journal Entries - Journalizing (including GST) – Difference between Cash Discount and Trade Discount, Ledger – Meaning, Format, Preparation, Posting – Practical problems on Journal	10
3	<b>Preparation of Final Accounts</b> Preparation of Profit & Loss Account and Balance Sheet of sole proprietor ( without adjustments)	8

<b>Contents : Unit</b>	<b>Topics</b>	<b>Contact Hours</b>
4	<b>Depreciation</b> Meaning and difference between Depreciation, Depletion and Amortization – Need of Depreciation – Depreciation methods (Straight Line Method and Written Down Value Method) – Treatment of Disposal of Fixed assets	6
<b>Total Hours</b>		<b>36</b>

**Textbook :**

- 1 Financial Accounting, P.C. Tulsian, Pearson, 2020
- 2 Financial Accounting, S.N. Maheshwari, and. S. K. Maheshwari, Vikas Publishing House, New Delhi, 2020
- 3 Advanced Accounts. Vol.-I, M. C. Shukla, T. S. Grewal and S. C. Gupta, S. Chand & Co., New Delhi, 2019

**References:**

- 1 Advanced Accounts. Vol.-I& II, Advanced Accounts. Vol.-I& II, R. L. Gupta and M. Radhaswamy, S. Chand & Co., New Delhi, 2019

**Suggested Theory Distribution:**

The suggested theory distribution as per Bloom's taxonomy is as follows. This distribution serves as guidelines for teachers and students to achieve effective teaching-learning process

Distribution of Theory for course delivery and evaluation					
<b>Remember / Knowledge</b>	<b>Understand</b>	<b>Apply</b>	<b>Analyze</b>	<b>Evaluate</b>	<b>Higher order Thinking / Creative</b>
50.00	50.00	0.00	0.00	0.00	0.00

**Instructional Method:**

- 1 Lecture