

Class – XI
DELETED SYLLABUS
(For the Session of 2020-21 Only)
Accountancy
(THEORY)

Part A: Financial Accounting - I

Unit 1: Introduction to Accounting

- Qualitative characteristics of Accounting information-reliability, relevance, understandability and comparability.

Unit 2: Theory Base of Accounting

- Cost Concept, Conservatism, Materiality
- Accounting Standards- Concept
- Bases of Accounting - Cash Basis, Accrual Basis

Unit 3: Recording of Business Transactions

- preparation of Accounting vouchers
- Recording of Transactions: Special Purpose Books:
 - i) Purchases Book, Sales Book, Purchase Returns Book, Sales Returns Book

Unit 4: Trial Balance and Rectification of Errors

- Errors: compensating errors; errors not affecting Trial Balance.
- Detection and Rectification of Errors (One Sided and Two Sided)

Unit 5: Depreciation, Provisions and Reserves

- Method of recording depreciation-charging to asset account, creating provision for depreciation/accumulated depreciation account; Treatment of disposal of asset.
- types of Reserves: Revenue Reserve, Capital Reserve, General Reserve, Specific Reserve and Secret Reserves.

Unit 6: Accounting for Bills of Exchange Transactions

- Negotiation, Endorsement
- Accounting treatment of trade bills and accommodation bills.

Part B: Financial Accounting - II

Unit 7: Financial Statements

- Capital Expenditure and Deferred Revenue Expenditure
- Balance Sheet: Vertical Presentation of Financial Statements.
- provision for discount on debtors, manager's commission.

Unit 8: Accounts from incomplete records

Conversion method.

Unit 9: Computers in Accounting

- Applications of computers in accounting:
 - data exchange with other information systems
- Highlighting advantages and limitations of automation
- Tailor-made accounting system.

Unit 10: Accounting and Database System

- Queries and reports in the context of Accounting System.