

ACCOUNTANCY (Code No. 055)

Class-XI

PART A: FINANCIAL ACCOUNTING - I

Unit-2: Accounting Process

Topics Deleted

Bank Reconciliation Statement:

- Bank Reconciliation Statement with Adjusted Cash Book

Accounting for Bills of Exchange

Retirement of bill

Renewal of bill

Part B: Financial Accounting - II

Unit 3: Financial Statements of Sole Proprietorship

Units/Topics

Incomplete Records

Difference between accounts from incomplete records and Statement of Affairs.

Preparation of Trading, Profit and Loss account and Balance Sheet.

Unit 4: Computers in Accounting

Units/Topics

- Introduction to operating software, utility software and application software. Introduction to accounting information system (AIS) as a part of Management Information System.
- Stages in automation: (a) Accounting process in a computerised environment; comparison between manual accounting process and computerised accounting process, (b) Sourcing of accounting software; kinds of software: readymade software; customised software and tailor-made software; generic considerations before sourcing accounting software (c) creation of account groups and hierarchy (d) generation of reports - trial balance, profit and loss account and balance sheet