

**St. Joseph's College of Commerce (Autonomous)**  
**#163, Brigade Road, Bangalore - 560 025**

**LESSON PLAN (MODULE WISE)**

**COURSE: BBA Regular**  
**SEMESTER: II**  
**SUBJECT: Fundamentals of Accounting**

**Lecture hours: 60**

**Objective:** To provide knowledge and understanding of the basic framework of financial statements and their preparation and reporting requirements

Sl. No.	UNIT & OBJECTIVES	No. of Lecture Hours	Methodology / Instructional techniques	Evaluation / learning confirmation
<b>Module I</b>	<b>Introduction to Accounting</b>	<b>6</b>		
1.	Basic Financial Statements (Balance sheet, Profit or loss statement, cash flow statement)	1	Lecture, PPT	Question and Answer, Discussions
2.	Meaning of Accounting - Objectives of Financial Accounting and Reporting - Users of Financial Accounting Information - Limitations of Accounting	1	Lecture, PPT	Question and Answer, Discussions
3.	Qualitative characteristics of financial statements: Understandability, Relevance, Reliability and Comparability (Four Pillars of Accounting)	1	Lecture, PPT	Question and Answer, Discussions
4.	Accounting terminologies, Transaction, Debit, Credit, Cash transactions, Credit transactions, Cash method, Accrual method	1	Lecture, PPT	Question and Answer, Discussions
5.	Simple problems based on cash transactions, credit transactions	1	Problems , on Board	Question and Answer
6.	Simple test on above	1	Problems	Test
<b>Module 2</b>	<b>Conceptual Basis of Accounting</b>	<b>10</b>		
1.	Concepts of Equity, Assets, Liabilities, Income,	1	Lecture, PPT	Question and Answer,

	Expense and Revenue vs. Capital			Discussions
2.	Accounting Concepts & Conventions, GAAP - Accrual, Materiality with examples	1	Lecture, PPT	Question and Answer, Discussions
3.	Accounting Concepts & Conventions, GAAP - Going concern, Entity etc.	1	Lecture, PPT	Question and Answer, Discussions
4.	Double Entry - Substance over Form	1	Lecture, PPT	Question and Answer, Discussions
5.	Basic Accounting Equation and representation in Balance Sheet	1	Lecture, PPT	Question and Answer, Discussions
6.	Basic Accounting Equation and representation in Balance Sheet - simple problems	1	Problems, On Board	Question and Answer, Discussions
7.	Simple problems	1	Problems, On Board	Question and Answer
8.	Simple problems	1	Problems, On Board	Question and Answer
9.	Simple problems	1	Problems, On Board	Question and Answer
10.	Simple problems	1	Problems, On Board	Question and Answer
<b>Module 3</b>	<b>Framework of Accounting</b>	<b>16</b>		
1.	Accounting Cycle , Classification of Accounts	1	Lecture	Question and Answer, Discussions
2.	Process of Journalizing	1	Problems, On Board	Question and Answer, Discussions
3.	Process of Journalizing	1	Problems, On Board	Question and Answer,

				Discussions
4.	Posting to Ledger	1	Problems, On Board	Question and Answer, Discussions
5.	Posting to Ledger	1	Problems, On Board	Question and Answer, Discussions
6.	Preparation of Trial balance	1	Problems, On Board	Question and Answer, Discussions
7.	Preparation of Trial balance	1	Problems, On Board	Question and Answer, Discussions
8.	Complete problem on Journal, Ledger and Trial balance	1	Problems, On Board	Question and Answer, Discussions
9.	Complete problem on Journal, Ledger and Trial balance	1	Problems, On Board	
10.	Subsidiary books - Purchases, Sales, Purchase return, sales return books	1	Problems, On Board	
11.	Subsidiary books - Purchases, Sales, Purchase return, sales return books	1	Problems, On Board	
12.	Triple column cash book	1	Problems, On Board	
13.	Triple column cash book	1	Problems, On Board	
14.	Rectification of errors	1	Problems, On Board	
15.	Rectification of errors	1	Problems, On Board	
16.	Rectification of Errors	1	Problems, On Board	
<b>Module 4</b>	<b>Final Accounts of a Sole Proprietor</b>	<b>12</b>		

1.	Trading Account - Format, with adjustments	1	Lecture	Question and Answer, Discussions
2.	Preparation of Trading Account - With adjustments	1	Lecture , Problems	Question and Answer, Discussions
3.	Profit & Loss Account - Format, adjustments	1	Lecture	Question and Answer, Discussions
4.	Profit & Loss Account- Treatment of various adjustments - Outstanding Expenses; Prepaid Expenses; Accrued Income; Income received in advance, provision for discount on debtors, provision for discount on creditors	1	Lecture	Question and Answer, Discussions
5.	Profit & Loss Account - goods distributed as free samples, goods taken by the owner for personal use, Abnormal loss of stock by fire, theft and accident(insured goods and uninsured goods), Manager's Commission	1	Lecture	Question and Answer, Discussions
6.	Balance Sheet - Format , Treatment of Closing stock	1	Lecture	Question and Answer, Discussions
7.	Preparation of Balance Sheet	1	Problems, On Board	Question and Answer, Discussions
8.	Preparation of Trading Account, Profit & Loss Account, and Balance Sheet of Sole Proprietary concerns	1	Problems, On Board	Question and Answer, Discussions
9.	Preparation of Trading Account, Profit & Loss Account, and Balance Sheet of Sole Proprietary concerns with adjustments	1	Problems, On Board	Question and Answer, Discussions
10.	Preparation of Trading Account, Profit & Loss Account, and Balance Sheet of Sole Proprietary concerns - with adjustments	1	Problems, On Board	Question and Answer, Discussions
11.	Preparation of Trading Account, Profit & Loss Account, and Balance Sheet of Sole Proprietary	1	Problems, On Board	Question and Answer,

	concerns - with adjustments			Discussions
12.	Preparation of Trading Account, Profit & Loss Account, and Balance Sheet of Sole Proprietary concerns - with adjustments	1	Problems, On Board	Question and Answer, Discussions
<b>Module 6</b>	<b>Accounting Standards and IFRS</b>	<b>6</b>		
1.	Meaning and Objectives of Accounting Standards	1	Lecture , PPT	Question and Answer, Discussions
2.	Procedure for issuing Accounting Standards in India	1	Lecture , PPT	Question and Answer, Discussions
3.	International Financial Reporting Standards - Need for IFRS Convergence	1	Lecture , PPT	Question and Answer, Discussions
4.	Ind AS	1	Lecture , PPT	Question and Answer, Discussions
5.	Introduction to Financial Statements as per Ind AS Schedule III	1	Lecture , PPT	Question and Answer, Discussions
6.	Introduction to Financial Statements as per Ind AS Schedule III	1	Lecture , PPT	Question and Answer, Discussions
<b>Module 5</b>	<b>Computerised Accounting Process</b>	<b>10</b>		
1.	Accounting Process using Tally - Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
2.	Accounting Process using Tally - Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
3.	Accounting Process using Tally - Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions

4.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
5.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
6.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
7.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
8.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
9.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions
10.	Accounting Process using Tally – Journal, Ledger and Trial Balance	1	Lecture, LAB	Question and Answer, Discussions

**Books for Reference:**

Jain S P & Narang: Basic Financial Accounting.

R. S. N. Pillai, Bagavathi & S. Uma: Fundamentals of Advanced Accounting.

S. Anil Kumar, Mariappa & V Rajesh Kumar: Financial Accounting

**DATES & NATURE OF CIA:**

1. First CIA for 10 marks – Class test on Basic concepts of Accounting by end of November/Group Assignment
2. Mid Term Exams 30 marks – January , 2018 ( Module 1,2,3)
3. Second CIA for 10 marks – between Feb 15-20<sup>th</sup>, 2018 – Written Test/Online test

