

**B. A.- II (Third Semester)**  
**Original Name: Commerce (Basics of Accounting)-1**

**Proposed Name:** Paper- Financial accounting-1

Max. Marks: 90

Internal Assessment: 10 Marks

Time: 3 hours

Note: The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry six small questions of three marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All questions shall carry 18 marks each.

**Unit 1:**

Accounting-Meaning, Objectives, Accounting as Source of Information, Internal and External Users of Accounting Information and their Needs.

Qualitative Characteristics of Accounting Information-Reliability, Relevance, Understandability and Comparability .

**Unit 2:**

Accounting Principles-Meaning and Nature

Accounting Concepts-Entity, Money Measurement, Going Concern, Accounting Period, Cost Concept, Dual Aspect. Revenue Recognition (Realization), Matching, Accrual, Full Disclosure, Consistency, Conservatism, Materiality .

**Unit 3:**

Accounting Standards-Concept.

Process of Accounting-From Recording of Business Transactions to Preparation of Trial Balance.

Bases of Accounting-Cash Basis, Accrual Basis.

**Unit 4:**

Voucher and Transactions-Origin of Transactions-Source Documents and Vouchers, Preparation of Accounting Vouchers; Accounting Equation Approach-Meaning and Analysis, Accounting Equation: Rules of Debit and Credit.

Recording of Transactions-Books of Original Entry-Journal, Special Purpose Books: (i) Cash Book-Simple, Cash Book with Bank Column and Petty Cash Book (ii) Purchases Book, Sales Book, Purchase Returns Book, Sales Returns Book; Ledger-Meaning, Utility, Format; Posting from Journal and Subsidiary Books; Balancing of Accounts.

Bank Reconciliation Statement-Meaning, Need and Preparation, Corrected Cash Book Balance.

**Suggested Readings:**

1.Gupta R.L. and Radha Swami M., Financial Accounting, Sultan Chand and Sons., New Delhi.

2.Monga J.R., Ahuja Girish and Sehgal Ashok: Financial Accounting, Mayur Paper Back, Noida.

3.Shukla M.C., Grewal T.S. and Gupta S.C.; Advanced Accounts, S. Chand and Company, New Delhi.

**B.A.-II**  
**(Fourth Semester)**

**Original Name:** Commerce- ( Basics of Accounting) –II

**Proposed Name:** Paper: Financial Accounting –II

Internal Assesment-10 Marks

Time: 3Hrs. Theory Paper Max Marks-90 Marks

**Note:** - The Examiner shall set nine questions in all covering the whole syllabus. Question No.1 will be compulsory covering all the units and shall carry 6 small questions of three marks each. The rest of the eight questions will be set from all the four units. The examiner will set two questions from each unit out of which the candidate shall attempt four questions selecting one question from each unit. All the questions shall carry 18 marks each.

**Unit-I**

Journalizing, Posting  
and Preparation of trial balance.

**Unit-II**

Capital and revenue items; Reserves and Provisions, Rectification of errors,

**Unit-III**

Final

Accounts with adjustments.

**Unit-IV**

Depreciation: Meaning, Causes and Methods, Accounting for non-profit organizations.

**Suggested Readings:**

- 1.Gupta R.L. and Radha Swami M., Financial Accounting, Sultan Chand and Sons., New Delhi.
- 2.Monga J.R., Ahuja Girish and Sehgal Ashok: Financial Accounting, Mayur Paper Back, Noida.
- 3.Shukla M.C., Grewal T.S. and Gupta S.C.; Advanced Accounts, S. Chand and Company, New Delhi.