

## Course: 202 : Computerized Financial Accounting

Course Code	202
Course Title	Computerized Financial Accounting
Credit	3
Teaching per Week	3 Hrs
Minimum weeks per Semester	15 (Including Class work, examination, preparation etc.)
Review / Revision	June 2014
Purpose of Course	Accounting takes an important role in operating an organization. Every business must keep track of financial information that relates to its business activities. This course will help students in understand basic concepts of Financial Accounting and also understand working of a good Financial Accounting software.
Course Objective	To teach basic concepts of Financial Accounting & use of a good Financial Accounting Software
Pre-requisite	None
Course Out come	After learning this subject student will be able to know the basic concepts of Financial Accounting & use of a good Financial Accounting Software.
Course Content	<p><b>Unit 1. Introduction to Accounting System</b></p> <ol style="list-style-type: none"> <li>1.1. Meaning &amp; Definition of Accounting</li> <li>1.2. Objectives of Accounting</li> <li>1.3. Concepts and Features of Book Keeping</li> <li>1.4. Branches of Accounting (Financial Management, Cust)</li> <li>1.5. Basis of Accounting (Accrual Bases, Cash Bases)</li> </ol> <p><b>Unit 2. Accounting Concepts</b></p> <p><b>Unit 3. Accounting Equation &amp; Transaction Analysis</b></p> <ol style="list-style-type: none"> <li>3.1. Introduction to Assets, Liabilities, Equities</li> <li>3.2. Concepts of Transaction Analysis</li> <li>3.3. Classification of Accounts (Real Account, Personal Account, Nominal Account)</li> </ol> <p><b>Unit 4. Concepts of Book-Keeping</b></p> <ol style="list-style-type: none"> <li>4.1. Introduction of Single Entry System and its advantages/disadvantages</li> <li>4.2. Introduction of Double Entry System and its advantages</li> <li>4.3. Types of Business Transaction <ol style="list-style-type: none"> <li>4.3.1. Cash Transaction</li> <li>4.3.2. Credit Transaction</li> <li>4.3.3. Barter Transaction</li> </ol> </li> <li>4.4. Concepts of important Terminologies: Opening Stock, Closing Stock, Goods, Inventory, Assets, Liabilities, Capital, Debit, Debtors, Creditors, Income, Expenses, Loss, Profit, Credit, Debit.</li> </ol> <p><b>Unit 5. Journal &amp; Subsidiary Books (With Preliminary examples)</b></p> <ol style="list-style-type: none"> <li>5.1. Meaning of Journal</li> <li>5.2. Format of Journal</li> <li>5.3. Concept and format of cash Book</li> </ol>

	<p>5.4. Concept and format of Petty cash Book</p> <p>5.5. Concept and format of Purchase, Sale, Purchase Return and Sale Return Book</p> <p><b>Unit 6. Concept of Accounting Mechanism</b></p> <p>6.1. Meaning and Definition of Ledger</p> <p>6.2. Types of Ledger</p> <p>6.3. Trial Balance and its objectives</p>
Reference Book	<ol style="list-style-type: none"> <li>1. Accounting for Management – By Dr. Hawaharlal</li> <li>2. Financial Management - By Dr. S.N. Maheshwari</li> <li>3. Accounting for Management – By S.K. Bhattacharya &amp; John Deardon</li> <li>4. Advanced Accountancy – By S.P. Jain &amp; K.I. Narang</li> <li>5. Implementing Tally 6.3 – By K.K. Nathani – BPB Publication</li> <li>6. Implementing Tally 7.2 – By A.K. Nathani &amp; K.K. Nathani BPB Publication</li> </ol>
Teaching Methodology	Class Work, Discussion, Self Study, Seminars and/or Assignments
Evaluation Method	<p>30% Internal assessment.</p> <p>70% External assessment.</p>