**INDIAN SCHOOL AL WADI AL KABIR**

 DETAILED MONTHLY PLAN 2015-16

Name of the department: Commerce Department Subject: Accountancy-XI

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| Month | No.of weeks(teaching) | Topic /Lesson discussed in each week |
| 1-week | 2-week | 3-week | 4-week |
| April | 2 Weeks 4 Days |  | Introduction to Accounting* Accounting objectives, Advantages and Limitations
* Types of Accounting information
* Users of accounting information and their needs
* Basic Accounting terms
 | Theory base of Accounting* Fundamental Accounting assumptions
* Accounting principles
* Double entry system
* Basis of accounting
* Accounting standards and IFRS

Accounting equation* Analysis of transactions using accounting equation
* Sums on accounting equation
 | * Sums on Accounting Equation (contd.,)
* Rules of Debit and Credit

Vouchers* Meaning and types of vouchers
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| **May** | 4 Weeks 1 Day | Vouchers (contd.)* Meaning and types of vouchers
* Source documents

Journal* Books of original entry
* Format and recording
 | Journal contd.,Cash book* Simple cash book
* Cash book with bank column
 | Cash book (Contd.,)* Triple coloumn cash book
* Petty cash book
 | Other Subsidiary Books * Purchases books
* Purchases returns books
* Sales books
* Sales returns books
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| June  | 2 Weeks | * Revision
 | * 1st Assessment
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