

Proposed Syllabus of BBA
CBCS
BBA Degree Course – I Year – I Semester
Department of Commerce and Business Management, Kakatiya University
BBA106: FINANCIAL ACCOUNTING

Duration: 3 hrs.

Marks: 100

UNIT – I: INTRODUCTION TO ACCOUNTING:

Need for Accounting – Definition of Accounting - Scope and Functions of Accounting – Branches of Accounting – Book-Keeping vs. Accounting – Advantages and Limitations of Accounting – Accounting Concepts and Conventions — Basic Accounting Process – Accounting Equation – Classifications of Accounts – Rules of double entry book keeping – Journalising – Posting to Ledgers – Balancing of Ledger (Theory and Problems)

UNIT – II: SUBSIDIARY BOOKS & BANK RECONCILIATION STATEMENT:

Subsidiary Books: Sub Division of Journal – Types of Subsidiary Books – Preparation of Subsidiary Books: Sales Ledger – Purchase Ledger – Journal Proper – Debit Note – Credit Note – Cash Book: different types of Cash Books – Simple Cash Book – Double Column Cash Book – Triple Column Cash Book – Petty Cash Book – Bank Reconciliation Statement: Need and Importance – Reasons for difference between Cash Book and Pass Book Balances – Problems on favourable and over draft balances. (Theory & Problems)

UNIT – III: TRIAL BALANCE & RECTIFICATION OF ERRORS:

Trial Balance – Meaning – Objectives of preparing a Trial Balance – Limitations of Trial Balance – Problems of preparation of Trial Balance. Rectification of Errors: Types of Errors – Errors of Principle-Errors of Omission-Errors of Commission-Compensating Errors – Effect of errors on Trial Balance – Classification of errors from rectification point of view – Suspense Account. (Theory & Problems)

UNIT – IV: DEPRECIATION

Depreciation: Meaning, Causes, and Objects of providing depreciation – Factors affecting depreciation – Accounting Treatment – Methods of providing Depreciation: Straight Line Method – Written Down – Annuity Method. (Theory & Problems)

UNIT – V: FINAL ACCOUNTS:

Final Accounts of Sole Proprietorship Business – Adjustments with Dual Fold Effect – Features of Trading, Profit and Loss Account – Problems on Trading Account-Profit and Loss Account-Balance Sheet.

Suggested Readings:

1. S.P. Jain & K.L. Narang: Advanced Accounting, Kalyani Publications.
2. R.L.Gupta & M. Radhaswamy : Corporate Accounting, Sultan Chand & Sons.
3. R.L. Gupta & V.K.Gupta: Financial Accounting, Sultan Chand & Sons.
4. Shukla and Grewal: Advanced Accountancy, S Chand & Co.