

ACCOUNTANCY
REVISED SYLLABUS FOR HIGHER SECONDARY SECOND YEAR COURSE.

Theory: 80 marks

Time: Three Hours.

Project: 20 Marks

Unit wise Distribution of Marks & Periods:

Part A: Accounting for Partnership Firms (40 Marks)

Units	Topics	Marks	Periods
Unit-I	Accounting for Partnership- Basic Concepts	12	30
Unit-II	Reconstitution of a Partnership Firm- Admission of a Partner	10	25
Unit-III	Reconstitution of a Partnership Firm- Retirement/Death of a Partner	10	20
Unit-IV	Dissolution of a Partnership Firm	08	20
Total (Part A)		40	95

EITHER

Part B: Company Accounts and Analysis of Financial Statements (40 Marks)

Unit	Topics	Marks	Periods
Unit-I	Accounting for Share Capital	10	25
Unit-II	Issue and Redemption of Debentures	08	20
Unit-III	Financial Statements of a Company	08	15
Unit-IV	Analysis of Financial Statements	06	15
Unit-V	Accounting Ratios	04	10
Unit - VI	Cash Flow Statement	04	10
Total (Part B)		40	95

OR

Part C: Computerised Accounting System (40 Marks)

Unit.	Topics	Marks	Periods
Unit-I	Overview of Computerised Accounting System	12	25
Unit-II	Using Computerised Accounting System	08	25
Unit-III	Graphs and Charts for Business Data	08	20
Unit-IV	Accounting Applications of Electronic Spreadsheets	12	25
Total (Part C)		40	95
Part D	Project Work	20	10
Total {Part A+(Part B or Part C)+Part D}		100	200

Unit wise Distribution of Course Contents:-

Part –A: Accounting for Partnership Firms

(40 Marks)

Unit-I: Accounting for Partnership- Basic Concepts.

Marks: 12

- ❖ Basic Concepts, Characteristics of Partnership, Partnership Deed, Contents of Partnership Deed.
- ❖ Provisions of Indian Partnership Act, 1932 in the absence of Partnership Deed.

- ❖ Maintenance of Capital Accounts of Partners- Fixed and Fluctuating Capital, Distribution of Profit among partners, Interest on Capital, Drawings, Interest on drawings , Interest on Partner's loan to a firm, Salary/Commission to a partner, Guarantee of Profit to a partner, Past adjustments.
- ❖ Preparation of Final Accounts of Partnership Firm.

Unit-II: Reconstitution of a Partnership Firm – Admission of a Partner: Marks-10

- ❖ Modes of Reconstitution of a Partnership Firm.
- ❖ Admission of a New Partner- Matters relating to admission of a New Partner, New Profit Sharing Ratio, Sacrificing Ratio.
- ❖ Goodwill: Nature, Needs, Factors affecting Goodwill, Methods of valuation, Average profit, Super Profit and Capitalisation Methods. Accounting treatment of goodwill on admission of a partner.
- ❖ Treatment of Accumulated Profits and Losses, Revaluation of assets and Re-assessment of liabilities.
- ❖ Adjustment of Capitals, Changes in Profit Sharing Ratio among the existing partners.

Unit-III: Reconstitution of a Partnership Firm- Retirement/ Death of a Partner: Marks-10

- ❖ Ascertaining the amount due to Retiring/Deceased Partner.
- ❖ Calculation of New Profit Sharing Ratio and Gaining Ratio. Treatment of Goodwill, Revaluation of assets and Re-assessment of liabilities, Adjustment of Accumulated Profits and Losses.
- ❖ Accounting Treatments.

Unit-IV: Dissolution of Partnership Firm: Marks-08

- ❖ Meaning and Concept.
- ❖ Distinctions between dissolution of Partnership and dissolution of a Firm
- ❖ Accounting Treatments.

EITHER

Part –B: Company Accounts and Analysis of Financial Statements (40 Marks)

Unit-I: Accounting for Share Capital: Marks: 10

- ❖ Company- Meaning and definitions, features and types.
- ❖ Share Capital- Meaning, Classification, Nature and Types of shares, Accounting for Issue and allotment of Equity and Preference shares, Over subscription, Pro-rata allotments, Under subscription, Calls in Arrears, Calls in Advance. Issue of share at Par, at a Premium and at a Discount. Issue of shares for consideration other than cash. Accounting for forfeiture of shares and Re-issue of forfeited shares.
- ❖ Buy-back of Shares (Concept only)

Unit-II: Issue and Redemption of Debentures: Marks-08

- ❖ Debentures: Meaning and Types. Distinctions between Shares and Debentures.
- ❖ Accounting for Issue of Debentures: Issue of debenture at Par, at a Premium, at a discount, Over subscription, Issue of Debentures for consideration other than cash, Issue of debentures as a Collateral Security.
- ❖ Terms of Issue of Debentures.
- ❖ Accounting for Interest on Debentures, Writing off Discount/Loss on Issue of Debentures.
- ❖ Redemption of Debentures- By payment in Lump-Sum, By Payment in Instalments, Purchase in Open market, by conversion.

Unit-III: Financial Statements of a Company: Marks-08

- ❖ Financial Statement- Meaning, Nature, Objectives, Types, Uses and Limitations.
- ❖ Income Statement- Form and Contents.
- ❖ Balance Sheet- Form and Contents.

Unit-IV: Analysis of Financial Statements: Marks-06

- ❖ Meaning.
- ❖ Significance.
- ❖ Objectives.
- ❖ Tools of Financial Statement Analysis.
- ❖ Comparative Statements.
- ❖ Common Size Statements.
- ❖ Limitations of Analysis of Financial statements.

Unit-V: Accounting Ratios: Marks-04

- ❖ Meaning of Accounting Ratios.
- ❖ Ratio Analysis- Objectives, Advantages, Limitations and Types- Liquidity Ratios, Solvency Ratios, Activity (Turnover) Ratios and Profitability Ratios.

Unit-VI: Cash Flow Statements: Marks-04

- ❖ Meaning, Objectives and Benefits of Cash Flow Statements.
- ❖ Cash and Cash equivalent.
- ❖ Ascertaining Cash Flow from Operating, Investing and Financing activities.
- ❖ Preparation of Cash Flow Statements.

OR

Part-C: Computerised Accounting System (CAS) (40 Marks)

Unit-I: Overview of Computerised Accounting System: Marks-12

- ❖ Concept of Computerised Accounting System.
- ❖ Types of Computerised Accounting System.
- ❖ Features of Computerised Accounting System.
- ❖ Structure of a Computerised Accounting system.
- ❖ Limitations of Computerised Accounting System.
- ❖ Accounting Information Systems (AIS)

Unit-II: Using Computerised Accounting System: Marks-08

- ❖ Steps in installation of CAS, Codification and hierarchy of account heads, Creation of accounts.
- ❖ Data entry, Validation and Verification.
- ❖ Adjusting Entries, Preparation of Financial Statements, Closing entries and Opening entries, Security features generally available in CAS.

Unit-III: Graphs and Charts for Business Data: Marks-08

- ❖ Graphs and Charts.
- ❖ Basic steps for Graphs/Charts/Diagrams Using Excel.
- ❖ Advantages in using Graphs/Chart.

Unit-IV: Accounting Applications of Electronic Spreadsheets: Marks-12

- ❖ Concept of an Electronic Spreadsheet (ES).
- ❖ Features offered by Electronic Spreadsheet (ES)
- ❖ Application of Electronic Spreadsheet in generating accounting information, Bank Reconciliation Statement, Asset accounting, Loan repayment schedule, Ratio analysis.

ACCOUNTANCY
PROJECT WORK FOR HIGHER SECONDARY SECOND YEAR COURSE.

<u>Project Work -</u>	<u>20 Marks.</u>
➤ Project Preparation	12 Marks
➤ Project VIVA VOCE	08Marks

Format for Project Work of the subject Accountancy (H.S. Second Year)

Cover Page:-

1. Title of the Project.
2. Information of the student
(Name, Roll No, Registration No, Year)
3. Name of the Supervisor/Guide.
4. Name of the Institution.
5. Year.

Second Page: - Acknowledgement.

Third Page: - Declaration by the students.

Forth Page: - Certificate from Supervisor/Guide.
Certificate from Head of the Institution/Department.

Fifth Page :- Contents/Index.
Main text of the project
References /Bibliography.

PROJECT DESIGN For H.S. Second Year.

Step-I: - Visit the selected Trading Organisation.

Step-II: - Collect the required Accounting or Financial data/ information for the Project Work.

Step-III: - Collect the required source documents

Step-IV: - Select and prepare any one of the following.

- (i) Collect Annual Reports: Analyse and interpret (any one of the following):
 - a) Comparative Income/ Position Statement.
 - b) Common Size Income/ Position Statement.
 - c) Ratio Analysis.
 - d) Any other topic related to financial statement of an organisation
- (ii) Accounting for Partnership Firm:
 - a) Trading and Profit & Loss Account.
 - b) Profit & loss Appropriation Account.
 - c) Capital Account.
 - d) Balance Sheet.
- (iii) Using Computerised Accounting System, Prepare Electronic Spreadsheet with accounting data.
- (iv) Any other suitable topic related to content of the syllabus.

Instructions for “Main Text of the Project”

Main text of the project should be framed as follows-

Chapter-I: - Introduction: introduction, objectives of the study, methodology and limitations.

Chapter-II: - Profile of the Organization.

Chapter-III: - Analysis and interpretation of data.

Chapter-IV: - Conclusion.

Learnto