

**Class – XI**  
**DELETED SYLLABUS**  
**(For the Session of 2020-21 Only)**  
**Accountancy**  
**(THEORY)**

**Part A: Financial Accounting - I**

**Unit 1: Introduction to Accounting**

- Qualitative characteristics of Accounting information-reliability, relevance, understandability and comparability.

**Unit 2: Theory Base of Accounting**

- Cost Concept, Conservatism, Materiality
- Accounting Standards- Concept
- Bases of Accounting - Cash Basis, Accrual Basis

**Unit 3: Recording of Business Transactions**

- preparation of Accounting vouchers
- Recording of Transactions: Special Purpose Books:
  - i) Purchases Book, Sales Book, Purchase Returns Book, Sales Returns Book

**Unit 4: Trial Balance and Rectification of Errors**

- Errors: compensating errors; errors not affecting Trial Balance.
- Detection and Rectification of Errors (One Sided and Two Sided)

**Unit 5: Depreciation, Provisions and Reserves**

- Method of recording depreciation-charging to asset account, creating provision for depreciation/accumulated depreciation account; Treatment of disposal of asset.
- types of Reserves: Revenue Reserve, Capital Reserve, General Reserve, Specific Reserve and Secret Reserves.

**Unit 6: Accounting for Bills of Exchange Transactions**

- Negotiation, Endorsement
- Accounting treatment of trade bills and accommodation bills.

## **Part B: Financial Accounting - II**

### **Unit 7: Financial Statements**

- Capital Expenditure and Deferred Revenue Expenditure
- Balance Sheet: Vertical Presentation of Financial Statements.
- provision for discount on debtors, manager's commission.

### **Unit 8: Accounts from incomplete records**

Conversion method.

### **Unit 9: Computers in Accounting**

- Applications of computers in accounting:
  - data exchange with other information systems
- Highlighting advantages and limitations of automation
- Tailor-made accounting system.

### **Unit 10: Accounting and Database System**

- Queries and reports in the context of Accounting System.