



**BLOOM PUBLIC SCHOOL**  
**C-8 Vasant Kunj, New Delhi**  
**Syllabus for the Session 2023-24**

**Class: XI**

**Subject: Accountancy (055)**

<b>SYLLABUS</b>		
<b>MONTH</b>	<b>CHAPTER ( NCERT Text book)</b>	<b>CONTENT</b>
<b>April</b>	<b>Part A: Financial Accounting - I</b> Chapter 1: Introduction to Accounting        Chapter 2: Theory base of accounting	Accounting- concept, objectives, advantages and limitations, types of accounting information; users of accounting information and their needs. Qualitative Characteristics of Accounting Information. Role of Accounting in Business. • Basic Accounting Terms- Business Transaction, Capital, Drawings. Liabilities (Non-Current and Current). Assets (Non-Current, Current); Fixed assets (Tangible and Intangible), Expenditure (Capital and Revenue), Expense, Revenue, Income, Profit, Gain, Loss, Purchase, Sales, Goods, Stock, Debtor, Creditor, Voucher, Discount (Trade discount and Cash Discount)  Fundamental accounting assumptions: GAAP: Concept • Business Entity, Money Measurement, Going Concern, Accounting Period, Cost Concept, Dual Aspect, Revenue Recognition, Matching, Full Disclosure, Consistency, Conservatism, Materiality and Objectivity • System of Accounting. Basis of Accounting: cash basis and accrual basis • Accounting Standards: Applicability in Ind AS • Goods and Services Tax (GST): Characteristics and advantages.
<b>May</b>	Chapter 3 : Recording of Business Transactions-I   <b>Practical File</b>	• Voucher and Transactions: Source documents and Vouchers, Preparation of Vouchers, Accounting Equation Approach: Meaning and Analysis, Rules of Debit and Credit.
<b>July</b>	Chapter 3 : Recording of Business Transactions-I Books of Original entry – Journal and Ledger <b>PA 1 Examination</b>	Recording of Transactions: Books of Original Entry- Journal Ledger: Format, Posting from journal and subsidiary books, Balancing of accounts.

<b>August</b>	Chapter 4 : Recording of Business Transactions II  <b>Practical File</b>	<ul style="list-style-type: none"> <li>• Special Purpose books:</li> <li>• Cash Book: Simple, cash book with bank column and petty cash book</li> <li>• Purchases book</li> <li>• Sales book</li> <li>• Purchases return book</li> <li>• Sales return book</li> </ul>
<b>September</b>	Chapter 5– Bank Reconciliation Statement  <b>Term 1 Examination</b>	Need and preparation, Bank Reconciliation Statement and understanding of preparing bank reconciliation statement.
<b>October</b>	Chapter- 7 Depreciation, Provisions and Reserves	<p>Depreciation: Concept, Features, Causes, factors Other similar terms: Depletion and Amortisation Methods of Depreciation: i. Straight Line Method (SLM) ii. Written Down Value Method (WDV) Difference between SLM and WDV; Advantages of SLM and WDV Accounting treatment of depreciation i. Charging to asset account ii. Creating provision for depreciation/accumulated depreciation account</p> <p>Provisions and Reserves: Difference Types of Reserves: i. Revenue reserve ii. Capital reserve iii. General reserve iv. Specific reserve v. Secret Reserve Difference between capital and revenue reserve</p>
<b>November</b>	Chapter- 6 Trial balance and Rectification of error  <b>Practical File</b>	<p>Trial balance and Rectification of Errors</p> <ul style="list-style-type: none"> <li>• Trial balance: objectives and preparation</li> <li>• Errors: types-errors of omission, commission, principles, and compensating; their effect on Trial Balance.</li> <li>• Detection and rectification of errors; preparation of suspense account.</li> </ul>
<b>December</b>	<b>Part B: Financial Accounting - II</b> Chapter 1 - Financial Statements – I	<p>Financial Statements Meaning, objectives and importance; Revenue and Capital Receipts; Revenue and Capital Expenditure; Deferred Revenue expenditure. Trading and Profit and Loss Account: Gross Profit, Operating profit and Net profit. Preparation. Balance Sheet: need, grouping and marshalling of</p>

	Chapter 2 - Financial Statements – II	<p>assets and liabilities. Preparation of Trading and Profit and Loss account and Balance Sheet of a sole proprietorship without adjustments.</p> <p>Adjustments in preparation of financial statements with respect to closing stock, outstanding expenses, prepaid expenses, accrued income, income received in advance, depreciation, bad debts, provision for doubtful debts, provision for discount on debtors, Abnormal loss, goods taken for personal use/staff welfare, interest on capital and managers commission. Preparation of Trading and Profit and Loss account and Balance Sheet of a sole proprietorship with adjustments.</p>
	<b>PA 2 Examination</b>	
<b>January</b>	Chapter 2 - Financial Statements – II (To Be Cont..)	<p>Adjustments in preparation of financial statements with respect to closing stock, outstanding expenses, prepaid expenses, accrued income, income received in advance, depreciation, bad debts, provision for doubtful debts, provision for discount on debtors, Abnormal loss, goods taken for personal use/staff welfare, interest on capital and managers commission. Preparation of Trading and Profit and Loss account and Balance Sheet of a sole proprietorship with adjustments.</p>
	Chapter Accounts from Incomplete Records	<p>Features, reasons and limitations. Ascertainment of Profit/Loss by Statement of Affairs method. (excluding conversion method)</p>
<b>February</b>	<b>Revision Practical Examination Annual Examination</b>	
<b>March</b>	<b>Result</b>	
<b>ASSESSMENT SYLLABUS</b>		
<b>PERIODIC ASSESSMENT -1</b>		<b>Part A: Financial Accounting - I</b> Chapter 1-Introduction to Accounting Chapter2- Theory base of Accounting Chapter3- Recording of transaction-I(Till Accounting equation)
<b>TERM -1 EXAM</b>		<b>Part A: Financial Accounting - I</b> Chapter 1-Introduction to Accounting Chapter2- Theory base of Accounting Chapter3- Recording of transaction-I

	Chapter4- Recording of transaction-II Chapter 5- Bank Reconciliation Statement
<b>PERIODIC ASSESSMENT -2</b>	<b>Part A: Financial Accounting - I</b> Chapter- 6 Trial Balance & Rectification of error Chapter 7-Depreciation Provision & Reserve
<b>ANNUAL EXAMINATION</b>	<b>Part A: Financial Accounting - I</b> Chapter 1-Introduction to Accounting Chapter 2- Theory base of Accounting Chapter 3- Recording of transaction-I Chapter 4- Recording of transaction-II Chapter 5- Bank Reconciliation Statement Chapter 6- Trial Balance & Rectification of error Chapter 7-Depreciation Provision & Reserve <b>Part B: Financial Accounting - II</b> Chapter 1- Financial statement-I Chapter 2 Financial statement-II Chapter - Accounts from Incomplete Records