

TELANGANA STATE BOARD OF INTERMEDIATE EDUCATION, HYDERABAD

ACADEMIC YEAR 2020-2021

70% CONTENT IN VIEW OF COVID-19 PANDEMIC

INTERMEDIATE 1st YEAR ACCOUNTANCY SYLLABUS

Unit 1 Introduction to Accounting

- Introduction - Basic Accounting Terms
- Accounting Principles - Accounting Principles, GAAP - Accounting Concepts, Accounting Conventions

Unit II Recording of Business Transactions

Accounting Equation, Basis of Accounting, Systems of Accounting, Meaning of Account, Classification of Accounts - Rules of Debit and Credit - Journal and Ledger

Unit III Subsidiary Books and Bank Reconciliation Statement

- Subsidiary Books - Meaning - Types of Subsidiary Books,
- Cash Book and BRS - Meaning, - Types of Cash Book and their preparation - Simple Cash Book - , Three Column Cash book, Petty Cash Book
- Bank Reconciliation Statement: Nature of Cash book and Bank Pass book (Bank Statement) - Reasons for Difference - Meaning and Advantages of BRS - Procedure for Preparation of BRS - Preparation of BRS under favourable balances. Concept of Overdraft Balances

Unit IV Trial Balance and Rectification of Errors

- Trial Balance: Meaning - Features or Characteristics - Objectives - Preparation of Trial Balance
- Rectification of Errors: Meaning - Types of Errors - Rectification of Errors

Unit V Final Accounts of Sole Trading Concerns

- Meaning - Objectives of Preparation Final Accounts - Capital and Revenue Items - Preparation of Trading Account - Preparation of Profit & Loss Account and preparation of Balance Sheet - Preparation of Final Accounts without and with adjustments.
- ONLY 5 ADJUSTMENTS - Closing Stock, Outstanding Expenses, Prepaid Expenses, Depreciation, Provision for Doubtful Debts