

WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION

SYLLABUS FOR CLASS XII

SUBJECT: ACCOUNTANCY(ACCT)

Course Overview:

The Accountancy Course is introduced at the senior secondary stage, to enable the specific learning of commerce, following ten years of general schooling. This formal commerce education is particularly relevant in the context of the rapidly changing economic landscape, where accounting has secured its place as a vital source of financial information at the senior secondary level.

The syllabus is designed to provide students with a solid foundation in fundamental accounting concepts and methodologies. It also familiarizes them with the evolving landscape of financial statement preparation and presentation in accordance with applicable accounting standards and the Companies Act of 2013. The emphasis is on equipping students with a comprehensive understanding of accounting as an information system.

Class XI of the course focuses on instilling basic concepts and processes of accounting, leading to the preparation of accounts for a sole proprietorship firm. The significance of Information and Communication Technology (ICT) is highlighted throughout the curriculum, acknowledging its integral role in various aspects of life and business operations. In Class XII, students are introduced to Computerized Accounting Systems, presented as an optional component alongside the Analysis of Financial Statements. This module aims to impart skills necessary for designing need-based accounting databases to maintain accurate and efficient bookkeeping.

The entirety of the senior secondary Accountancy Course is geared towards introducing students to the business world and strengthening their foundational knowledge of the subject. *The annual course duration spans 200 contact hours, with 100 hours allocated to Semester I & III, 80 hours to Semester II & IV, and the remaining 20 hours dedicated to Home Assignments, Projects and Tutorial / Remedial Classes.* This holistic approach ensures that students not only grasp theoretical concepts but also gain practical skills applicable in real-world business scenarios.

Objectives:

The main objectives of the Accountancy Course at the senior secondary level are to:

1. Introduce basic accounting concepts and standards to students.
2. Familiarize students with components of financial statements.
3. Instil an understanding of recording business transactions and preparing financial statements.
4. Enable students to handle accounting for Not-for-Profit organizations, Partnership firms, and Company accounts.
5. Empower students to conduct post-analysis of Balance Sheets and other financial statements using tools like Comparative and Common Size Statements and Ratios.
6. Develop students' skills in designing need-based accounting databases.
7. Emphasize the role of Information and Communication Technology (ICT) in business operations.

ACCOUNTANCY (ACCT)

Class XII

Semester -III

Full Marks: 40

Unit	Topic	Marks
Unit 1	Accounting for Partnership Firms – I	15
Unit 2	Accounting for Company – I	10
Unit 3	Analysis of Financial Statements <i>OR</i> Computerized Accounts – I	15
	Total	40

Question Paper Typology			
Sl. No.	Typology of Questions	Marks	In %
1.	Remembering & Understanding	12	30
2.	Applying	20	50
3.	Analyzing, Evaluating and Critical Understanding	8	20

Weightage to form Questions						
Unit	Topics	Unit Marks	Question type	No. of Questions	Marks of each question	Total Marks
Unit 1	Accounting for Partnership Firms – I	15	MCQ	15	1	15
Unit 2	Accounting for Company – I	10	MCQ	10	1	10
Unit 3	Analysis of Financial Statements OR Computerized Accounts - I	15	MCQ	15	1	15
	Total	40				40

CLASS XII
SEMESTER – III

SUBJECT: ACCOUNTANCY (ACCT

FULL MARKS: 40

CONTACT HOURS: 100 HOURS

COURSE CODE: THEORY

UNIT NO.	TOPICS	CONTACT HOURS	MARKS
Unit 1	Accounting for Partnership Firms - I <ul style="list-style-type: none"> Partnership: Features, Partnership Deed. Provisions of the Indian Partnership Act 1932 in the absence of partnership deed. Fixed v/s fluctuating capital accounts. Preparation of Profit and Loss Appropriation account: Division of profit among partners, guarantee of profits. Past Adjustments: Relating to interest on capital, interest on drawing, salary and profit-sharing ratio. Goodwill: Meaning, nature, factors affecting and methods of valuation - average profit, super profit and capitalization. Recommendations of Accounting Standards in relation to recognition of Goodwill. Note: Interest on partner's loan is to be treated as a charge against profits.	35	15
Unit 2	Accounting for Company – I <ul style="list-style-type: none"> Features and types of companies. Share and Share Capital: Nature and types. Debentures: Meaning and types. Issue of Debentures at par, at a premium and at a discount. Issue of Debentures for consideration other than cash. Issue of Debentures with terms of redemption. Writing off Discount / loss on issue of Debentures. Note: Discount or loss on issue of Debentures to be written off in the year Debentures are allotted from Security Premium Reserve (if it exists) and then from Statement of Profit and Loss as Financial Cost (AS 16)	25	10

UNIT NO.	TOPICS	CONTACT HOURS	MARKS
Unit 3	Analysis of Financial Statements <ul style="list-style-type: none"> • Financial Statement Analysis: Meaning, Significance, Objectives, Importance and Limitations. • Accounting Ratios: Meaning, Objectives, Advantages, Classification and computation. <ul style="list-style-type: none"> ✓ Liquidity Ratios: Current Ratio and Quick Ratio. ✓ Solvency Ratios: Debt to Equity Ratio, Total Asset to Debt Ratio, Proprietary Ratio and Interest Coverage Ratio, Debt to Capital Employed Ratio. ✓ Activity Ratios: Inventory Turnover Ratio, Trade Receivables Turnover Ratio, Trade Payables Turnover Ratio, Fixed Asset Turnover Ratio, Net Asset Turnover Ratio and Working Capital Turnover Ratio. ✓ Profitability Ratios: Gross Profit Ratio, Operating Ratio, Operating Profit Ratio, Net Profit Ratio and Return on Investment. • Tools for Financial Statement Analysis :Comparative Statements, Common Size Statements, Ratio Analysis. <p style="text-align: center;">OR</p> Computerized Accounts - I Concept of Electronic Spreadsheet: <ul style="list-style-type: none"> • Concept, Data Entry, Text Management and Cell Formatting, Data Formatting, Output Reports, Preparation of Reports using Pivot Tables and Common Errors in Spreadsheet. • Payroll Accounting. • Data Graphs, Charts and Diagrams, Preparation of Graphs and Charts using Excel, Advantages of using Graphs and Charts. 	40	15
	Total	100	40

CLASS-XII

SEMESTER – IV

SUBJECT: ACCOUNTANCY (ACCT)

Full Marks: 40

Unit	Topics	Marks
Unit 1	Accounting for Partnership Firms – II	25
Unit 2	Accounting for Company – II	10
Unit 3	Cash Flow Statement <p style="text-align: center;">OR</p> Computerized Accounts – II	5
	Total	40

Question Paper Typology			
Sl. No.	Typology of Questions	Marks	In %
1.	Remembering & Understanding	12	30
2.	Applying	20	50
3.	Analyzing, Evaluating and Critical Understanding	8	20

Weightage to form Questions						
Unit	Topics	Unit Marks	Question type	No. of Questions	Marks of each question	Total Marks
Unit 1	Accounting for Partnership Firms – II	25	Descriptive	2	5	[10+9+6=25]
			SAQ Type 2	3	3	
			SAQ Type 1	3	2	
Unit 2	Accounting for Company – II	10	Descriptive	1	5	[5+3+2=10]
			SAQ Type 2	1	3	
			SAQ Type 1	1	2	
Unit 3	Cash Flow Statement <i>OR</i> Computerized Accounts - II	5	Descriptive	1	5	[5]
	Total	40				40

CLASS XII

SEMESTER –IV

SUBJECT: ACCOUNTANCY (ACCT)

Full Marks: 40

CONTACT HOURS: 80 HOURS

COURSE CODE: THEORY

UNIT NO.	TOPICS	CONTACT HOURS	MARKS
Unit 1	Accounting for Partnership Firms – II <ul style="list-style-type: none"> <i>Change in the Profit-Sharing Ratio among the existing partners–</i> Sacrificing Ratio, Gaining Ratio, Accounting for Revaluation of Assets and Reassessment of Liabilities and Treatment of Reserves, Accumulated Profits and Losses. <i>Admission of a partner:</i> Effect of admission of a partner on change in the Profit-Sharing Ratio, Treatment of Goodwill, Treatment for Revaluation of Assets and Reassessment of Liabilities, Treatment of Reserves, Accumulated Profits and Losses, Adjustment of Capital Accounts and Preparation of Capital, Current Account and Balance Sheet. 	50	25

UNIT NO.	TOPICS	CONTACT HOURS	MARKS
	<ul style="list-style-type: none"> Retirement and death of a partner: Effect of Retirement / Death of a Partner on change in Profit Sharing Ratio, Treatment of Goodwill, Treatment for Revaluation of Assets and Reassessment of Liabilities, Adjustment of Accumulated Profits, Losses and reserves, Adjustment of Capital Accounts and Preparation of Capital, Current Account and Balance Sheet, Preparation of Loan Account of the Retiring Partner, Calculation of deceased partner's Share of Profit till the date of death, Preparation of deceased partner's Capital Account and his Executor's Account. Dissolution of Partnership Firm: Meaning of dissolution of partnership and partnership firm. Types of dissolution of a firm. Settlement of Accounts – Preparation of Realization Account, and other related accounts: Capital Accounts of Partners and cash/bank a/c (excluding piecemeal distribution, sale to a company and insolvency of partner(s)). 		
Unit 2	Accounting for Share Capital - II <ul style="list-style-type: none"> Accounting for share capital: Issue and allotment of equity and preferences shares including simple problems on prorata allotment. Public subscription of shares: Over-subscription and under-subscription of shares; Issue at par and at premium, calls in advance and arrears (excluding interest), issue of shares for consideration other than cash. Forfeiture and reissue of shares: Accounting treatment. Disclosures: Disclosure of Share Capital in the Balance Sheet of a company as per Schedule III, Part I of the Companies Act, 2013. 	20	10
Unit 3	Cash Flow Statement <ul style="list-style-type: none"> Indirect Method of AS-3 (Revised) and without Adjustments: Meaning, Objectives, Benefits, Cash and Cash Equivalents, Classification of Activities and Preparation of Cash Flow Statement <p style="text-align: center;">OR</p> Computerized Accounts - II <ul style="list-style-type: none"> Data Base Management System: Defining Data Base Requirements, Identification of Data to be stored in tables, Structure of Data. Creating Data Table for Accounting, Using Queries, Forms and Reports for generating accounting information with the help of Microsoft Access Software. 	10	5
	Total	80	40

[Note: **20 Hours** reserved for Remedial classes, Tutorials and Home Assignments.]

CLASS - XII

COURSE CODE: PROJECT

Full Marks: 20 [Project Report: 10 Marks; Viva Voce: 10 Marks]

Students need to undertake any **one** project out of the four topics given below

at the end of Semester IV of Class XII.

Topic 1	Analysis of Financial Statements of a concern applying the tools of Ratio Analysis from a given Balance Sheet.
Topic 2	Analysis of Financial Statements of two concerns applying the tools of Comparative and Common size Statements.
Topic 3	Preparation of Cash Flow Statement from given Financial Statement of at least two business enterprises.
Topic 4	Preparation of an imaginary Balance Sheet of any concern as per the Companies Act, 2013 along with Notes to Accounts from a given set of information.