

**Paper: 201 / Subject: Computerized Financial Accounting**

**Credits 2**

**Total Hrs/Week: 2**

**Aim:** To teach basic concepts of Financial Accounting & use of a good Financial Accounting Software

**Prerequisite:** None

- 1. Introduction to Accounting System**
  - 1.1. Meaning & Definition of Accounting
  - 1.2. Objectives of Accounting
  - 1.3. Concepts and Features of Book Keeping
  - 1.4. Branches of Accounting (Financial Management, Cust)
  - 1.5. Basis of Accounting (Accrual Bases, Cash Bases)
- 2. Accounting Concepts**
- 3. Accounting Equation & Transaction Analysis**
  - 3.1. Introduction to Assets, Liabilities, Equities
  - 3.2. Concepts of Transaction Analysis
  - 3.3. Classification of Accounts (Real Account, Personal Account, Nominal Account)
- 4. Concepts of Book-Keeping**
  - 4.1. Introduction of Single Entry System and its advantages/disadvantages
  - 4.2. Introduction of Double Entry System and its advantages
  - 4.3. Types of Business Transaction
    - 4.3.1. Cash Transaction
    - 4.3.2. Credit Transaction
    - 4.3.3. Barter Transaction
  - 4.4. Concepts of important Terminologies: Opening Stock, Closing Stock, Goods, Inventory, Assets, Liabilities, Capital, Debit, Debtors, Creditors, Income, Expenses, Loss, Profit, Credit, Debit.
- 5. Journal & Subsidiary Books (With Preliminary examples)**
  - 5.1. Meaning of Journal
  - 5.2. Format of Journal
  - 5.3. Concept and format of cash Book
  - 5.4. Concept and format of Petty cash Book
  - 5.5. Concept and format of Purchase, Sale, Purchase Return and Sale Return Book
- 6. Concept of Accounting Mechanism**
  - 6.1. Meaning and Definition of Ledger
  - 6.2. Types of Ledger
  - 6.3. Trial Balance and its objectives

**Reference Books:**

**VEER NARMAD SOUTH GUJARAT UNIVERSITY – SURAT**  
**Bachelor of Computer Application (B.C.A) 1<sup>st</sup> Year (Semester II)**

**Effective From: June 2014.**

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1. Accounting for Management – By Dr. Hawaharlal
2. Financial Management - By Dr. S.N. Maheshwari
3. Accounting for Management – By S.K. Bhattacharya & John Deardon
4. Advanced Accountancy – By S.P. Jain & K.I. Narang
5. Implementing Tally 6.3 – By K.K. Nathani – BPB Publication
6. Implementing Tally 7.2 – By A.K. Nathani & K.K. Nathani BPB Publication