

SYLLABUS

BBA 1st Semester of Panjab University

BBA S105 : FINANCIAL ACCOUNTING

Objective : The primary objective of the paper is to familiarize the students with the Basic Accounting Principles and Techniques of Preparing and Presenting the Accounts for User of Accounting Information.

UNIT-I

Meaning and Uses of Accounting Information: Objectives and Nature of Accounting, Definition and Functions of Accounting, Book Keeping and Accounting, Interrelationship of Accounting with Other Disciplines, Branches of Accounting, Limitations of Accounting, Accounting Equation. Accounting Principles, Accounting Concepts and Conventions, Accounting Cycle, Journals, Ledger, and Trial Balance.

Cash Book and Bank Reconciliation Statement.

Depreciation Provisions and Reserves : Methods, Types and Accounting.

Final Accounts : Trading, Profit and Loss Account and Balance Sheet of a Sole Proprietary Concern.

UNIT II

Accounting for Issue and Forfeiture of Shares, Reissue of Shares, Employee Stock Option Plan, Right Issue and Bonus Share.

Accounting for Issue and Redemption of Debenture.

Final Accounts of Companies.

Practical Work : Computer Software Programs for Accounting and Preparation of Financial Statements.