

CLASS:	11	SUBJECT:	ACCOUNTANCY
BOOK:	DOUBLE ENTRY BOOK KEEPING T.S. GREWAL (SULTAN CHAND PUBLICATIONS)		

FIRST TERM			
Month	T o p i c	Chapters	Periods
April	Introduction to Accounting	1	2
	Basic Accounting Terms	2	3
	Generally Accepted Accounting Principles and Concepts	3	4
	Bases of Accounting and Accounting Equation	5-6	2
May	Journal & Accounting Equation	7	5
	Ledger	8	4
	Trial Balance	13	5
June	Cash Book	9	6
	Bank Reconciliation Statement	14	6
July	Bills of Exchange	17	7
	Final Accounts-With Adjustments	20	10
	Accounting of Goods and Service tax	12	1
Aug	Provisions and Reserves	16	2
	Petty Cash Book	10	4
	Revision		10
Sep	First term examination		-
Project	Preparation of a Bank Reconciliation Statement.		
Revision Days			
No. of classes			74

UNIT TEST - 1st Term		
Month	T o p i c	Chapters
Aug	Basic Accounting Terms	2
	Journal & Accounting equation	7
	Cash Book	9
	Trial Balance	13

EXAMINATION - 1st Term		
Month	T o p i c	Chapters
Sep	Introduction to Accounting	1
	Basic Accounting Terms	2
	Generally Accepted Accounting Principles and Concepts	3
	Bases of Accounting and Accounting Equation	5-6
	Journal	7
	Ledger	8
	Trial Balance	13
	Cash Book	9
	Bank Reconciliation Statement	14
	Bills of Exchange	17
	Final Accounts-With Adjustments	20
	Provisions and Reserves	16
	Sub division of Journal	11

ACTIVITIES	
Group Activity	A team will maintain a fund and prepare a petty cash book for a week following the analytical method of preparation.

SECOND TERM			
Month	T o p i c	Chapters	Periods
Oct	Capital and Revenue Expenditure Depreciation	18 15	3 10
Nov	Petty Cash Book Rectification of Errors	12 21	5 13
Dec	Non – Trading Organisation International Financial Reporting (IFRS)	22 4	12 2
Jan	Issue of Shares (Class XII, Company Accounting Part-A)		10
Feb	Revision-All topics of Class XI as per ISC Scope of Syllabus.		20
Project	Preparation of Accounts of NTO based on information provided.		
No. of classes			82

UNIT TEST – 2nd Term		
Month	T o p i c	Chapters
Jan	Sub division of Journal Depreciation Rectification of Errors	11 15 20

EXAMINATION – 2nd Term
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ACTIVITIES	
GROUP ACTIVITY	Teams will formed. Each team will prepare a caase study based question paper on the topics allotted, to be solved by another team.