

# New Green Field Public Academy

## Syllabus Division (2019-2020)

### Class- 11<sup>th</sup>

#### Subject- Accounts

| Month                              | Chapter  | Name of Chapter  |
|------------------------------------|--|--|
| June                               | Ch - 1<br>Ch -2<br>Ch -3                         | ➤ Introduction to Accounting<br>➤ Base of Accounting Terms<br>➤ Theory Base of Accounting                        |
| July                               | Ch -4<br>Ch -5<br>Ch -6                          | ➤ Bases of accounting<br>➤ Accounting procedures – Equation<br>➤ Accounting procedures – Rules of Debit & Credit |
| August                             | Ch -7<br>Ch -8<br>Ch -9                          | ➤ Origin of Transactions<br>➤ Journal & Ledger<br>➤ Special purpose I & II                                       |
| September                          | Ch -10<br>Ch -12<br>Ch - 17                      | ➤ Other Books<br>➤ Trial Balance<br>➤ Financial statement of sole proprietorship                                 |
| <b>Revision + Quarterly Exam</b>   |  |  |
| October                            | Ch - 13<br>Ch - 18<br>Ch - 19                    | ➤ Depreciation<br>➤ Adjustment in preparation of financial statement<br>➤ Accounts from incomplete records       |
| November                           | Ch -11<br>Ch - 16                                | ➤ Bank Reconciliation Statement<br>➤ Rectification of Errors   |
| December                           | Ch -14<br>Ch - 15                                | ➤ Provision and Reserves<br>➤ Accounting for bill of exchange  |
| <b>Revision + Half Yearly Exam</b> |  |  |
| January                            |  | ➤ Project Work   |
| February                           | <b>Revision + Practical + Annual Examination</b> |  |

**Book Name:-** Double Entry, Book keeping (Poonam Gandhi)

**Reference Name:-** N.C.R.T. and T.S. Grewal's