

	P.R.Government College (Autonomous) Kakinada	Program & Semester I BBA - I SEM			
Course Code	Accounting For Managers				
Teaching	Hours Allocated: 72 (Theory)	L	T	P	C
Pre-requisites:		4	0	-	4

Course Outcomes:

- Identify transactions and events that need to be recorded in the books of accounts.
- Equip with the knowledge of accounting process and preparation of final accounts of sole trader.
- Develop the skill of recording financial transactions and preparation of reports in accordance with GAAP.
- Analyze the difference between cash book and pass book in terms of balance and make reconciliation.
- Critically examine the balance sheets of a sole trader for different accounting periods.
- Design new accounting formulas & principles for business organizations.

Course Outcomes:

On Completion of the course, the students will be able to-		Cognitive Domain
CO1	Identify transactions and events that need to be recorded in the books of accounts.	Understanding
CO2	Equip with the knowledge of accounting process and preparation of final accounts of sole trader.	Application
CO3	Develop the skill of recording financial transactions and preparation of reports in accordance with GAAP.	Analyzing
CO4	Analyze the difference between cash book and pass book in terms of balance and make reconciliation.	Application
CO5	Critically examine the balance sheets of a sole trader for different accounting periods. Design new accounting formulas & principles for business organizations.	Application

Course with focus on employability / entrepreneurship / Skill Development
modules

Skill Development		Employability		Entrepreneurship	
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UNIT I	1.Need for Accounting-Definition-Objectives-Book keeping and Accounting-Accounting concepts and Conventions-Accounting Cycle-Classification of Accounts and its rules. 2.Double Entry book-keeping - Journalization -Posting to edges; Balancing of ledger accounts (Problems)Difference between Manual accounts and computerized accounts.
UNIT II	3. Introduction to Talley. 3.Types of Subsidiary Books – Cash Book, Three-column Cash Book- 4.Petty Cash Book (including Problems).
UNIT III	5.Preparation of Trial balance – Errors – Meaning – Types of Errors – Rectification of Errors – 6. Suspense Account (including Problems)
<u>UNIT – IV</u>	7.Need for Bank Reconciliation – Reasons for Difference between Cash Book and Pass Book Balances- 8.Preparation of Bank Reconciliation Statement – Problems on both Favourable and Unfavorable Balance (including Problems).
<u>UNIT – V</u>	9.Preparation of Final Accounts: Trading account – Profit and Loss account – Balance Sheet – 10.Final Accounts with Adjustments (including Problems).