

**AKAL ACADEMY**



The Real Education

**SYLLABUS BOOKLET**

**Grade : XI**

**2019 - 2020**

## Unit I (Pre Mid-Term)

Duration	Content	Subject Enrichment Activity
15/04/2019 To 31/5/2019	<b><u>Month-1</u></b> Horn Bill : The Portrait of a Lady : A Photograph (Poem) : We aren't Afraid to die.... Grammar : Tenses Snapshots : The Summer of the Beautiful Horse Writing Skill : Letter to The Editor, Speech writing, Poster Making	
	<b><u>Month-2</u></b> Horn Bill : Discovering Tut : The Saga Continues : The Laburnam Top Snapshots : The Address Writing Skill : Article Writing, Notice, Letter of Suggestion Grammar : Clauses and Verb Forms.	

## Unit II (Mid-Term)

Duration	Content	Subject Enrichment Activity
01/07/2019 To 03/09/2019	<b><u>Month-1</u></b> Horn Bill : Landscape of the soul : The Voice of the Rain (Poem) Grammar : Modals & Prepositions Snapshots : Ranga's Marriage Writing Skill : Letter registering complaint, Letter of inquiry.	
	<b><u>Month-2</u></b> Horn Bill : The Ailing Planet ... Snapshots : Albert Einstein At School Writing Skill : Letter to the Editor giving Suggestions and opinions, Advertisements. Grammar : Revision of all the above topics.	

## Mid- Term Exam (04/09/2019 – 14/09/2019 )

## Unit III (Post Mid-Term)

Duration	Content	Subject Enrichment Activity
21/09/2019 to 10/12/2019	<b><u>Month-1</u></b> Horn Bill : The Browning Version : Silk Road Snapshots : Mother's Day Writing Skill : Report writing, Letter for placing order, Sending replies, Letter asking for the information. Grammar : Connectors and Determiners.	

	<b><u>Month-2</u></b> Horn Bill : The Adventure : Childhood (Poem) Snapshots : The Ghat of the only world Writing Skill : Application for Job Resume, Bio data, Report Writing or a narrative. Grammar : Editing and Omission.	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	<b><u>Month-1</u></b> Horn Bill : Father to Son (Poem) Snapshots : Birth, The Tale of Melon City Grammar : Voice, narration, Rearranging sentences. Writing Skill : Revision of all writing activities	
<b>15/2/2020 - 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Biology**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	1. The Living World 2. Biological classification 3. Plant Kingdom 4. Animal Kingdom 5. Morphology of flowering plants 6. Anatomy of flowering plants	1) To study Mitosis in onion Root 2) Study the specimens of spirogyra, rhizopus, Yeast, liverwort, pinu. 3) To study animal specimen – Amoeba, hydra, liver flukeRohu Frog, Pigeon.
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	7. Structural organisation in animals 8. Cell : The unit of life 9. Biomolecules 10. Cell cycle and cell division 11. Transport in plants 12. Mineral Nutrition	4) To study plant tissues from permanent slides. 5) To study imbibitions in seeds / raisins. 6) To study T.S. of Monocot and dicot root and stem.

		7) To study and describe the given plant (a) Lathyrus (b) Petunia 8) To study osmosis by potato osmometer 9) To show plasmolysis and deplasmolysis
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	13. Photosynthesis in higher plants 14. Respiration in plants 15. Plant Growth and development 16. Digestion and absorption 17. Breathing and exchange of gases	8) Test for carbohydrates, proteins and fats in given food item. 9) To separate and study plant pigments by paper chromatography.
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	18. Body fluids and circulation. 19. Excretory products and their elimination 20. Locomotion and movement 21. Neural control and co-ordination 22. Chemical co-ordination and integration.	
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Maths**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	Sets Relations and Functions	
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>

<b>01/07/2019 To 03/09/2019</b>	Principal of Mathematical Induction Trigonometric Functions Linear Inequalities Complex numbers and Quadratic Equations Permutations and Combinations	
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	Binomial Theorem Sequences and series Straight Lines Conic Section Introduction to three dimensional Geometry Limits and Derivatives	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 01/03/2020</b>	Probability Statistics Mathematical Reasoning	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Physics**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	Chapter 1 : Physical World Chapter 2 : Units and Measurements Chapter 3 : Motion in a straight line Chapter 4 : Motion in a plane	
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	Chapter 5 : Laws of Motion Chapter 6 : Work, Energy and Power Chapter 7 : System of Particles and Rotational Motion Chapter 8 : Gravitation	
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	Chapter 9 : Mechanical properties of Solids Chapter 10 : Mechanical Properties of fluids Chapter 11 : Thermal Properties and Rotational Motion Chapter 12 : Thermodynamics Chapter 13 : Kinetic Theory	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	Chapter 14 : Oscillations and waves	
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Chemistry**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	1. Basic concepts of chemistry 2. Structure of atom 3. Classification and periodicity of elements 4. Chemical bonding	- Topic wise test - Chapter wise test - Assignments - Practical test - Lab Activity
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	5. States of matter 6. Thermodynamics 7. Equilibrium	- Topic wise test - Chapter wise test - Assignments - Practical test Lab Activity
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	8. Redox Reactions 9. Hydrogen 10. s – block elements 11. p – block elements	- Topic wise test - Chapter wise test - Assignments - Practical test Lab Activity
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	12. Organic chemistry – some basic principles and techniques 13. Hydrocarbons 14. Environmental chemistry	- Topic wise test - Chapter wise test - Assignments - Practical test - Lab Activity
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

## Unit I (Pre Mid-Term)

Duration	Content	Subject Enrichment Activity
15/04/2019 To 31/5/2019	<b>Theory</b> 1. Naad, Shruti, Saptak 2. Brief history of Khayal 3. Brief history of the margi – desi sangeet and swarnalika 4. knowledge of the structure of Tanpura.	<b>Practical</b> • Raga : Bharvi 1. Drut Khayal 2. Swarnalika • Taals with Thah, Dugun, Chougun 1. Teen tal 2. Kehrva • One folksong - Ability to recognize the prescribed raga from the phrases of swaras.

## Unit II (Mid-Term)

Duration	Content	Subject Enrichment Activity
01/07/2019 To 03/09/2019	<b>Theory</b> 1. Laya, Swar, Jati 2. Life sketch of V.N. Bhatkhande 3. Brief study of musical elements in Briah deshi Granth	<b>Practical</b> • Raga Jonpuri 1. Drut Khayal 2. Swarnamalika • Taal with Thah, Dugun, Chaugun 1. chartal • One Tribal song • Ability to recognize the prescribed raga from the phrases of swaras.

Mid- Term Exam (04/09/2019 – 14/09/2019 )

## Unit III (Post Mid-Term)

Duration	Content	Subject Enrichment Activity
21/09/2019 to 10/12/2019 .	<b>Theory</b> 1. Thaat, taal, thah, dugun, chougan 2. Brief history of Dhrupad and Tarana 3. Brief study of Nibadh anibadh gan and lakshangeet 4. Life sketch of Vishnu Digamber paluskar	<b>Practical</b> • Raga Bihag 1. drut khayal 2. Vilambit khayal • Taal with Thah, Dugun and Chaugan 1. Ektal • Ability to recognize the prescribed Raga from the phrases of swaras • One devotional song

Post Mid- Term Exam(11/12/2019 -20/12/2019 )

Duration	Content	Subject Enrichment Activity
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<b>21/12/2019 to 15/02/2020</b>	Theory 1. Brief study of the various Gharanas 2. Brief study of musical elements in Natya Shashtra Granth. 3. Revision of whole syllabus from unit 1, 2 and 3	Practical • Raga Bhimplasi - Drut khayal - Dhrupad • Taals with Thah, Dugun and chaugun - Shool taal • Ability to recognize the prescribed raga from the prases of swaras
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Business Studies**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	Nature and purpose of business. -Forms of business organization.	<b>Assignment</b> -Case studies - Topic wise test
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	-Public, private and global enterprise. -Business Services. -Emerging modes of business. -Social Responsibilities	<b>Assignment</b> -based to Case studies - Class test
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	-Small Business -Source of business finance -Internal Trade. -Preparation of project work.	-Preparation of notes. -Assignment -Case Studies -Class Assessment
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	-International Trade	-Assignment -Case Studies -Topic wise test

<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>
<b>Final Exam</b>	

**CLASS:XI**

**SUBJECT: Political Science**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	<b>The Indian Constitution at work</b> 1. Constitution: Why and how? 2. Rights in the Indian Constitution. 3. Election and Representation.	Reflection on the topics done in the class.

**Unit II (Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	4. Executive 5. Legislature 6. Judiciary 7. Federalism 8. Local governments	Role play: Topic : Local Government

**Mid- Term Exam (04/09/2019 – 14/09/2019 )**

**Unit III (Post Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	<b>Political Theory</b> 1. Political theory an introduction. 2. Freedom 3. Equality 4. Social rights 5. Rights 6. citizenship	Group Discussion on topic:-Equality.

**Post Mid- Term Exam(11/12/2019 -20/12/2019 )**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	7. Nationalism 8. Secularism 9. Peace 10. Development	Reflection on the topics done in the class.

<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>
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**Final Exam**

**Name of the books : Introductory Micro Economics & Statistics for economics  
Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	<b>Micro</b> Ch. 1 : Economics and Economy Ch. 2 : Central Problems of an Economy Ch. 3 : Consumer's Equilibrium – Utility Analysis <b>Statistics</b> Ch. 1 : Concept of Economics & Significance of Statistics in Economics Ch. 2 : Collection of data Ch. 3 : Census and Sample Methods of Collection of Data	
<b>Unit II (Mid-Term)</b>		
<b>01/07/2019 To 03/09/2019</b>	<b>Micro</b> Ch. 4 : Consumer's Equilibrium – Indifference Curve Analysis Ch. 5 : Theory of Demand Ch. 6 : Price Elasticity of Demand <b>Statistics</b> Ch. 4 : Organization of data Ch. 5 : Presentation of Data – Textual and Tabular representation Ch. 6 : Diagrammatic presentation of Data Ch. 7 : Frequency Diagrams (Histogram, Polygon, Ogive)	
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>21/09/2019 to 10/12/2019</b>	<b>Micro</b> Ch. 7 : Production Function Ch. 8 : Concept of Cost Ch. 9 : Concept of Revenue Ch. 11 : Theory of Supply <b>Statistics</b> Ch. 8 : Arithmetic Line Graph Ch. 9 : Measure of Central Tendency – Mean Ch 10 : Measure of Central Tendency – Median & Mode	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>21/12/2019 to 15/02/2020</b>	<b>Micro</b> Ch. 10: Producer's Equilibrium Ch. 12: Forms of Market Ch. 13: Market Equilibrium Under perfect competition. <b>Statistics</b> Ch. 11 : Measures of dispersion Ch. 12 : Correlation Ch. 13 : Index Numbers Project Work	

<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam</b>		

**CLASS:XI**

**SUBJECT: Psychology**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	1. Introduction to psychology	- Group discussion - Class Test - Discussion on Human psychological behaviour and experiences.
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	2. Methods of enquiry in psychology 3. The basis of human behaviour 4. Human development	- Quiz competition - Presentation by students on concerned topics.
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	5. Sensory, attentional and perceptual processes 6. Learning 7. Human memory	- Video clips and day to day life experiences discussion
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	8. Thinking 9. Motivation and emotion Project	- Individual, Group assignments, Role play, Modeling and exploration, Discussion on biography of highly influential personalities
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam (24/02/2020 - 04/03/2020)</b>		

**CLASS:XI**

**SUBJECT: SOCIOLOGY**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
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<b>15/04/2019 To 31/5/2019</b>	<b>Introducing Sociology</b> 1. Sociology and society 2. Terms, concepts and their use in sociology 3. Understanding social institutions	
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	<b>Introducing Sociology</b> 4. Sociology and society 5. Terms, concepts and their use in sociology 6. Understanding social institutions	
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	<b>Understanding Society</b> 1. Social structure, stratification and social processes in society 2. Social change and social order in rural and urban society 3. Environment and society	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	4. Introducing Western Sociologists 5. Indian Sociologists	
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam (24/02/2020 - 04/03/2020)</b>		

**CLASS:XI**

**SUBJECT: HISTORY**

**Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	<b>Section I : Early Societies</b> Ch. 1. : From the beginning of time Ch 2 : Writing and City life <b>Section II : Empires</b> Ch. 3 : An Empire across three continents	Map work Project work
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	Ch 4 : Central Islamic lands Ch 5 : Nomadic Empires <b>Section III : Changing Traditions</b> Ch 6. : Three Orders	Map work Project work

<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	Ch 7 : Changing Cultural Traditions Ch 8 : Confrontation of cultures <b>Section IV : Towards Modernization</b> Ch 9 : The Industrial Revolution	Map work Project work
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	Ch 10 : Displacing Indigenous People Ch 11 : Paths to Modernization	Map work Project work
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam (24/02/2020 - 04/03/2020)</b>		

### **Weightage to content**

Section I : Early Societies	19 marks
Section II : Empires	19 marks
Section III : Changing Traditions	19 marks
Section IV : Paths to Modernization	19 marks
Map Work (Chapters 1 to 11)	4 marks
Project work	20 marks
<b>Total</b>	<b>100 marks</b>

**CLASS:XI**

**SUBJECT: Painting**

### **Unit I (Pre Mid-Term)**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/04/2019 To 31/5/2019</b>	1. Pre-historic Rock Paintings. 2. Art of Indus Valley civilization Discussion and study and appreciation of following seal. Practical:- 1. object study with Pencil and water Color 2. Animal study with pastel and water color	
<b>Unit II (Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>01/07/2019 To 03/09/2019</b>	3. General Introduction of Art during Buddhist, Jain and Hindu Art 4. Introduction to Ajanta location Practical:-1. Experimental work with Postal and water color.	

	2. Composition of Indoor games and indoor scene. 3. Human figure drawing and coloring (specially portrait)	
<b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b>		
<b>Unit III (Post Mid-Term)</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/09/2019 to 10/12/2019</b>	5. Indian Temple Sculptures 6. Indian Bronzes 7. Indo-Islamic Architecture <b>Practical:-</b> 1. Composition of daily life using water color 2. composition of Marker Scene 3. Outdoor study, Architectural drawing.	
<b>Post Mid- Term Exam(11/12/2019 -20/12/2019 )</b>		
<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>15/2/2020 – 22/02/2020</b>	<b>Revision</b>	
<b>Final Exam (24/02/2020 - 04/03/2020)</b>		

**CLASS:XI**

**SUBJECT: Accountancy**

**Unit I (Pre Mid-Term)**

Duration	Content	Subject Enrichment Activity
<b>15/04/2019 To 31/5/2019</b>	<p><b>Introduction to Accounting</b></p> <p>1. Accounting concept, objectives, advantages and limitations, types of accounting, information, users of accounting information and their needs. Qualitative Characteristics of accounting information. Role of Accounting in Business.</p> <p>2. Basic Accounting Terms:- Business Transaction, Capital, Drawings. Liabilities (Non Current and Current). Assets (Non Current, Current); Fixed assets (Tangible and Intangible), Expenditure (capital and Revenue), Expense, income, profit, Gain, Loss, Purchase, Sales, Goods, Stock, Debtor, Creditor, Voucher, Discount (Trade discount and Cash Discount)</p> <p><b>Theory Base of Accounting</b></p> <p>1. Fundamental accounting assumptions: SAAP: Concept.</p> <p>2. Business Entity, Money Measurement, Going Concern, Accounting Period, Cost Concept, Dual Aspect, Revenue Recognition, Matching, Full Disclosure, Consistency, Conservatism, Materiality and Objectivity.</p> <p>3. System of Accounting, Basic of Accounting cash basis and accrual basis.</p> <p>4. Accounting Standards: Need, Benefits, limitations, applicability; IFRS need.</p>	
<b>Unit II (Mid-Term)</b>		
Duration	Content	Subject Enrichment Activity

<p><b>01/07/2019</b> <b>To</b> <b>03/09/2019</b></p>	<p><b>Recording of Business Transactions</b></p> <p>1. Voucher and transactions: Source documents and Vouchers, Preparation of Vouchers, Accounting Equation Approach: Meaning and Analysis, Rules of Debit and Credit.</p> <p>2. Recording of Transactions: Books of Original Entry-</p> <ul style="list-style-type: none"> <li>• Journal</li> <li>• Special Purpose books:</li> <li>• Cash Book: Simple, cash book with bank column and petty cashbook</li> <li>• Purchase book</li> <li>• Sales book</li> <li>• Purchase return book</li> <li>• Sales return book</li> </ul> <p><b>Note: Including Simple GST calculations</b></p> <p>1. Ledger Format, Posting from journal and subsidiary books, balancing of accounts. Bank Reconciliation Statement:</p> <p>2. Need and preparation, Bank Reconciliation Statement with Adjusted Cash book.</p>	
	<p><b>Mid- Term Exam (04/09/2019 – 14/09/2019 )</b></p>	
	<p><b>Unit III (Post Mid-Term)</b></p>	
<p><b>Duration</b></p>	<p><b>Content</b></p>	<p><b>Subject Enrichment Activity</b></p>
<p><b>21/09/2019</b> <b>to</b> <b>10/12/2019</b></p>	<p><b>Depreciation, Provisions and Reserves.</b></p> <p>1. Depreciation: Concept, Features, Causes, Factors.</p> <p>2. Other similar terms: Depletion and Amortization</p> <p>3. Method of Depreciation:</p> <ul style="list-style-type: none"> <li>• Straight Line Method (SLM)</li> <li>• Written Down Value Method (WDV)</li> </ul> <p><b>Note: Excluding change of method</b></p> <ul style="list-style-type: none"> <li>• Difference between SLM and WDV; Advantages of SLM and WDV</li> <li>• Accounting treatment of depreciation <ul style="list-style-type: none"> <li>i. Charging to asset account</li> <li>ii. Creating provision for depreciation/accumulated depreciation account.</li> <li>iii. Treatment for disposal of asset</li> </ul> </li> <li>• Provision and Reserves: Difference</li> <li>• Types of Reserves: <ul style="list-style-type: none"> <li>i. Revenue reserve</li> <li>ii. Capital reserve</li> <li>iii. General reserve</li> <li>iv. Specific reserve</li> <li>v. Secret reserve</li> </ul> </li> <li>• Difference between capital and revenue reserve.</li> </ul> <p><b>Accounting for Bills of Exchange.</b></p> <ul style="list-style-type: none"> <li>• Bill of exchange and Promissory Note: Definition, Specimen, Features, Parties.</li> <li>• Difference between bill of exchange and Promissory note.</li> <li>• Terms in bill of Exchange: <ul style="list-style-type: none"> <li>i. Term of bill</li> <li>ii. Accommodation bill (concept)</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>iii. Days of Grace</li> <li>iv. Date of maturity</li> <li>v. Discounting of bill</li> <li>vi. Endorsement of bill</li> <li>vii. Bill after due date</li> <li>viii. Negotiation</li> <li>ix. Bill sent for collection</li> <li>x. Dishonor of bill</li> <li>xi. Retirement of bill</li> <li>xii. Renewal of bill</li> </ul> <ul style="list-style-type: none"> <li>• Accounting Treatment.</li> </ul> <p><b>Note:- Excluding accounting treatment for accommodation bill.</b></p> <p>Trial Balance and Rectification of Errors</p> <ul style="list-style-type: none"> <li>• Trail balance: objectives and preparation (Scope: Trail Balance with balance method only)</li> <li>• Errors: types –errors of omission, commission, principles and compensating; their effect on Trail Balance.</li> </ul> <p>Detection and rectification of errors; preparation of suspense account</p>
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**Post Mid- Term Exam(11/12/2019 -20/12/2019 )**

<b>Duration</b>	<b>Content</b>	<b>Subject Enrichment Activity</b>
<b>21/12/2019 to 15/02/2020</b>	<p><b>Financial Accounting-II</b></p> <p><b>Financial Statements</b></p> <p>Receipts and Expenditure: Revenue receipts and capital receipts. Capital expenditure, Revenue expenditure and deferred expenditure. Objective and Importance.</p> <p>Trading and Profit and Loss Account: Gross Profit, Operating profit and net profit. Preparation.</p> <p>Balance Sheet: need, grouping and marshalling of assets and liabilities. Preparation.</p> <p>Adjustment in preparation of financial statements with respect to closing stock, outstanding expenses, prepaid expenses, accrued income, income received in advance, depreciation, bad debts, provision for doubtful debts, provision to discount on debtors, Abnormal loss, Goods taken for personal use/staff welfare,, interest on capital and managers commission.</p> <p>Preparation of Trading and Profit and loss account and Balance Sheet of a sole proprietorship with adjustments.</p> <p><b>Incomplete records</b></p> <p>Features, Reasons and Limitations</p> <p>Ascertainment of profit/Loss by statement of affairs method.</p> <p>Difference between Accounts from incomplete records and statement of Affairs, Preparation of Trading, Profit and Loss account and Balance Sheet.</p> <p><b>Computers in Accounting</b></p> <ul style="list-style-type: none"> <li>• Introduction to computer and accounting information system (AIS): introduction to computers (elements, capabilities, limitations of computer system)</li> <li>• Introduction to operating software, utility software and application software. Introduction to accounting information system (AIS) as a part of Management Information System.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Automation of accounting process: meaning</li> <li>• Stages in automation: (a) Accounting process in a computerized environment; comparison between manual accounting process and computerized accounting process. (b) Sourcing of accounting software; kinds of software: readymade software; customized software and tailor-made software; generic considerations before sourcing accounting software (c) creation of account groups and hierarchy (d) generation of reports – trail balance, profit and loss account and balance sheet.</li> </ul> <p><b>Scope</b></p> <ol style="list-style-type: none"> <li>i. The scope of the unit is to understand accounting as an information system for the generation of accounting information and preparation of accounting reports.</li> <li>ii. It is presumed that the working knowledge of any appropriate accounting software will be given to the students to help them learn basic accounting operations on computers.</li> </ol>
<p><b>15/2/2020 – 22/02/2020</b></p>	<p><b>Revision</b></p>
<p align="center"><b>Final Exam (24/02/2020 - 04/03/2020)</b></p>	