



Maharashtra State Board of Secondary & Higher Secondary School, Pune

Department of Commerce

Subject: Book Keeping & Accountancy (50)

Std: Twelve

Faculty: Commerce

*** Syllabus ***

Theory Index

Sr. No.	Unit/Topic	Weightage
1	Introduction to Partnership	24
2	Accounts of Not For Profit Concerns	24
3	Reconstitution of Partnership (Admission of Partner)	10
4	Reconstitution of Partnership (Retirement of partner)	10
5	Reconstitution of Partnership (Death of a Partner)	08
6	Dissolution of Partnership Firm	10
7	Bills of Exchange	10
8	Company Accounts - Issue of shares	08
9	Analysis of Financial Statements	08
10	Computer in Accounting	08

Syllabus

Sr. No.	Name of the Topic	Scope of Syllabus
1	Introduction to Partnership	<p>Students are able to</p> <ul style="list-style-type: none"> • understand the meaning of Partnership. • know the important features of Partnership • understand the meaning of The Indian Partnership Act, 1932. • understand the importance of Partnership Deed. • understand the provisions applicable in absence of Partnership Deed • know how to maintain Capital Accounts of Partners • understand the meaning of Partnership Final Account • know the need and importance of Final Accounts • know the effects of adjustments in Final Accounts • know the meaning of Trading Account, Profit and Loss Account and Balancesheet • know how to find out financial results of the business <p>Students are able to</p>

2	Accounts of Not For Profit Concerns	<ul style="list-style-type: none"> • understand the meaning and features of Not for Profit Concerns • know the meaning of Receipts and Payments Account • understand the meaning of Income and Expenditure Account and its difference from Profit and Loss Account • understand the difference between Profit and Not for profit Organisations • learn to acquire the skills for preparing Income and Expenditure • Account and Balancesheet of Not for profit concern <p>Students are able to</p>
3	Reconstitution of Partnership (Admission of Partner)	<ul style="list-style-type: none"> • understand the meaning and different ways of reconstitution • to understand the meaning and need of admission of partner • to learn the adjustments required on admission of a Partner • to calculate the new profit sharing ratio and sacrifice ratio • to know the methods of valuation of goodwill and treatment of goodwill • to learn the accounting treatment of accumulated profits/ losses • to make necessary adjustment for revaluation of assets and liabilities • to learn to adjust the capitals according to new profit sharing ratio <p>Students are able to</p>
4	Reconstitution of Partnership (Retirement of partner)	<ul style="list-style-type: none"> • understand the meaning of retirement of partners in partnership business • learn to calculate various ratios connected to retirement of partnership • understand the treatment of goodwill • know the effect of reserves, accumulated profit/ loss • learn the effect of revaluation of assets and liabilities • understand the adjustments to be made for remaining partners capital

5	Reconstitution of Partnership (Death of a Partner)	<ul style="list-style-type: none"> • to know the various modes of final payment to be made to retiring Partners Students are able to • learn how to calculate various ratios • know how to calculate share of profit up to the date of death of a partner • learn how to calculate share of goodwill of deceased partner • know how to calculate amount due to deceased partner's executor • understand how to settle the account of an executor Students are able to
6	Dissolution of Partnership Firm	<ul style="list-style-type: none"> • understand the meaning and reasons of dissolution of partnership firm • know the effects of dissolution of partnership firm • learn various accounting treatment for settlement of accounts • learn accounting procedure under simple dissolution and insolvency of partner Students are able to
7	Bills of Exchange	<ul style="list-style-type: none"> • know the meaning of bill of exchange • understand the different concepts used in bills of exchange • Prepare a draft of bill of exchange and know the various types of bills of exchange • understand retaining, sending bill for collection, discounting, endorsing, honour, renewal and retiring of the bill • learn various accounting treatment of bills of exchange • Students are able to
8	Company Accounts - Issue of shares	<ul style="list-style-type: none"> • learn the types of shares and share capital • understand the concept of public subscription and private placement • know the concept of under and over valuation of shares and accounting of shares issued at par, at premium and at discount • know the different accounting treatment for under and over subscription of shares as well as calls in arrears and calls in advance Students are able to

9	Analysis of Financial Statements	<ul style="list-style-type: none"> • understand the meaning, objectives and limitations of financial statement analysis • learn various tools for financial statements analysis • understand objectives and classification of Accounting ratios and Ratio Analysis <p>Students are able to</p>
10	Computer in Accounting	<ul style="list-style-type: none"> • understand the computerized Accounting and its components • understand features, importance and limitations of computerised accounting system • learn application of computerised accounting statements • learn various accounting packages