Gyanmanjari Innovative University

Syllabus
Gyanmanjari Institute of Commerce
Semester-1(B.Com)

Subject: Accounting - BCO2FA11302

Type of course: Major (Core)

Prerequisite:

Students must have basic knowledge of accounting principles, financial transactions, spreadsheet operations, and fundamental computer skills.

Rationale:

This course equips students with practical accounting competencies in inventory valuation, final accounts, bank reconciliation, depreciation, amortization, and company accounts using digital tools, Excel-based calculations, charts, presentations, and financial analysis techniques required in modern business and corporate environments.

Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks		Total Marks
CI	T	P	C	SEE	CCE	
4	0	0	4	100	100	200

Legends: CI-Class Room Instructions; T – Tutorial; P - Practical; C – Credit; SEE - Semester End Evaluation; LWA - Lab Work Assessment; V – Viva voce; CCE-Continuous and Comprehensive Evaluation; ALA- Active Learning Activities.

Course Content:

Sr. No	Course Content	Hrs.	% Weightage
1	**Inventories** **Theory Topics** • Inventory Valuation Techniques • Types of Inventory • Basics of Inventory Valuation	04 T 08 P	20

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- Methods of Determining Cost of Inventory

Practical 1: FIFO Method

Students prepare an Excel stock ledger using the FIFO (First-In, First-Out) method based on data provided by the faculty. Purchases are recorded with quantity and rate, and issues are deducted from the oldest stock first following FIFO logic. Formulas are applied to calculate values and update the balance after each transaction. This helps students understand accurate inventory tracking and stock valuation in Excel.

Practical 2: LIFO Method

Students simulate the LIFO (Last-In, First-Out) method in Excel using data provided by the faculty. Purchases are recorded with quantity and rate, and issues are made from the most recent stock first as per LIFO logic. Automated formulas are used to calculate issue values and continuously update the closing inventory after each transaction. This helps students understand inventory valuation and practical application of LIFO in Excel.

Practical 3: Weighted Average Method

Students calculate inventory using the Weighted Average method in Excel based on data provided by the faculty. Purchases are recorded with quantity and rate, and after each purchase, a new average cost is computed using formulas by dividing total cost by total quantity. Issues are then valued using this running average cost. This helps students understand continuous average pricing and accurate inventory valuation in Excel.

Practical 4: Case Study – Inventory Valuation Adjustments

Students solve a real case from inventory taking. Adjust stock for purchases, sales, consignment, and goods on approval using Excel. Prepare final inventory valuation and present logic using flowcharts/diagrams.

Examination Style:

Sr. No	Evaluation Methods	SEE	CCE
1	**ALA 1: Inventory Valuation Dashboard Challenge** Students will convert given inventory data (purchases, sales, stock) into a one-page interactive dashboard using: • At least one inventory valuation method (FIFO / Weighted Average) in Excel • One pivot table showing stock movement • One chart comparing closing stock values under different methods Upload the PDF on the GMIU Web Portal.		10
2	**ALA 2: Inventory Decision-Making Case Dashboard** Students will analyze a given inventory case (stock levels, purchase patterns, and sales trends)		10

		and develop a one-page digital presentation using Excel and PowerPoint. The task must include application of one inventory valuation method (FIFO/LIFO/Weighted Average). Upload the PDF on the GMIU Web Portal.				
	3	**Inventory Problem Solving** The faculty will provide numerical problems on Cost and NPV (Net Present Value) methods. Students must solve them accurately using spreadsheet tools by calculating present values of cash flows, total cost, and NPV using appropriate Excel formulas, and present their workings and final decision in a professionally formatted digital submission.	10			
	4	**WSQ (Watch Summarize question):** Students will be asked logical questions from above topics and they need to describe with real examples.	10			
		Total	**20**	**20**		
2	**Bank Reconciliation Statements** **Theory Topics** • Features of Bank Reconciliation Statement • Causes of difference in the balance • Importance of BRS • Items frequently caused the difference **Practical 1: Basic BRS Preparation** Students will prepare a Bank Reconciliation Statement using given data (cash book balance, cheques issued, deposits not cleared, bank charges, interest).Use Excel to calculate adjusted balances and present final reconciliation. **Practical 2: Complex Case-Based BRS** Students will solve a full case including: • Direct deposits • Wrong bank entries • Un presented cheques. They will present final reconciliation in Excel with proper classification. **Practical 3: Digital Bank Audit Simulation** Students will act as auditors and analyze a dataset of cash book vs pass book entries. They will classify discrepancies (timing vs errors) and generate a reconciliation summary dashboard. **Examination Style:**					05 T 07 P	20

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<tr><th>Sr. No</th><th>Evaluation Methods</th><th>SEE</th><th>CCE</th></tr>
<tr><td>1</td><td>ALA 3: Banking Case Study On BRS
Students will study a real or simulated bank statement and cash book. They will prepare BRS and present key issues, causes, and solutions in PPT format. Upload the final file (PPT) on the GMIU Web Portal.
Upload the PDF on the GMIU Web Portal.</td><td></td><td>10</td></tr>
<tr><td>2</td><td>ALA 4: Bank Statement Analysis Report
Students will analyze a real or simulated bank statement and Cash Book to identify all items causing differences. They must prepare a detailed BRS, classify all reconciling items, and submit a structured digital report with proper accounting treatment and financial accuracy.</td><td></td><td>10</td></tr>
<tr><td>3</td><td>BRS Calculation Accuracy
Cash Book to Pass Book reconciliation means matching the balances by adjusting items like uncleared cheques, bank charges, direct deposits, and interest. Students record these differences in Excel to arrive at the correct balance.</td><td>10</td><td></td></tr>
<tr><td>4</td><td>Quiz
Students need to attempt the quiz assigned by the faculty covering BRS concepts, adjustments, error identification, timing differences, bank reconciliation statements, treatment of cheques issued and deposited, bank charges, direct deposits, interest entries, and preparation of adjusted cash book.</td><td>10</td><td></td></tr>
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<tr><td></td><td>Total</td><td>20</td><td>20</td></tr>
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<td>3</td>
<td>Depreciation & Amortization
Theory Topics
• Straight line method & Written Down Value Method
• Amortization Concept
• Factors affecting Depreciation
• Objectives of providing Depreciation
Practical 1: Straight Line Method Calculation
Students will calculate depreciation using the straight line method for a fixed asset with given cost, useful life and residual value. They will also</td>
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GYANMANJARI INNOVATIVE UNIVERSITY BHAVNAGAR determine the book value after a few years and verify the consistency of equal depreciation charge each year as explained in the basic concept of SLM from Excel.

Practical 2: Written Down Value Method Application

Students will prepare a depreciation schedule using the diminishing balance method for multiple years. They will compute depreciation each year on the reduced balance and analyses how the depreciation amount decreases over time in Excel.

Practical 3 – Comparative Depreciation Analysis – SLM vs WDV

Students will apply both SLM and WDV methods to the same asset data and prepare a side-by-side comparative analysis using spreadsheet tools. They must calculate depreciation, book values, and total expense under each method, and create a chart comparing asset values over the full useful life.

Practical 3: Amortisation Method Application

Students will prepare an amortisation schedule for intangible assets or loans over multiple years using Excel. They will compute periodic amortisation amounts based on cost, useful life, and interest (if applicable), and analyze how the asset value or loan balance reduces over time in a systematic manner.

Examination Style:

Sr. No	Evaluation Methods	SEE	CCE
1	**ALA 5: Comparative Study of Depreciation Methods** Students will take a single asset and compute depreciation using both straight line and written down value methods. They will compare yearly charges and analyse the impact on profit and asset value to understand practical implications of method selection. Make an excel file and upload it in GMIU Web Portal.		10
2	**ALA 6 : Amortization Concept Visual Map** Students will create a visual concept map explaining amortization and its distinction from depreciation using Canva Smart Diagrams or similar digital tools and upload it in GMIU Web Portal.		10
3	**Depreciation Problem Solving** The faculty will provide numerical problems on SLM and WDV depreciation in the class. Students must prepare complete depreciation schedules, asset accounts, and journal entries using spreadsheet tools with accurate calculations and proper financial presentation.	10	
	Case Study		

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<tr><td>4</td><td>Students need to solve the case study given by faculty involving selection and application of appropriate depreciation methods, impact analysis, and accounting treatment for asset disposal.</td><td>10</td><td></td></tr>
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Preparation of final accounts of sole proprietors
Theory Topics

Financial Statement of Non-Manufacturing Companies
Financial Statement of Manufacturing Companies
Gross Profit/Net Profit-Gross Loss/Net Loss
Trading Account, Profit & Loss Account, Balance sheet

Practical:
Practical 1: Balance Sheet Preparation of Manufacturing Company in Excel
Students prepare a manufacturing company's Balance Sheet in Excel using given data, classifying items into assets, liabilities, and equity. They use formulas to calculate totals and ensure the balance sheet matches correctly.
Practical 2: Balance Sheet Preparation of Non-Manufacturing Company in Excel
Students prepare the Balance Sheet of a non-manufacturing company in Excel using given data, classifying items into assets, liabilities, and equity. They apply formulas to calculate totals and ensure the balance sheet is correctly matched.
Practical 3: Case Study on Final Accounts & Financial Position Analysis
Students analyze a business case of a trading firm and identify how incorrect treatment of stock, expenses, depreciation, or bad debts affects Net Profit and Balance Sheet position. They prepare findings using charts, accounting flow diagrams, and financial analysis dashboards.
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<tr><td>Sr. No</td><td>Evaluation Methods</td><td>SEE</td><td>CCE</td></tr>
<tr><td>1</td><td>ALA 7: Final Accounts Comparative Analysis Activity
Students will compare the final accounts of two companies using data provided by the faculty. They must analyze differences in Trading Account, Profit & Loss Account, and Balance Sheet items, and present key insights such as profitability, expenses, and financial position in Excel. Students should highlight variations</td><td></td><td>10</td></tr>
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		using tables or charts and submit a professionally formatted comparative analysis.				
	2	**Assignment: Real Company Final Accounts Analysis** Students will collect and analyze the published Final Accounts of a real company. They must identify major items in the Trading Account, Profit & Loss Account, and Balance Sheet, compute basic financial ratios, and present a structured analytical report with observations on business performance and financial health.		10		
	3	**Complete Final Accounts Execution** Faculty will provide a comprehensive trial balance of the Company with adjustments. Students must prepare all three components of Final Accounts – Trading Account, Profit & Loss Account, and Balance Sheet – with complete accuracy using spreadsheet tools and proper financial presentation.	20			
		Total	20	20		
5		**Company Accounts** **Theory Topics** • Meaning, features, and types of Companies • Introduction to Shareholders, Debentures, and Corporate Accounting Structure • Types of Share Capital and Company Financial Statements **Practical:** **Practical 1: Issue of Shares Accounting** Students prepare journal entries, ledger accounts, and share allotment statements for issue of shares at par, premium, and discount using Excel worksheets. They also calculate oversubscription, calls in arrears, and calls in advance with automated formulas and account formatting. **Practical 2: Forfeiture & Re-Issue of Shares Sum** Students solve practical sums related to forfeiture and re-issue of shares for non-payment of allotment or call money. They prepare Capital Reserve calculations, journal entries, and account summaries digitally with charts and ledger presentations. **Practical 3: Issue of Debentures & Interest Calculation** Students prepare accounting entries for issue of debentures at par, premium, and discount and calculate interest on debentures with TDS treatment. They create Excel-based debenture schedules and graphical analysis of long-term borrowings.			05 T 07 P	**20**

Practical 4: Bonus Issue, Right Issue & Capital Structure Analysis
Students solve practical sums related to Bonus Issue and Right Issue and prepare revised capital structure statements. They compare shareholder ownership before and after issue using charts, diagrams, and spreadsheet calculations.

Examination Style:

Sr. No	Evaluation Methods	SEE	CCE
1	**Assignment: Expert Talk** Faculty will arrange an expert talk on the topic "Difference Between Accounts and Taxation." Students are required to attend the session and prepare a report based on what they have learned from the expert talk.The report should clearly highlight the key differences, insights, and important points discussed during the session.Students must upload the report in PDF format on the GMIU Web Portal.		10
2	**Assignment :Final Accounts Presentation** Students will collect and analyze the published Final Accounts of a real company. They must identify major items in the Trading Account, Profit & Loss Account, and Balance Sheet, compute basic financial ratios, and present a structured analytical report with observations on business performance and financial health.		10
3	**Accounting Accuracy & Calculations** Accounting accuracy involves correctly recording share issue, forfeiture, and re-issue with proper journal entries, ledger postings, and Capital Reserve treatment, presented clearly using structured Excel workings.	10	
4	**Presentation, Analysis & Explanation** Students present account statements using data provided by the faculty with professional Excel formatting, include charts or diagrams showing share capital movement, and confidently explain the accounting treatment and its financial impact.	10	
	Total	20	20

Suggested Specification table:

Distribution of Marks (Revised Bloom's Taxonomy)						
Level	Remembrance (R)	Understanding (U)	Application (A)	Analyze (N)	Evaluate (E)	Create (C)
Weightage %	10%	10%	30%	20%	10%	20%

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from above table.

Course Outcome:

After learning the course, the students should be able to:	
CO1	Create inventory valuation statements using FIFO, LIFO, and Weighted Average methods through digital spreadsheets.
CO2	Analyze inventory movement, stock costing, and cost of goods sold using charts and Excel dashboards.
CO3	Apply practical accounting treatment for inventory adjustments, stock loss, and valuation methods.
CO4	Understand and prepare final accounts of sole proprietors, including Trading, Profit & Loss Account, and Balance Sheet with proper adjustments.
CO 5	Create and apply accounting treatment for company accounts, including share capital transactions, financial statements, and related calculations.

Instructional Method:

The course delivery method will depend upon the requirement of content and need of students.

A minimum of 20–30% of the course content shall be suggested to deliver through Flipped Learning, where students study digital learning resources before the classroom session. Classroom time shall be utilized for discussion, problem-solving, practical applications, and higher-order learning activities.

Students shall be encouraged to use AI-powered learning platforms, simulation software, virtual laboratories, digital libraries, research databases, online certification courses, NPTEL, SWAYAM, MOOCs, and other technology-enabled learning resources to strengthen conceptual understanding and practical competence.

Continuous assessment shall be conducted through Active Learning Assignments (ALAs), quizzes, skill demonstrations, presentations, practical exercises, projects, case studies, innovation activities, peer assessment, reflective learning, and industry-oriented tasks instead of relying primarily on conventional written assignments.

Reference Books:

[1] *Advanced Accountancy* (2023) by S.P. Jain & K.L. Narang, Kalyani Publishers

[2] *Financial Accounting* (2022) by T.S. Reddy & A. Murthy, Margham Publications

[3] *Corporate Accounting* (2023) by S.N. Maheshwari & S.K. Maheshwari, Vikas Publishing

[4] *Principles and Practice of Accounting* (2023) by P.C. Tulsian & Bharat Tulsian, McGraw Hill Education

[5] *Advanced Corporate Accounting* (2022) by Ashok Sehgal & Deepak Sehgal, Taxmann Publications

SEE 1:

Suggested Guidelines:

SEE	Part	Criteria	Marks	Description
1	A	**Inventory Problem Solving**	10	Correctly applies FIFO, LIFO, or Weighted Average method using Excel. Stock ledger shows step-by-step receipts, issues, and closing balance with proper formulas and formatting.
	B	**WSQ (Watch Summarize Question)**	10	Creates a one-page inventory dashboard using Excel with pivot table, chart comparing closing stock under different methods, and a clear visual presentation of inventory data and decision logic.
2	A	**BRS Calculation Accuracy**	10	Accurately prepares Bank Reconciliation Statement in Excel with correct treatment of unpresented cheques, direct deposits, bank charges, interest, and wrong entries. Final reconciled balance matches correctly.
	B	**Quiz**	10	Analyzes a real or simulated bank statement vs. cash book, identifies and classifies all reconciling items (timing differences vs. errors), and

				presents findings in a structured PPT or digital report with clear explanations.
3	A	**Depreciation Problem Solving**	10	Prepares complete depreciation schedules using both SLM and WDV methods for the same asset. Calculations for yearly depreciation, book values, and total expense are accurate with proper journal entries and spreadsheet presentation.
	B	**Case Study**	10	Produces a side-by-side SLM vs. WDV comparison with chart of asset values over time. Explains impact on profit and asset value, and creates a visual concept map distinguishing amortization from depreciation using digital tools (Canva, etc.).
4	A	**Complete Final Accounts Execution**	10	Prepares all three components — Trading Account, Profit & Loss Account, and Balance Sheet — from a given trial balance with adjustments. All calculations are accurate using Excel, with correct classification of assets, liabilities, income, and expenses.

5	A	**Accounting Accuracy & Calculations**	10	Correctly records journal entries, ledger postings, and share allotment statements for issue at par/premium/discount, forfeiture, re-issue, debentures, and bonus/rights issues. Capital Reserve calculations and TDS treatment are accurate using Excel workings.
	B	**Presentation, Analysis & Explanation**	10	Prepares a structured report comparing Equity, Preference Shares, and Debentures with charts and ratio analysis. Presents account statements with professional formatting, diagrams of share capital movement, and confidently explains accounting treatment and financial impact.