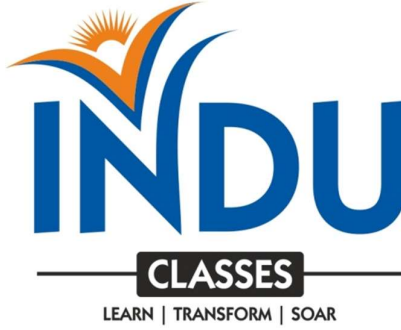


॥ तमसो मा ज्योतिर्गमय ॥



11th English Medium

Subject : Elements of book keeping and accountancy

Part : 1

1. Accounting and Its Terminology
2. Dual Effect of Transactions and Types of Accounts
3. Goods and Service Tax: Introduction
4. Journal
5. Accounting Equation and Business Transactions
6. Subsidiary Books
7. Cash Book and Its Types
8. Journal Proper
9. Ledger-Posting
10. Trial Balance
11. Bank Reconciliation Statement

Part : 2

1. Rectification of Errors
2. Depreciation Accounts
3. Provisions and Reserves
4. Bills of Exchange
5. Financial Statements of Business Organisations
6. Conventions, Assumption, Concepts and Principles of Accounting
7. Accounting Standards : Concept and Objectives
8. Introduction of Deshi Nama System
9. Accounts of Non-Trading Concerns
10. Accounts from Incomplete Records
11. Computers and Accounting

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MANJALPUR

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Manjalpur Vadodara. M : 720 2929 570

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