

**KENDRIYA VIDYALAYA SANGATHAN  
MUMBAI REGION  
HALF YEARLY SYLLABUS 2018-19**

**CLASS : XI**

**SUBJECT: ACCOUNTS**

<b>S.No</b>	<b>NAME OF THE CHAPTERS</b>
1	INTRODUCTION OF ACCOUNTING
2	THEORY BASE OF ACCOUNTING
3	RECORDING OF TRANSACTION
4	VOUCHER AND TRANSACTIONS, SOURCE DOCUMENTS VOUCHERS, PREPARATION OF VOUCHERS, ACCOUNTING EQUATION APPROACH, MEANING AND ANALYSIS, RULES OF DEBITE AND CREDIT.
5	RECORDING OF TRANSACTION: BOOKS OF ORIGINAL ENTRY
6	JOURNALS
7	SPECIAL PURPOSE BOOKS - CASH BOOK: SIMPLE, CASH BOOK WITH BANK COLUMN AND PETTY CASH BOOK
8	PURCHASE BOOK, SALES BOOK, PURCHASE RETURN BOOK, SALES RETURN BOOK
9	NOTE: SIMPLE GST CALCULATIONS
10	RECORDING OF BUSINESS TRANSACTIONS- CONTD
11	LEDGER, FORMAT, POSTING FROM JOURNAL AND SUBSIDIARY BOOKS, BALANCING OF ACCOUNTS
12	BANK RECONCILLIATION STATEMENT

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