



DEPARTMENT OF COMMERCE



Open Course Offered to
V semester Degree Programme

FUNDAMENTALS OF ACCOUNTING

Open Course



Commerce Department

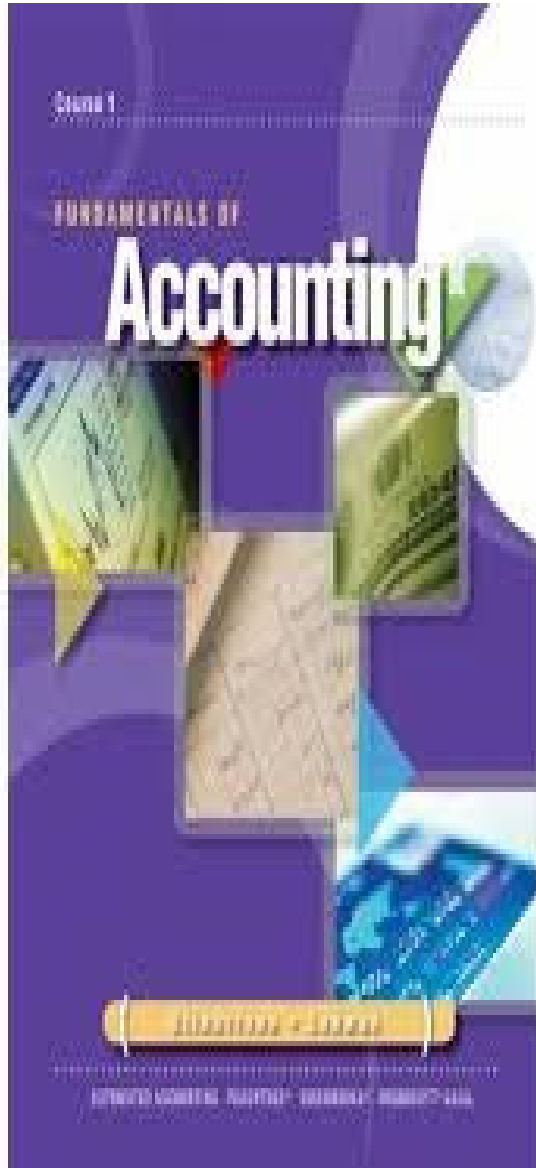
COMMERCE DEPARTMENT

FUNDAMENTALS OF ACCOUNTING

*To familiarize the Course to
Non Commerce students in
their day to day Life, with
basic Accounting Principles
and Practices in Business*



MODULES FOR FUNDAMENTALS OF ACCOUNTING



MODULE-1

Accounting ❖ meaning ❖ Objects- Concepts and Conventions-Double Entry ❖ Books of Accounts ❖ Book keeping and Accounting ❖ Accountancy ❖ The language of the Business World ❖ Principles of double entry ❖ Advantages of double entry.

MODULE-2

Journal- Rules of debit and credit - Kinds of Accounts ❖ Journalizing .



MODULE-3

Ledger ❖ **Sub divisions of ledger** ❖ **Account** ❖ **Form of an Account** ❖ **Posting of Journal** ❖ **Balancing of Accounts-Cash book (simple, triple column)-Petty Cash book.**

MODULE-4

Trail Balance ❖ **Meaning** ❖ **Objects-Summary of Accounting Entries.**

MODULE-5 **Final Accounts-Trading and Profit and Loss Account** ❖ **Balance Sheet**





Commerce Department

THANK YOU



Commerce Department