

030122302: Cost Accounting**Theory Credits: 4****Lab Credits: 0****Objectives:**

To provide basic knowledge of concepts of Financial Accounting & Cost accounting to build a strong base for understanding Business Finance and Management Accounting

Sr. No.	Topic Name	No. Of Hrs
01	<u>Financial Accounting II</u>	07
	Bank Reconciliation Statement Meaning, Need, Importance and Preparation.	
02	<u>Finalization of Accounts</u>	09
	Trial Balance: meaning and a purpose, kind of errors, rectification of errors, Preparation of Trial balance, Suspense Account.	
03	<u>Preparation of Final Accounts</u>	09
	Preparation of Trading Account Profit and Loss Account and Balance Sheet Of a Sale trader with adjustments of Depreciation Provision for Bad and Doubtful Debts, Outstanding Expenses Prepaid Expenses, Income Received in advance and accrue Income, Closing stock. Final Accounts of Non-Trading concerns - Receipts and Payments Account Income and Expenditure Account balance sheet.	
04	Preparation Accounting What is Depreciation? Its Accounting, Methods of Depreciation - Fixed Installment Method, Diminishing Balance Method	05
05	Cost Accounting II Material Cost. Material records Perpetual inventory system. Pricing	12

	tile issues of Material Overheads - Nature & classification	
06	<p><u>Concept of cost units and cost centers. Classification and collection of overheads.</u></p> <p>Concept of cost Analysis and classification of costs</p> <p>Allocation and apportionment of overheads. Overhead absorption</p>	12
	Total	60

Reference Books:

Booking Keeping And Accountancy by M.G.Petkar

Booking Keeping And Accountancy by Kotibhaskar J.V. & Sharangapani R.G.

Fundamentals of Accounting- S. Kumar Paul

Accounting Principles- Anthony and Reece [Irvin]

Advanced Accountancy- R.L. Gupta and Radhaswamy. [Sultan Chand]

An Introduction to Accountancy- S.N. Maheshwari [Vikas]