**(Lesson Plan (Sep-Dec2022-23)**

**Name of the Assistant Professor-Ms Mamta Rani Subject**- **Commerce**

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| **Subject****/Month** | **B.Com And B.Com Cav (I Sem)** **Financial Accounting** | **B.Com Cav (IISem)****Company Law** | **B.Com (VI Sem)****Auditing** |
| **September** | Financial accounting: meaning, need, objectives & scope; book-keeping and accounting; branches of accounting; accounting principles: concepts and conventions; accounting cycle and accounting equation; journal; rules of journalizing; ledger & trial balance; Rectification of Errors: suspense account; effect on profit. | Company: meaning, characteristics & types of companies, conversion of private into public company & vice versa.Promotion and incorporation of companies; promoters: legal position, duty, liability and remuneration; company and pre-incorporation contracts; incorporation procedure | Introduction: meaning, objectives and advantages of auditing; types of audit: internal and external audit, proprietary and efficiency audit.Audit process: audit programme; audit working papers and evidences; audit of e-commerce transactions. |
| **October** | Capital and Revenue: Concept and classification of income; expenditure; receipts.Depreciation provisions and reserves: concept and classification; Methods of depreciation accounting. | Memorandum of Association: clauses, doctrine of ultra vires, alteration of clauses.Articles of Association: contents, model forms, and alteration; doctrine of indoor management and constructive notice.Prospectus: meaning, contents and formalities, abridged prospectus | Methods of audit work: routine checking and test checking; internal control and internal checking system.Vouching: meaning, objectives and importance of vouching; vouching of cash books, purchase book, sale book, bill receivable book, bill payable book, journal proper and debtor creditor ledgers, verification of assets and liabilities |
| **November** | Method Final Accounts: manufacturing, trading, profit & loss account; Balance sheet; adjustment entries s of depreciation accounting. | deemed prospectus, red herring & shelf prospectus, misstatement and remedies, liabilities for misstatements.Share Capital: types, issue and allotment of shares and debentures; share certificate and share warrant, reduction of share capital; buy-back of shares. | Audit of limited companies: company auditor – appointment, powers, duties and liabilities, Directions of Comptroller and Auditor General of India.Audit reports: various types of audit reports |
| **December** | Accounts of Non-profit Organizations.Consignment Accounts: accounting records; Normal and abnormal Loss; Valuation of unsold stock | Transfer & transmission of shares and debentures; depository system; borrowing powers and debentures. | Investigation: meaning, nature, procedure and objectives, investigation and due diligenceProfessional ethics of auditing |

**SIGNATURE**