

MINUTES GUIDELINES MEETING

| | |
|-----------|------------------------------------|
| Course | B.Com. (Hons.) CBCS (Sememster -1) |
| Subject | FINANCIAL ACCOUNTING |
| Paper No. | BCH – 1.2 |

A meeting of the above mentioned paper to prepare the final guidelines, in order to maintain uniformity in teaching, was held as per the following schedule:

Date : 28th August, 2019
Venue : Rajdhani College, University of Delhi
Time : 11: 00 AM
Participants : Teachers of colleges teaching paper of Financial Accounting

The meeting started with welcome to all members present. The minutes of workshop (in which draft guidelines were designed by the college teachers) held on 10th August ,2019 were placed before the house with a clear understanding that they can make any addition, deletion or modification in these guidelines. The respective member teachers threadbare discussed the course curriculum and resolved the following unanimously, to be called as 'final guidelines':

1. to adhere to the following tentative distribution of lecture periods and guidelines while teaching this course:

SCHEDULE OF LECTURES

| UNIT | PARTICULARS | TOPICS | LECTURES |
|------|---|--|----------|
| 1 | Introduction | <ul style="list-style-type: none"> • Conceptual Framework (Assumptions and Principles) • Accounting Standards • Final Accounts • Not for Profit Organization | 12 |
| 2 | Depreciation Accounting and Inventory Valuation | <ul style="list-style-type: none"> • Depreciation Accounting • Inventory Valuation | 8 |
| 3 | Special types of Accounting | <ul style="list-style-type: none"> • Hire Purchase Accounting • Branch Accounting • Departmental Accounting • Lease Accounting | 20 |
| 4 | Accounting for Partnership Firm | <ul style="list-style-type: none"> • Admission, Retirement and Death of a Partner (Only Theory – Only 1 or 1.5 lecture) • Dissolution of the Firm (Practical) | 10 |

2. The following aspects were unanimously accepted on the format and division of marks of the question paper :

DIVISION OF MARKS

Question No. 1

Part A: Theory is compulsory with internal choice (Theory only) (5 Marks)

Part B: One Practical Question with internal choice

Final accounts of profit making firms

OR

Not For Profit Organization

(10 Marks)

Question No. 2

Depreciation Accounting and Inventory Valuation

OR

Depreciation Accounting and Inventory Valuation

Including AS-10 ON PPE

(6 + 4 Marks)

Question No. 3

Hire Purchase Accounting* and Accounting for Leases**

OR

Hire Purchase Accounting and Accounting for Leases

(7 + 3 Marks)

* Emphasis should be on large value items and less importance should be given to small value items

**Accounting for leases- Only Simple Problems

Question No. 4

Branch Accounting* and Departmental Accounting**

OR

Branch Accounting and Departmental Accounting

(7 + 3 Marks)

* In Branch Accounting, for Independent Branch - Only Journal Entries, No Incorporation

** Departmental Accounting- Overview and only Basis of Allocation of Departmental Accounting

Question No. 5

Dissolution of partnership Firm

OR

Dissolution of partnership Firm

(10 Marks)

Marks allocation on Computerized Accounting :

- Machine Handling 1 mark
- Company creation 3 marks

| | |
|--|-----------------|
| (A/c with inventory, use of security control, features and configuration) | |
| • Creation of groups and ledgers (using single and multiple) | 5 marks |
| • Voucher entry (15 entries including compound entries and trade discount) | 9 marks |
| • Reports (generation of reports for specific period) | 2 marks |
| Total Marks | 20 marks |

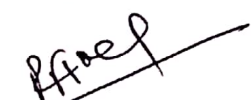
It was reiterated to adhere the guidelines in letter and spirit in order to have uniformity and consistency in teaching learning process.

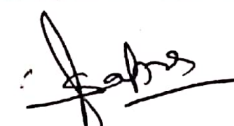
The meeting was attended by the representatives from the Department of Commerce, University of Delhi and the following faculty members from the different colleges of the University of Delhi :

| S. No. | Name of the Faculty | College |
|--------|-----------------------|--|
| 1 | Dr. Ritu Sapra | Representative - Department of Commerce, University of Delhi |
| 2 | Dr. Rajiv Kumar Goel | Convener – Department -College Interface |
| 3 | Devender Kr. | Vivekananda College |
| 4 | Shikha Garg | Vivekananda College |
| 5 | Sarita Sachdeva | I.P.College for Women |
| 6 | Tonika Rana | Daulat Ram College |
| 7 | Dr. P.D. Saini | Aryabhatta College |
| 8 | Ravindra Singh | Ramjas College |
| 9 | Om Dutt | Swami Shraddhanand College |
| 10 | Ms Sheetal B. Sachdev | Maharaja Agrasen College |
| 11 | Mrs. Parminder Kaur | SGTBKCC |
| 12 | Dr. Prabha Rani | SPM |
| 13 | Dr. Arshi Zareen | Bharati College |
| 14 | Kashnie Singh | Jesus&Mary College |
| 15 | Anu Priya Arora | ARSD College |
| 16 | Dr. Ameeta Motwani | JMC |
| 17 | R.K Sah | SRCC |
| 18 | Dr. Alok Kumar | SRCC |
| 19 | Silky Jain | Sri Aurobindo College |
| 20 | Dr. Nidhi | Gargi College |
| 21 | Dr. Shivani Abrol | ZHDC |
| 22 | Dr. Renu Gambhir | Rajdhani College |
| 23 | Deepti Gupta | Deen Dayal Upadhyaya College |
| 24 | Chandni Aswal | Shaheed Bhagat Singh College |
| 25 | Aarti Kadyan | Shaheed Bhagat Singh College |
| 26 | Dr. Manju Bhatia | SGGSCC |
| 27 | Monu Chauhan | Keshav Mahavidyalaya |
| 28 | Bal Kishan | SGGSCC |
| 29 | Navdeep Kaur | SGGSCC |
| 30 | Meenu Gupta | SGGSCC |
| 31 | Dr. Chhavi Sharma | Shivaji College |

| | | |
|----|------------------------|------------------------------------|
| 32 | Dr. Pakiza Samad | ZHDCE College |
| 33 | Ms. Vrinda Kapur | Janki Devi Memorial College |
| 34 | Ms. Neelu Verma | Janki Devi Memorial College |
| 35 | Balbir Kaur | Kirori Mal College |
| 36 | Ms. Viney Narang | Shaheed Bhagat Singh (Eve) College |
| 37 | Arun Kumar | Dyal Singh College |
| 38 | Rohit Kumar Shrivastav | Dr. B.R. Ambedkar College |
| 39 | Hashir Mairaj | Shaheed Bhagat Singh College |
| 40 | Lt. Bhupinder | DCAC |
| 41 | Dr. Rakesh Kumar | PGDAV College |
| 42 | Dr. Surender Singh | PGDAV College |
| 43 | Ms. Gauri | Hansraj College |
| 44 | Dr. Geeta Sidharth | Gargi College |
| 45 | Mr. Kunal Kumar | Keshav Mahavidyalaya |
| 46 | Premlata | LSR College |
| 47 | Sonia Dhingra | PGDAV (Eve) College |
| 48 | Ruchi | Motilal Nehru College |
| 49 | Annu Aggarwal | Hindu College |
| 50 | Dr. M.P. Meena | BRAC |
| 51 | Dr. Amit Kumar | MAC |
| 52 | Dr. Kawarejit Kaur | MSC |
| 53 | Hemant Yadav | KMV |
| 54 | Dr. Rajender Kumar | Rajdhani college |

The meeting ended with a vote of thanks to all the participants and the convener and the organizing team of Rajdhani College.


Convener



Department Representative