



Sir Padampat Singhania Education Centre
Kamla Nagar, Kanpur

Lesson Plan
Session 2017 - 2018
Class: XI

Subject
Book

:Accountancy
:By T.S.Grewal

Subject Coordinator
Name: Dr.Devendra P. Singh

Head of Department
Name:Dr.Devendra P. Singh

Sign:

Sign:



Sir Padampat Singhania Education Centre

Kamla Nagar, Kanpur

Yearly Syllabus/Planning overview

Session: 2017 - 2018

Subject : Accountancy

Class : XI

No. of periods : 172

Month	Assessed in	Lesson/s to be covered	Period Count
April	Term I	Meaning and objectives of accounting; Basic accounting terms; Accounting principles; Accounting process; Basis of accounting	23
May	Term I	Accounting Equation; Journal; Ledger; Trial Balance	22
June	Term I	Cash Book	4
July	Term I	Cash Book (Contd.); Special Purpose Books; Bank Reconciliation Statement	25
August	Term I	Rectification of errors; Provisions and Reserves; Depreciation	23
September	Term II	Financial Statement – without adjustments	09
October	Term II	Financial Statement – with and without adjustments	19
November	Term II	Bills of Exchange; Accounts from incomplete records	24
December	Term II	Accounting for Not-For-Profit Organizations	11
January	Term II	Revision	12

Subject coordinator:

HOD:



Sir Padampat Singhania Education Centre

Kamla Nagar, Kanpur

Monthly Syllabus/Planning overview

Session: 2017 - 2018

Subject :Accountancy

Class : XI

No. of periods :55

Month	Date/Week		Lesson/s to be covered in classroom	Period Count
	From	To		
July	3 rd July	8 th July	Cash Book	05
	10 th July	15 th July	Cash Book(2) Petty Cash Book & Special Purpose(4)	06
	17 th July	22 nd July	Special Purpose(1) B.R.Statement(5)	06
	24 th July	29 th July	Bank Reconciliation Statement	06
	31 st July	5 th Aug	Rectification of Errors	06
Aug.	7 th Aug	12 th Aug	Rectification of Errors(2) Provision and Reserve(2)	04
	14 th Aug	19 th Aug	Provision and Reserve	04
	21 st Aug	26 th Aug	Depreciation	06
	28 th Aug	2 nd Sept	Depreciation(4) Revision of Half Yearly Syllabus(2)	06
Sep.	4 th Sep.	9 th Sep.	Revision of Half Yearly Syllabus	05
	11 th Sep.	16 th Sep.	Revision of Half Yearly Syllabus	01
	18 th Sep	23 rd Sep.	Half Yearly Examination	
	25 th Sep			

Subject coordinator:

HOD:



Sir Padampat Singhania Education Centre

Kamla Nagar, Kanpur

Weekly planning overview

Session: 2017 - 2018

Subject :Accountancy

Class :XI

No. of periods : ___

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK 13: July 03to_July 08,2017			Period Count: 05
PD1	Cash book – Meaning and objectives; Utility and types.	Learn	
PD2	Cash book- Single column (Recording the transactions related to cash only)	Practice of numerical questions	
PD3	Cash book – Double column (Concept of cash book with cash and bank columns)	Learn	
PD4	Cash book – Double column (Concept of CONTRA Entries and its recording in the books)	Practice of numerical questions	
PD5	Cash book – Double column (Concept of cheque received and deposited into bank on the same day and on some other day)	Practice of numerical questions	
PD6	*		
*Second Saturday			
WEEK 14: July 10 to July 15,2017			Period Count: 06
PD1	Cash book – Double column (Concept of chequedishonoured)	Practice of numerical questions	
PD2	Cash book – Double column (Concept of cheque received and endorsed to a third party)	Practice of numerical questions	
PD3	Cash book – Double column (Concept of bank interest, repayment of loan, payment of bank interest and charges)	Practice of numerical questions	
PD4	Petty Cash Book; Special purpose books – Concept of purchase book (accounting treatment of trade discount and expenses on purchases)	Practice of numerical questions	
PD5	Special purpose books – Concept of sales book (accounting treatment of trade discount)	Practice of numerical questions	
PD6	Special purpose books – Concept of purchase return book	Practice of numerical questions	

Subject coordinator

Supervisor

Principal/V. Principal



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Kamla Nagar, Kanpur

Weekly planning overview

Session: 2017 - 2018

Subject : Accountancy Class : XI No. of periods :

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
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WEEK 15 : 17th July to 22nd July, 2017

Period Count: 06

PD1	Special purpose books – Concept of sales return book	Practice of numerical questions	
PD2	Bank Reconciliation Statement – Meaning and purpose. Causes of difference in cash book and pass book	Learn	
PD3	Bank Reconciliation Statement – accounting treatment when starting point is balance as per cash book	Practice of numerical questions	
PD4	Bank Reconciliation Statement – accounting treatment when starting point is balance as per cash book	Practice of numerical questions	
PD5	Bank Reconciliation Statement – accounting treatment when starting point is balance as per pass book	Practice of numerical questions	
PD6	Bank Reconciliation Statement – accounting treatment when starting point is balance as per pass book	Practice of numerical questions	

WEEK 16 : 24th July to 29th July, 2017

Period Count: 06

PD1	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per cash book	Practice of numerical questions	
PD2	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per cash book	Practice of numerical questions	
PD3	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per cash book	Practice of numerical questions	
PD4	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per pass book	Practice of numerical questions	
PD5	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per pass book	Practice of numerical questions	
PD6	Bank Reconciliation Statement – accounting treatment when starting point is overdraft as per pass book	Practice of numerical questions	

Subject coordinator

Supervisor

Principal/V. Principal



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Kamla Nagar, Kanpur

Weekly planning overview

Session: 2017 - 2018

Subject : Accountancy Class : XI No. of periods : ___

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK 17: 31st July to 5th August, 2017			Period Count: 06
PD1	Rectification of errors – Meaning and utility	Learn	
PD2	Rectification of errors – types of errors	Learn	
PD3	Rectification of errors – Single sided errors and its rectification	Learn	
PD4	Rectification of errors – double sided errors and its rectification	Practice of numerical questions	
PD5	Rectification of errors – Concept of suspense account		
PD6	Rectification of errors – accounting treatment of suspense account	Practice of numerical questions	
WEEK 18 : 7th August to 12th August, 2017			Period Count: 04
PD1	*	Learn	
PD2	Rectification of errors – rectification of errors through suspense account	Practice of numerical questions	
PD3	Rectification of errors – errors and their effects on profit and loss account	Practice of numerical questions	
PD4	Provision and reserves – meaning and objectives of provisions	Learn	
PD5	Provision and reserves Types of provisions	Learn	
PD6	*		
*7 th August – RakshaBandhan *12 th August – Second saturday			

Subject coordinator

Supervisor

Principal/V. Principal



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Weekly planning overview

Session: 2017 - 2018

Subject : Accountancy Class : XI No. of periods : ___

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK 18: 14th August to 19th August			Period Count: 04
PD1	*		
PD2	*		
PD3	Provision and reserves – meaning and objectives of reserves	Learn	
PD4	Provision and reserves – Types of reserves	Learn	
PD5	Provision and reserves – difference between provisions and reserves	Learn	
PD6	Provision and reserves – Concept of creation of revenue and capital reserves	Learn	
*14th August – Janamashtami *15th August – Independence Day			
WEEK 19 : 21st August to 26th August 2017			Period Count: 06
PD1	Depreciation – Meaning, objectives and causes of depreciation	Learn	
PD2	Depreciation – Methods of depreciation (Straight line and written down value method)	Learn	
PD3	Depreciation – Merits and demerits of straight line and written down value method	Learn	
PD4	Depreciation - Calculation of depreciation using straight line method	Practice of numerical questions	
PD5	Depreciation - Calculation of depreciation using written down value method	Practice of numerical questions	
PD6	Depreciation – Accounting treatment of straight line method	Practice of numerical questions	

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Weekly planning overview

Session: 2017 - 2018

Subject : Accountancy Class : XI No. of periods : ___

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK : 20 28th August to 2nd September			Period Count: 06
PD1	Depreciation – Accounting treatment of written down value method	Practice of numerical questions	
PD2	Depreciation – Accounting treatment of loss on sale of machinery using straight line method	Practice of numerical questions	
PD3	Depreciation – Accounting treatment of loss on sale of machinery using written down value method	Practice of numerical questions	
PD4	Depreciation – accounting treatment of depreciation and its effect on financial statements	Practice of numerical questions	
PD5	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD6	Revision of Half Yearly Syllabus	Practice of numerical questions	

WEEK 21: 4th September to 9th September, 2017			Period Count: 05
PD1	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD2	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD3	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD4	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD5	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD6	*		

*9th September 2017 – Second Saturday

Subject coordinator

Supervisor

Principal/V. Principal



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Weekly planning overview

Session: 2017 - 2018

Subject : Accountancy Class : XI No. of periods : ____

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK 22 : 11th September to 16th September , 2017		Period Count: 01	
PD1	Revision of Half Yearly Syllabus	Practice of numerical questions	
PD2	Half Yearly Examinations		
PD3	Half Yearly Examinations		
PD4	Half Yearly Examinations		
PD5	Half Yearly Examinations		
PD6	Half Yearly Examinations		
WEEK 23:18th September to 23rd September		Period Count: ____	
PD1	Half Yearly Examinations		
PD2	Half Yearly Examinations		
PD3	Half Yearly Examinations		
PD4	Half Yearly Examinations		
PD5	Half Yearly Examinations		
PD6	Half Yearly Examinations		

Subject coordinator

Supervisor

Principal/V. Principal



Sir Padampat Singhania Education Centre

Kamla Nagar, Kanpur

Weekly planning overview

Session: 20 - 20

Subject : _____

Class : ____

No. of periods : ____

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK 24 : 25th September to 30th September, 2017			Period Count: ____
PD1	Half Yearly Examinations		
PD2			
PD3			
PD4			
PD5			
PD6			
WEEK ____ : _____ to _____			
			Period Count: ____
PD1			
PD2			
PD3			
PD4			
PD5			
PD6			

Subject coordinator

Supervisor

Principal/V. Principal



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Kamla Nagar, Kanpur

Weekly planning overview

Session: 20 - 20

Subject : _____

Class : ____

No. of periods : ____

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
WEEK ____ : _____ to _____			Period Count: ____
PD1			
PD2			
PD3			
PD4			
PD5			
PD6			
WEEK ____ : _____ to _____			Period Count: ____
PD1			
PD2			
PD3			
PD4			
PD5			
PD6			

Subject coordinator

Supervisor

Principal/V. Principal



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Weekly planning overview

Session: 20 - 20

Subject : _____

Class : _____

No. of periods : _____

Period	Topic/s to be covered in classroom	Homework	Status (Yes/No) (Reason if No)
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WEEK __ : _____ to _____

Period Count: ____

PD1			
PD2			
PD3			
PD4			
PD5			
PD6			

WEEK __ : _____ to _____

Period Count: ____

PD1			
PD2			
PD3			
PD4			
PD5			
PD6			

Subject coordinator

Supervisor

Principal/V. Principal

Sir PadampatSinghania Education Centre, Kamla Nagar, Kanpur

Book :
Publication :
Lesson :

Class :
Session: 20 - 20
Subject:

Lesson Plan

Ques 1.

Ans.

(Ref.: Page 18)

Ques 2.

Ans.

(Ref.: Page 18)

Ques 3.

Ans.

(Ref.: Page 18)

Note: This lesson contains one worksheets.



Sir Padampat Singhania Education Centre

Kamla Nagar, Kanpur

Lesson plan implementation report

Session: 20 - 20

Term :
From Date :
Subject :
Book :

Assessment :
To Date :
Class :
No. of periods :

Section	Subject Teacher	Lesson/s to be covered according to lesson plan	Status Yes/No	Reason if not completed

Remarks:

Subject coordinator:

HOD: