

MINUTES
GUIDELINES MEETING

Course	B.Com. CBCS (Sememster -1)
Subject	FINANCIAL ACCOUNTING
Paper No.	BC – 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: 16th September 2019

Venue: Sri Aurobindo College, University of Delhi

Time: 9:30 AM

Participants: Teachers of Colleges teaching Financial Accounting paper

The meeting started with welcome note to all members present by the Convener. The minutes of workshop (in which draft guidelines were designed by college teachers) held on 4th September 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 thereby discussed the course curriculum and resolved the following unanimously, to be called 'final guidelines':

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

SCHEDULE OF LECTURES		
Unit	Particulars	Lectures
1	Introduction	14
2	Depreciation Accounting and Inventory Valuation	10
3	Accounting for hire purchase and lease transactions	12
4	Branch and Departmental Accounting	12
5	Accounting for Partnership Firm	12
	Total	60

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

DIVISION OF MARKS

Question No. 1

Theory Question from Unit-1(with internal choice)

3 Marks

Question No. 2

Financial Statements of Sole Proprietorship or Not For Profit Organisations
(FULL QUESTION)

13 Marks

OR

Not For Profit Organisations* and Financial Statements of Sole
Proprietorship**

5 + 8 Marks

*(5 marks)

** (8 marks)

Question No. 3

AS-10 (PPE) and Inventory (AS-2)

7 + 6 Marks

OR

AS-10 (PPE) and Inventory (AS-2)

Question No. 4

Hire Purchase and Lease (Only Theory)

10 + 3 Marks

OR

Hire Purchase and Lease (Only Theory)

Question No. 5

Branch Accounting

13 Marks

OR

Branch Accounting and Departmental Accounting (2 DEPARTMENTS
ONLY)

OR

8 + 5 Marks

Question No.6

Dissolution (Theory + Practical)

20 Marks

OR

Dissolution (Theory + Practical)

MARKS ALLOCATION ON COMPUTERIZED ACCOUNTING:

Machine Handling	1 Mark
Company Creation	3 Marks
Creation of Groups and Ledgers	6 Marks
Voucher Entry (14 Entries)	7 Marks
Exporting of Reports	3 Marks
Total	20 Marks

3. The faculty members present in the meeting also unanimously decided to adhere to the following additional guidelines:

Unit	Guidelines
2	AS-10 : Revaluation Model- Only Theory needs to be done
3	Hire purchase - Only simple problems to be asked Lease Transactions- Only Theory needs to be done
4	Departmental Accounting- Consolidated Balance Sheet not to be done & Accounting for 2 departments only to be covered
5	In Partnership Accounting - Only an overview to be given to the students regarding Fundamentals, Admission, retirement death and other aspects but no question (theory or numerical) to be asked . From Dissolution of Partnership firm theory upto 5 marks may be asked.

Instructions to be mentioned on Question Paper

- In case Dissolution of partnership firm is attempted, mention Part A+ Part B on top of the answer sheet. And in case Tally is attempted, mention Part A on top of answer sheet.
- No separate sheets are to be given for Part A and Part B
- Time Schedule:
 - I. Part A- 2 hours 30 minutes
 - II. Part A and Part B- 3 Hours

It was resolved to adhere to these 'draft guidelines' in both letter and spirit in order to have consistency and standardization in the teaching leaning process.


The meeting was attended by the representatives from the Department of Commerce, University of Delhi and the following faculty members teaching Financial Accounting paper to B.Com course in different Colleges of the University of Delhi:

S.No	Name Of Faculty	College
1	Dr. Ritu Sapra	Representative - Department of Commerce, University of Delhi
2	Dr. Rajiv Kumar Goel	Convener – Department-College Interface
3	Dr. Subhanjali Chopra	Sri Aurobindo College
4	Dr. Pankaj Jain	Dyal Singh College
5	Dr. Amla Gaur	Satyawati College
6	Dr. Meenakshi Chaudhary	Sri Aurobindo College
7	Ms. Rupal Arora	Gargi College
8	Ms. Aakriti Chaudhary	Gargi College
9	Jasmine Kaur	SGND Khalsa College

10	Dr. Manju Khosla	Gargi College
11	Mohd. Kashif	Zakir Husain Delhi College(Eve)
12	Chetan Negi	PGDAV College
13	Ms. Ankita Singhal	Sri Aurobindo College
14	Dr. Nishita Gupta	Sri Aurobindo College
15	Dr. K.M Bansal	B.R Ambedkar College
16	Dr. Gurcharan Sachdeva	PGDAV College
17	Kashmie Singh	Jesus and Mary College
18	Mohini Yadav	Sri Venkateswara College
19	CA Shweta Gupta	Janki Devi Memorial College
20	Lt. Bhupinder	Delhi College of Arts & Commerce
21	Durga Devi	Kalindi College
22	Tajinder	Mata Sundri College for Women
23	Abhay Kumar Gupta	Sri Aurobindo College
24	Vivek Jaiswal	Sri Aurobindo College
25	Priyanka	Ramjas College

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


Convener


Department Representative