

KOTHARI INTERNATIONAL SCHOOL , NOIDA

ANNUAL ACADEMIC PLAN- IGCSE-2

SUBJECT: ACCOUNTING SESSION: 2023-24

NAME OF THE TEACHER: PRITI SHARMA

MONTH	CHAPTERS AND CONCEPTS TO BE COVERED	LEARNING OBJECTIVES
MARCH	Bank Reconciliation Statement	Learners should be able to: Understand the use and purpose of a bank statement Update the cash book for bank charges, bank interest paid and received correction of errors, credit transfers, direct debits, dividends and standing orders Understand the purpose or and prepare a bank reconciliation statement to include bank errors, uncredited deposits and unpresented cheques
APRIL	Journal entries & correction of errors	Learners should be able to: Correct errors by means of journal entries Explain the use of a suspense account as a temporary measure to balance the trial balance Correct errors by means of suspense accounts Adjust a profit or loss for an accounting period after the correction of errors Understand the effect of correction of errors on a statement of financial position
	Control accounts	Understand the purposes of purchases ledger and sales ledger control accounts Identify the books of prime entry as sources of information for the control account entries Prepare purchases ledger and sales ledger control accounts to include credit purchases and sales, receipts and payments, cash discounts, returns,

		irrecoverable debts, dishonoured cheques, interest on overdue accounts, contra entries, refunds, opening and closing balance (debit and credit within each account)
MAY	Preparation of financial statements continued- Incomplete records	<p>Explain the disadvantages of not maintaining a full set of accounting records</p> <p>Prepare opening and closing statements of affairs</p> <p>Calculate profit or loss for the year from changes in capital over time</p> <p>Calculate sales, purchases, gross profit, trade receivables and trade payables and other figures from incomplete information</p> <p>Prepare income statements and statements of financial position from incomplete records</p>
	Clubs and Societies	<p>Distinguish between receipts and payments accounts and income and expenditure accounts</p> <p>Prepare receipts and payments accounts</p> <p>Prepare accounts for revenue-generating activities, e.g. refreshments, subscriptions</p> <p>prepare income and expenditure accounts and statements of financial position</p> <p>Make adjustments to financial statements</p> <p>Define and calculate the accumulated fund</p>
	Partnerships	<p>Explain the advantages and disadvantages of forming a partnership</p> <p>Outline the importance and contents of a partnership agreement</p> <p>Explain the purpose of an appropriation account</p> <p>Prepare income statements, appropriation accounts and statements of financial position</p> <p>record interest on partners' loans, interest on capital, interest on drawings, partners' salaries and the division of the balance of profit or loss</p> <p>Explain the uses of and difference between capital and current accounts</p> <p>Draw up partners' capital and current accounts in ledger account form and as part of a statement of financial position</p>

JUNE
SUMMER VACATION

JULY	Manufacturing Accounts	<p>Distinguish between direct and indirect costs</p> <p>Understand direct material, direct labour, prime cost and factory overheads</p> <p>Understands and make adjustments for work in progress</p> <p>Calculate factory cost of production</p> <p>Prepare manufacturing accounts, income statements and statement of financial position</p> <p>Make adjustments to financial statements</p>
	Limited Companies	<p>Explain the advantages and disadvantages of operating as a limited company</p> <p>Understand the meaning of the term limited liability</p> <p>Understand the meaning of the term equity</p> <p>Understand the capital structure of a limited company comprising preference share capital, ordinary share capital, general reserve and retained earnings</p> <p>Understand and distinguish between issued, called-up and paid-up share capital</p> <p>Understand and distinguish between share capital (preference shares and ordinary shares) and loan capital (debentures)</p> <p>Prepare income statements, statements of changes in equity and statements of financial position</p> <p>Make adjustments to financial statements</p>
AUGUST	Analysis and interpretation- Calculation and understanding of accounting ratios	<p>Understand, calculate and explain the importance of the following accounting ratios:</p> <ul style="list-style-type: none"> ● Gross margin ● Profit margin ● Return on capital employed (ROCE)

	<p>Interpretation of accounting ratios</p> <p>Inter-firm comparison</p> <p>Interested parties</p> <p>Limitations of accounting statements</p>	<p>Current ratio</p> <ul style="list-style-type: none"> ● Liquid (acid test) ratio ● Rate of inventory turnover (times) ● Trade receivables turnover (days) ● Trade payables turnover (days) <p>Prepare and comment on simple statements showing comparison of results for different years</p> <p>Make recommendations and suggestions for improving profitability and working capital</p> <p>Understand the significance of the difference between the gross margin and the profit margin as an indicator of a business's efficiency</p> <p>Explain the relationship of gross profit and profit for the year to the valuation of inventory, rate of inventory turnover, revenue, expenses and equity</p> <p>Understand the problems of inter-firm comparison</p> <p>Apply accounting ratios to inter-firm comparison</p> <p>Explain the uses of accounting information by the following interested parties for decision-making:</p> <ul style="list-style-type: none"> ● owners ● managers ● trade payables ● banks ● investors ● club members ● other interested parties such as government tax authorities, etc.
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SEPTEMBER	MOCK/ HALF YEARLY EXAMINATION	
REVISION FOR BOARD EXAMINATION		