

YEAR 9A/D/E - ACCOUNTING

WEEK 11 (8th to 12th November, 2020)

One synchronous Google Classroom lesson on Sunday 8th Nov. during the 7th lesson, **Two Zoom** sessions in the 2nd and 3rd lessons on Wednesday, 11th Nov.

Google Classroom session and Zoom session details (timing and password etc.) intimated to the students on Google Classroom.

Topic: Introduction to Accounting

Learning Objectives:

- To strengthen knowledge and application skills in preparation of Trial Balance
- To learn about the Revenue, Revenue Returns, Purchases and Purchases Returns Day Books
- To learn about VAT and Trade Discount and its treatment in the Day Books
- To learn to post Day Book entries to the respective Ledger Accounts

Lesson Outcome:

Students will be able to

- Draw up the Journal, post to Ledger Accounts and draw up a Trial Balance.
- Explain and draw up each of the Day Books using the correct format of Book Keeping.
- Explain VAT and Trade Discount and apply them in Day Books
- Post Day Book entries to the correct Ledgers

Sunday- 7 th period (Girls) 12:15 – 12:50 pm	1 Google Classroom, synchronous lesson <i>Teacher Input and Activity:</i> Teacher assigns a question on Trial Balance. Students will turn in their work on GC. They can ask questions to solve doubts during the lesson. <i>Homework Assignment:</i> Journal, Ledger and Trial Balance question to be worked out in their notebooks and turned in on GC <i>Resources:</i> Notebook, stationary, Device and internet connectivity
Wednesday- 2 nd and 3 rd period (Girls) 8:10- 8:50 and 8:55 – 9:35 am	2 Zoom lessons. <i>Teacher Input and Activity:</i> Teacher explains Day Books- purpose, format and how to enter transactions with VAT and Trade Discount. Also explain how to post Day Book entries into the right classification of Ledgers. Students take notes with the help of a PPT. <i>Homework Assignment:</i> Question on Day Books. <i>Resources:</i> Notebook, stationary, device.