

YEAR 9A/D/E - ACCOUNTING

WEEK 25 (14th to 18th February, 2021)

One synchronous Google Classroom lesson on Sunday 14th Feb. during the 7th lesson, **Two Zoom** sessions in the 2nd and 3rd lessons on Wednesday, 17th Feb.

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

Topic: Books of Original Entry

Learning Objectives:

- To review the 3-column Cash Book.
- To reason the purpose of a Petty Cash Book and learn its format and method of preparing it.

Lesson Outcome:

Students will be able to

- Know how to post the two discount columns- Discount Allowed and Discount Received
- Balance the Cash Book and interpret the totals and balances.
- Learn the purpose, method and interpretation of the Petty Cash Book.

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 Triple-column Cash Book. Students will turn in their work on GC. They can ask questions to solve doubts during the lesson. <i>Homework Assignment:</i> Further practice of 3-column Cash Book 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 the purpose of a Petty Cash Book. Also explains the format, assigns notes and shows how to enter up a Petty Cash Book, balance it and interpret it. <i>Homework Assignment:</i> Question on Petty Cash Book. <i>Resources:</i> Notebook, stationary, device.