

YEAR 9 C /F- Accounting

WEEK 25 (February 14 - 18)

Teacher: Omana

Chapter: Books of original entry - Petty cash book

Learning Objective:

- To understand the format of petty cash book and the method of posting entries to expenses accounts.

Lesson Outcome:

Students will be able to

- Draw the format of petty cash book, record the petty cash transactions and post entries to expenses accounts.

Sunday 0 and 1st lessons Zoom	<ul style="list-style-type: none">• Teacher input: Teacher will explain the process of recording the transactions into the petty cash book. Format will be given.• Resources: Work sheets from Edexcel IGCSE Accounting book and Business Accounting by Frank Wood & Alan Sangster• Zoom Meeting details for DL students – will be sent on Google classroom
2nd Lesson GC	<ul style="list-style-type: none">• Questions on preparing petty cash book.