

CC IV GENERAL AND COOPERATIVE ACCOUNTS

Unit 1.

Book- Keeping – objects –double entry – journal-subsiary records – ledger postings and balancing - Bank Reconciliation Statement.

Unit 2.

Trial Balance - Preparation – errors disclosed and not disclosed by trial balance – rectification of errors- Suspense account.

Unit 3.

Preparation of Final Accounting - Trading account, Profit and Loss Account and Balance Sheet - fundamentals of co-operative accounts - difference between cooperative accounts and double entry system-different types of day books – Posting them into ledgers - different types of ledgers in cooperatives - Reconciliation of special ledger with general ledger balance.

Unit 4.

Preparation of final accounts in cooperative societies.

Unit 5.

Book profit vs. divisible profit – distribution of net profits-provision in the Act and Bylaws.

REFERENCES:

1. O.R.Krishnaswami : Co-operative Account Keeping
2. P.Manickavasagam : Treatise on Co-operative Account
3. J.R.Batliboi : Double Entry Book – Keeping.