

Naparima College – Business Department

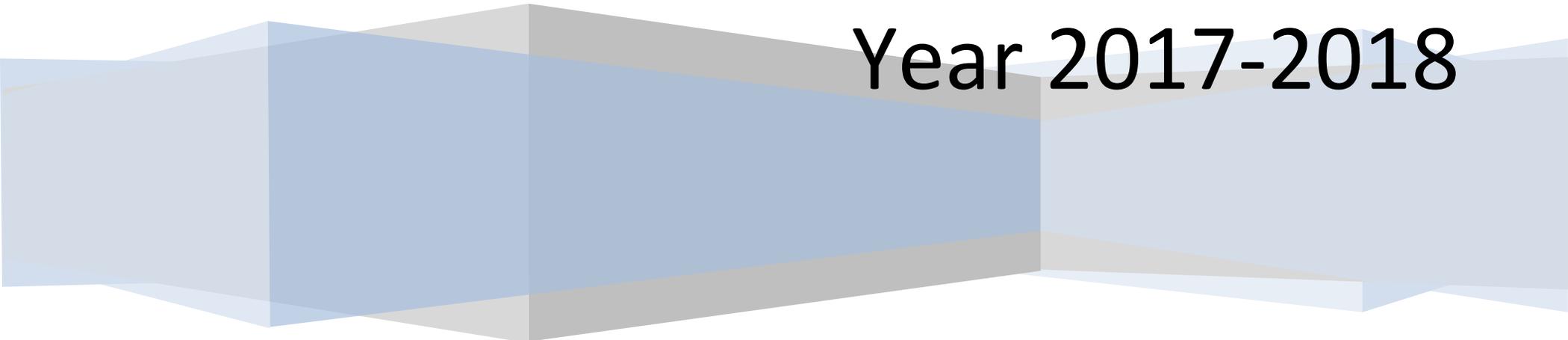
Scheme of Work / Record of Forecast

CSEC / Class 4 N/A/P/S

Term : III

Subject : P.o.A

Submitted by Cassie Saney



Year 2017-2018

Week 4-5		<p>Control Accounts.</p>	<p>Explain the purpose of control accounts and how they are prepared and identify the sources of information for entries made in the sales control account and the purchases control account.</p>	<p>revised profit after the correction of errors</p> <p>Give students different exercises in which they would have to prepare both the sales and purchases control account.</p> <p>Explain the meaning of the balances of the control account.</p>	<p>Frank Wood – chapter 21 page 211</p>		
Week 4-5		<p>Bank Reconciliation Statement</p>	<p>Uses and construction of the bank reconciliation statement.</p> <p>Identify items that will result in differences between cash book and bank statement balances. (Unpresented cheques, standing orders, late lodgements and dishonoured cheques)</p>	<p>Present students with an actual example of a bank statement and a cash book.</p> <p>Explain and have a discussion on why there are differences between the bank statement and the cash book.</p> <p>Assign questions and practice exercises for them to complete.</p>	<p>Frank Wood chapter- 22 page 223</p>		
Week 6-7	Sect 6	<p>Accounting Adjustments</p>	<p>Explain accounting concepts that underpin the need for adjustments. (Prudence, accruals, consistency)</p>		<p>Frank Wood chapter- 26 page 269</p>		

			<p>account and balance sheet of a manufacturer.</p> <p>Apply basic costing principles (Cost plus pricing, absorption costing and mark up pricing)</p> <p>List methods of inventory valuation (FIFO, LIFO, AVCO)</p> <p>Calculate the value of the closing inventory using FIFO, LIFO and AVCO.</p> <p>Assess the effects of different methods of inventory valuation on profit.</p>	<p>EACH Specific Objective</p>			
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