

Principles of Accounts

IMMACULATE CONCEPTION HIGH SCHOOL

GRADE & SUBJECT: 10 Principles of Accounts

TEACHERS: Miss Sinclair, Ms. Forbes & Mr. Pitterson

PERIOD: April 22- June 12, 2020

DEPARTMENT: BUSINESS

| WEEKS | TOPICS | LEARNING OUTCOMES | ASSESSMENT ** |
|--------------------|-----------------|---|---|
| | | Students should be able to: | |
| April 22- 24, 2020 | Depreciation | <ol style="list-style-type: none">1. Define Depreciation2. Calculate the two main types of Depreciation | Class activity from textbook |
| April 27- May 1 | Ratios Analysis | <ol style="list-style-type: none">1. Discuss various types of Ratios2. Uses ratio to determine the performance/profitability of the business | Class activity from textbook |
| May 4-8 | Ratios Analysis | <ol style="list-style-type: none">1. Uses ratio to determine the performance/profitability of the business2. Make recommendations about a business based on ratio analysis | Test on Depreciation/ Ratio Analysis |

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| May 11-15 | Book of original entry- Cash Book | <ol style="list-style-type: none"> 1. Discuss Cash Book 2. Prepare the Cash Book -Three column | Class activity from textbook |
| May 18-22 | Book of original entry- Cash Book | <ol style="list-style-type: none"> 1. Prepare the cash book-three column 2. Balance the cash book 3. Interpret the balances on the cash book | Graded activity on Cash Book |
| May 25-26 | LABOUR DAY HOLIDAY | | |
| May 27-29 | Bank reconciliation statement | <ol style="list-style-type: none"> 1. identify items that may result in differences between cash book balance and bank statement 2. prepare updated cash book | Test on Cash Book |
| June 1- 5 | Bank reconciliation statement | <ol style="list-style-type: none"> 1. prepare updated cash book 2. construct bank reconciliation statement using adjusted cash book balances | Graded activity on Updated Cash Book and Bank Reconciliation Statement |
| June 8-12 | Books of Original Entry | <ol style="list-style-type: none"> 1. prepare and balance the petty cash book | Class activity from textbook |