

CHAPTER- COMPUTERISED ACCOUNTING

		GTSE	Self Evaluation Grades			
Sr.No.	Topic	Sub-Topic	Date			
1	Computerised Accounting	(i) Introduction				
		(a) Accounting Framework				
		(b) Operating Procedure				
		-Front end data base				
		-Back end Data base				
		-Data Processing				
		-Report Processing				
2	Difference between Manual and Computerised Accounting	(i) Introduction				
		(ii) Identification				
		(iii) Recording				
		(iv) Classification				
		(v) Preparation of Financial Statement				
		(vi) Summarization				
		(vii) Adjustment of Entries				
		(viii) Closing of Books				
3	Advantages of Computerised Accounting System	(i) Faster Processing				
		(ii) Accurate Information				
		(iii) Reliability				
		(iv) Easy Availability of Information				
		(v) Up-to-data information				
		(vi) Efficiency				
		(vii) Storage and Retrieval				
		(viii) Works as a Motivator				
		(ix) Automated Document Production				
		(x) MIS Reports				
4	Limitations of Computerised Accounting System	(i) Heavy cost of installation				
		(ii) Cost of Training				
		(iii) Fear of Unemployment				
		(iv) Disruption of Work				
		(v) System Failure				
		(vi) Time Consuming				
		(vii) Unanticipated errors not known				
		(viii) Branches of Security				
		(ix) Health Dangers				
5	Accounting Packages	(i) Ready to Use Packages				
		(ii) Customised Packages				
		(iii) Tailored Packages				
6	Difference between Ready to use, Customised and Tailored Packages	(i) Nature of Business				
		(ii) Cost of installation				
		(iii) Secrecy				
		(iv) Number of Users				
		(v) Linkage to Others				
		(vi) Adaptability				
		(vii) Training Requirement				

CHAPTER- COMPUTERISED ACCOUNTING

		CTSE	Self Evaluation Grades			
Sr.No.	Topic	Sub-Topic	Date			
7	Generic Considerations before sourcing Accounting Software	(i) Size of Enterprise				
		(ii) Cost of installation				
		(iii) Flexibility				
		(iv) Training Requirements				
		(v) MIS Reports				
		(vi) Transferring the Data				
		(vii) Secrecy				
		(viii) Reputation of the Vendor				
		Signature of Student				
		Signature of Mentor/Teacher				
Key To Grades			This self Evaluation sheet has four date columns. Student shall fill grades to all topics in one date column in a sitting. By the fourth attempts, all grades should be 'A' for getting best marks in exams.			
Write 'A' if you know the concept fully (when you know 100%)						
Write 'B' if you need revision once (when you know between 75%-100%)						
Write 'C' if you know the concept partially (when you know about 50%)						
Write 'D' if you know the concept very little (when you know about 25%)						
Write 'E' if you don't know the concept at all (when you know 0%)						



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