

Lecture Plan		
Name of the college: Government College of Arts, Science & Commerce, Sanquelim Goa.		
Name of Faculty: Khemraj Alias Sangam Shet	Subject: Accounting Software Application	
Paper code: COM241	Program: S.Y.B.COM	Division: A
Academic year: 2026 - 2027	Semester: III	Total Lectures: P - 60
Course Objectives: 1. To enable learners to understand Financial Accounting fundamentals through accounting software packages. 2. To familiarise learners with accounting software packages. 3. To enable learners to know the purpose and scope of Accounting Software Packages in business. 4. To enable learners to apply knowledge of accounting software packages in Real-world Scenarios.		
Expected Course Outcome: 1. Explain the basic concepts of accounting and inventory management in accounting software package. 2. Record various kinds of business transactions, vouchers and generate financial statements reports in accounting software package 3. Record Accounting transactions, vouchers with GST and generate reports in Accounting Software Package. 4. Apply knowledge of accounting software packages in Real-world Scenarios.		
Student Learning Outcome: 1) The student will be able to explain basic accounting concepts and how to manage inventory using accounting software. 2) The student will be able to record different types of business transactions and vouchers, and generate financial statements like profit & loss and balance sheet. 3) The student will be able to record transactions and vouchers with GST, and generate GST-related reports. 4) The Student will be able to apply your accounting software skills to solve real-world business problems.		

Month	Lecture From	Lecture To	No. of lectures allotted	Topic, Subtopic to be covered	Exercise/ Assignment	ICT Tools	Reference books
June	19-06-2026	20-06-2026	01	CO, PO, PSOs, Introduction to the course			
	22-06-2026	27-06-2026	04	Unit 2 : Preparation of Financial Statement Reports Ledger and Voucher Entry: Create, modify, and delete ledgers in the Accounting Software Package,		Powerpoint presentation/ Moodle LMS, Lab Work	Official Guide to Financial Accounting Using Tally ERP 9 with GST
	29-06-2026	04-07-2026	04	Record various transactions using vouchers. Understand the impact of transactions on ledgers.			
July	06-07-2026	11-07-2026	04	Record various transactions using vouchers. Understand			

				the impact of transactions on ledgers.			
	13-07-2026	18-07-2026	04	Inventory Management: Define and manage stock groups and categories. Create and manage stock items and units of measure		Smartboard, Open board app with Interactive pad., Power point presentation, Lab Work	Official Guide to Financial Accounting Using Tally ERP 9 with GST
	20-07-2026	25-07-2026	04	Implement basic inventory transactions in the Accounting Software Package.			
	27-07-2024	01-08-2026	04	Implement basic inventory transactions in the Accounting Software Package.			
August	03-08-2026	08-08-2026	04	Financial Statements Reports-Cash/Bank Books- Journal Book-Ledger Books i) Trial Balance: Generate and interpret a trial balance. Identify errors in the trial balance. Profit and Loss Account: Understand its structure. Generate and analyse profit and loss reports			
	10-08-2026	15-08-2026	02	Balance Sheet: Learn to create a balance sheet. Interpret and analyse balance sheet components. Data			

				Maintenance - backup and restore the company's data. Revision.			
				Unit 3 Goods and Services Tax (GST) in Tally Prime (Lab Practical)			
	10-08-2026	15-08-2026	02	Understanding GST, Configuring GST in Accounting Software Package -- Configure GST details in Accounting Software Package,			
	17-08-2024	22-08-2026	04	Understanding GST, Configuring GST in Accounting Software Package -- Configure GST details in Accounting Software Package,			
	24-08-2026	29-08-2026	04	Accounting Software Package: Set up GST rates and tax slabs, and understand GST compliance requirements. GST Transactions in		Smartboard, Open board app with Interactive pad, PowerPoint presentation, Lab Work.	Official Guide to Financial Accounting Using Tally ERP 9 with GST, GST Practicioners Guide Taxmann.
September	31-08-2026	05-09-2026	04	Accounting Software Package: Set up GST rates and tax slabs, and understand GST compliance requirements. GST Transactions in			

	07-09-2026	12-09-2026	04	Record GST transactions in sales and purchases, generate GST reports and returns in the Accounting Software Package.			
	21-09-2026	26-09-2026	04	Record GST transactions in sales and purchases, generate GST reports and returns in the Accounting Software Package.			
October	28-09-2026	03-10-2026	02	Record GST transactions in sales and purchases, generate GST reports and returns in the Accounting Software Package.			
	05-10-2026	10-10-2026	04	Record GST transactions in sales and purchases, generate GST reports and returns in the Accounting Software Package.			
	12-10-2024	14-10-2024	02	Revision			

* Assessment Rubrics

Component	Max Marks
ISA (02 Theory) (5 marks each)	05
ISA (3 Practical) (5 Marks Each)	10
Practical SEE	24
Project	-
Semester End Exam	20
Viva and Journal	16
Total	75